

**Approved**  
**VILLAGE OF LAKE ZURICH**  
**PARK AND RECREATION**  
**ADVISORY BOARD MEETING**

In Person Meeting- Village Hall 70 E. Main St.

Tuesday, December 13, 2022- 6:30 PM

**AGENDA**

**1. Call to Order**

The meeting was called to order at 6:30pm by Chair Koch.

- 2. Roll Call:** Chairperson Kevin Koch; Members: Tim Andrews, Cathy Malloy, Allen Borg, Jeff Carey and Sariah Quimby. Staff present: Recreation Director Bonnie Caputo, Recreation Supervisor Jenna Stanonik and Elke Kadzielawski. Trustee Greg Weider was present. Shawn Bergfalk, was absent and excused.

**3. Approval of Minutes:** June 14<sup>th</sup>, 2022

MOTION made by Tim Andrews, seconded by Cathy Malloy to approve the minutes of the June 14, 2022 Park Advisory Board meetings as presented. Roll call vote, all yes. MOTION CARRIED

- 4. Public Comments:** There were no public comments for the meeting.

**5. New Business**

Summary: The Village of Lake Zurich has entered into a formal agreement with the Lake Zurich Baseball & Softball Association (LZBSA), Elia Soccer and the Lake Zurich Flames Football Organization over the past ten years for the use of Village property. Due to the service these organizations provide for our community, the Village of Lake Zurich is looking to continue the attached agreements through 2024 to protect parties, their officers and volunteers. At the time, the Village of Lake Zurich Board and LZBSA had previous discussions regarding the Staples Park concession area/stand and renewed the LZBSA agreement to clear up responsibilities associated with the amenity earlier in the year. Allen Borg asked if the concession stand were to be renovated and opened, would be open to the general public. Vice-Chair Andrews inquired to having future use of the site and operations handled by a subcontractor to run the concession stand similar to Paulus and Breezewald. Director Caputo stated that it is a possibility to have a subcontractor but the amenity would take upwards of \$100K to renovate and bring the building up to code. Trustee Weider stated that in years past, it was ran by a subcontractor. Chairperson Kevin Koch made the motion to approve. Jeff Carey said yes and Vice-Chair Andrews was the second. Roll call vote, all yes. MOTION CARRIED

**6. Old Business**

A. None

**7. Treasurer's Report**

Director Caputo shared that things are very healthy right now. Dance revenue is \$30K better year over year. Preschool, Aquatics and Camp are also favorable year over year as well. Chairperson Koch asked if we are close to getting back to normal. Director Caputo shared that Dance is far exceeding. With over 500 dancers, more dance classes had to be added. Our Impulse dance company is now up to over 60 dancers, in 2021 we were at 49. All of our Yellow Brick Road Preschool sites are up and running. We anticipated a ten percent decrease in athletics because our contractors did not have the staff to add additional classes due to staff shortages. Park fees and rental fees are down due to ongoing park construction.

## **8. Advisory Board Member Reports/Update**

- A. Cathy Malloy/Tim Andrews- Miracle on Main Street- Survey Results.** Vice-Chair Andrews liked the survey results but felt that vendors were being finicky because they did not care for their load/unload procedures. Many people complained that we needed more vendors and less church affiliates. With over 20+ vendors, we offered a small sample of all types of vendors. Vice-Chair Andrews also asked why we moved the reindeer away from Santa. Director Caputo shared that we moved the reindeer to the front of the event by the tree to alleviate crowd congestion at the Lions Drive end of the event. We experienced that it is not the best fit for the reindeer near the tree though due to the music volume; loud sounds were scaring the reindeer and made it difficult for their team to talk to attendees. The location of the reindeer will be discussed at the upcoming Miracle on Main meeting on December 15, 2022. Vice-Chair Andrews asked Director Caputo what happened with the sleigh rides. Director Caputo stated that the sleigh rides were 45 minutes late because the drivers, who were in town, were grid locked and couldn't get into our location. Once they arrived, all three sleighs were up and operational. Footloose from the Lions club, started the tractor ride at the same time. Director Caputo will talk to the owner of the sleigh rides about being on time for the 2023 event. Chairperson Koch stated that he felt the beer tent was misplaced in the new location. Cathy Malloy asked about the adult beverage revenue. Director Caputo stated that we have not rectified the money yet. All vendors stated that they did well but they noticed a halt in sales when the tree lighting happened and then it was a slow start/end after the lighting. Due to the weather and this event was the coldest event day that we had at 15 degrees, it was not a drinking event. Chairperson Koch stated that he felt like after the tree lighting that the event felt over. Cathy Malloy thanked the park and rec staff for many hours of hard work and for being out in the cold for so long. Director Caputo thanked all of our partners and volunteers for their integral part and hard work that they put in to make it a successful event including, Footloose from the Lions club, Claire from the Lake Zurich Chamber of Commerce, our sponsors Jim Iverhouse, LRS, Moore Orthodontics. Chairperson Koch stated that the event is growing well. Vice-person Andrews said that he saw about the same amount of people as years past despite the weather.
- B. Shawn Bergfalk, excused- Groove Grove.** Director Caputo stated that due to the future priority infrastructure projects on Main Street, Block A is not available for Groove Grove in 2023. Public works should have the road ripped up for sewer,

storm, and water repairs during the spring/summer of 2023. Food Truck Socials and Groove Grove with both be moving to Paulus Park in 2023. From previous conversations with Shawn Bergfalk, he fully supports the decision to move the event. Cara Marquis is also in agreement to move to Paulus and she stated that she is excited for the momentum of these projects. Chairperson Koch asked about the semantics of where in Paulus with these events be held. Director Caputo stated that there are some ideas but further discussion and a walk through with Cara Marquis and Shawn Bergfalk is still needed before determining exact location. Allen Borg asked if moving these events to Breezewald is an option. Director Caputo shared that with only 20 public parking spaces and private parking across the street, coupled with the fact that Sunset Pavillion and the beach is open, it would be a disadvantage to the events. Groove Grove and Food Truck Socials will have an advantage with our camp families, park goers, and beach goers by moving it to Paulus Park. Vice-chair Andrews said that it will be a better move.

- C. **Kevin Koch-Farmers Market.** Chairperson Koch stated that the farmers market is growing, getting better and that Jan Poynton does a lot for the market. Director Caputo stated that we have a strong support of volunteers like Nancy Moracco, who brought in the recycling program. This year we recycled contact lens, Styrofoam, bags, and cans. Mary Keller organized all of our pet rescue organizations. NHS sent many volunteers but one in particular, Paavi who is a junior at Lake Zurich High School was amazing. Paavi is going to be a Criminal Justice Lawyer. Another volunteer was Katheryn Sabarro. We want to thank our sponsors, Lake Zurich Tire and Auto Jim Iverhouse, Stephanie Seplowin, DipStick, Mendez-Lawrence-Herrera (Ela Rd McDonalds), LRS and Medical Murray. Chairperson Koch thanked the committee that includes Janet Barron and Cheryl Gorey. Director Caputo stated that the farmers market meetings are the more intense meetings due to the rotating of vendors, local artisans, and music.
- D. **Jeff Carey- Rock the Block- Survey Results.** Director Caputo said that the financials were favorable especially due to the sponsors. Jeff Carey stated that the surveys were favorable to us to excellent for vendors. There were three constructive results: beverage selection was ok, wine was ok, and parking seemed to be an issue for respondents. Overall, the volunteer feedback were more pleasant than years past. Director Caputo stated that we did see improvement within the flow and operations with volunteers. Jeff Carey stated that we ran out of all canned product by 9:30pm and that we did not tap extra kegs towards the end of the evening and people were ok with drinking what we had left. Marty Jalove was fantastic. Allen Borg stated that the volunteers were more informed and that had a lot had to do with selling out of product. Vice-chair Andrews stated that the rules were put down perfectly and it was organized very well. Director Caputo stated that Jeff Carey made the rules and that Marty made stools for the trailers. She noted that it "takes a village." Vice-chair Andrews stated that we need an additional 2 volunteers at the end of the night to do inventory. Jeff Carey stated that more of a variety of food is suggested for the event. Director Caputo stated that 2023 is the 10<sup>th</sup> Annual RTB and that changes and new possibilities may occur. She will have further updates at February's meeting.

**9. Director's Report**

A. Event Updates- Director Caputo read her notes from the July 4<sup>th</sup> Fireworks decisions and the cancellation of the triathlon. Director Caputo stated that because of the Highland Park incident, we had an increase of police presence, including both the Police and Fire Chiefs. Even though attendance was down, due to the two storms that rolled through and the incident, we still had 3,000-4,000 people enjoy the fireworks show. On a typical year, we have approximately 8,000 people viewing. Chairperson Koch stated that Directors Caputo's notes explain his questions on the lack of finale for the show. He said that it rains all the time on the 4<sup>th</sup> and that they do stuff around it to make it work. It was noticeable that some shells did not shoot off. Allen Borg stated that they did a darn good job considering the weather. Chairperson Koch stated that he was referring to the issues of rain. Allen Borg asked Chairperson Koch if he thought they could do a better job at the finale? Chairperson Koch said "not sure, maybe." Director Caputo stated that Lake Zurich Fire Department needs to be present for the duration of the fireworks from load in of the product to finish. Bob Kleinheinz stated that the contractor did the best that he could to get all the product protected during the storms and off at the end of the evening. Director Caputo said that they used tarps or some sort of cover over the tubes. Vice-chair Andrews said that it was a crazy storm that came through. Moving onto the triathlon. Director Caputo stated that we are not moving forward in 2023 with hosting a triathlon. Due to infrastructure projects to be completed by the state of Illinois on Miller/Rt. 12 and the mismanagement of the event by Championship247. Anecdotally the Village has heard that Championship247 had not done right by their participants in regards to communication and refunds (some individuals received a partial refund and some have not been refunded at all); they dumped their website after canceling their event, stopped taking phone calls from participants and sent out information offering free registration in 2023, all of which would be setting up the next organization for failure. We will look to rehost in 2024 with a new local organization offering new branding and revitalization of the event. Jeff Carey and Vice-chair Andrews agree that this is 100 percent the right move to be made. Allen Borg asked if Championship247 gave us a deposit. Director Caputo responded that they did not. We are out just our time for herself, Elke Kadzielawski, Sgt. Colin Gaffney, and D.C. Christopherson. Nothing with this event is charged upfront. Village of Lake Zurich attorney Scott Uhler had to send cease and desist letter to the organization to stop the false information that they were distributing stating that the Village canceled the event. The boy scouts overnight was cancelled due to rain. The unplugged fest was cancelled, rescheduled, rained out and rescheduled at Foglia YMCA. Unplugged fest is looking to return to Paulus Park in 2023. The Lake Zurich Chamber of Commerce ran their Taste of the Towns but the department is unsure of their return in 2023. As of December 13<sup>th</sup>, the department was informed that the Steven Siller Tunnel to Towers event will not be happening in 2023 due to a conflict in the organizers schedule. Movies in the park will return even though we had mediocre attendance (approx. 100 people per event date).

- B. Bushel of Apples Recap, Jack O Lantern World (attendance of 40,245), Vice-chair Andrews stated that he loved the new Northern area of Paulus Park. Director Caputo stated that the neighbors next to Paulus park were informed of the event and didn't have any issues with them running. Sariah Quimby stated that Bushel of Apples was so much better in 2022 and that she really enjoyed it. Director Caputo shared that the owner Evan had a new second in charge, Kyleen, who lead operations smoothly. Director Caputo recapped that Jack O'Lantern World brought in a total of \$38,000 and the Village of Lake Zurich donated to CERT in the amount of \$4,000 for their traffic assistance during the event. With the money from 2021 of \$54,000 and 2022 of \$34,000 along with the FY23 Village approved budget, we will be continuing projects such as the bandshell (sound, lighting), pathways to stage, and a new electronic marquee. The neighbors across the channel had noise complaints and Director Caputo spoke to the owner of All Community Events, Peter turned down the speakers and pointed them away from the water. Over 260 letters to Santa have been sent out to date. We have 10 adopted and decorate trees at Breezewald for Deck the Trees at Breeze.
- C. Park Highlights/Updates- Director Caputo stated that we are wrapping up the FY22 OSLAD projects at Paulus Park. We will be looking at 2023 OSLAD grant applications if they become available. A new OSLAD grant opportunity will allow us to replace our current sprayground, reconfigure the confined space control room, shoreline restoration and other components. The application would require the Village to exceed the match of \$400,000 in order to meet the grant parameters and complete a variety of improvements at Paulus. Playground Reno (Jonquil) is set to be redone in 2023. Look for new options to vote on in the spring.
- D. Facility Highlights/Updates -- Director Caputo stated that the Parking Lot Improvements at Buffalo Creek were completed. & Air Conditioner replacement in building B and Chalet deck/floor renovation is underway. Some of the previous deck was not even secure with footings and the interior floor of the chalet sunk a bit, so it needs to be raised. In FY23, Buffalo Creek Roof in A/B will be replaced. We are waiting on roofing bids to come in. Buffalo Creek Building B Dance Floor will be replaced with a multipurpose floor. The current shower pan liner/removable dance floor will be repurposed to the Chalet to accommodate additional dance classes.
- E. Program Update- Elke Kadzielawski updated on the current Dance program. Currently there are over 500 dancers, that resulted in a favorable budget number. We had to open new classes to accommodate the dancers. Impulse showcase will be March 24, 2023 at Buffalo Grove Community Center, invitation to follow. Our Annual spring recital will be May 6 & 7, 2023 at Wheeling High School. We are excited to share that we have new contractors joining us in the Spring/Summer. Lifesports in Lincolnshire will be teaching tennis and pickleball at their facility as well as ours. Exact sports will teach volleyball and lacrosse, Kip from Top Performance will do muscle recovery in the industrial park, and Morgan Pierce from A Dog U/Encore Arts will be teaching dog training. Also, new for Spring/Summer 2023, Nonmotorized craft dry storage and rentals. Director Caputo mentioned that Vice-Chair Andrews previously brought up dry storage for

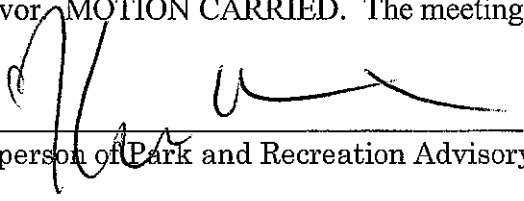
nonmotorized craft permit holders. New this season, the department will offer limited dry storage to Lake Zurich residents only. They can utilize this amenity by purchasing a season nonmotorized craft pass and, as availability allows, purchase a stall for storage. Vice-chair Andrews said that this is great for the people who like to run the lake, kayak and then run back home. In regards to rentals of nonmotorized crafts thru the department, Vice-chair Andrews asked how many in a fleet. Kadzielawski responded that we will be purchasing a small fleet of 10-12 nonmotorized crafts, including kayaks, canoes, SUPs, etc. that will be rented out to residents and non-residents during the 9-week regular season of the beach. Rental hours will be between 12-5pm.

- F. Staff Update- Director Caputo informed the PAB of the FY23 budget approved Recreation Supervisor position that will be responsible for internal and external special events operations and growth as well as sponsorship moving into the new year. Director Caputo is working with Director Gibson on the job description. Maddie Brown is leaving us to become a teacher. Maddie will be leaving in the guest service associate role in January.

10. Written Communications- Annual Schedule of Meetings for 2023, Resident Email, Local News, Event & Program Promotions Director

11. Adjournment

MOTION made by Allen Borg, seconded by Vice-Chair Andrews to adjourn the meeting. Voice vote, all in favor, MOTION CARRIED. The meeting was adjourned at 7:46pm.

Approved by: 

Kevin Koch, Chairperson of Park and Recreation Advisory Board