

Approved
VILLAGE OF LAKE ZURICH
PARK AND RECREATION
ADVISORY BOARD MEETING

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

Tuesday, February 14th 4:00pm

AGENDA

1. Call to Order

The meeting was called to order at 4:05pm by Chair Koch.

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

3. Approval of Minutes: December 13th, 2022

MOTION made by Tim Andrews, seconded by Cathy Malloy to approve the minutes of the December 13th, 2022 Park Advisory Board meetings as presented. Roll call vote, all yes. MOTION CARRIED

4. Public Comments:

Mary Kozub- Ancient Oaks President

Mary passed out a synopsis of yearly accomplishments the organization has achieved. Mary shared that although Judi has stepped down as President, she is still Mary's guiding light. Mary feels that the attitude towards Ancient Oaks by the community is that they just weed- but they do so much more than that. Mary feels that the organization is in a maturing process and there are more and more like-minded people that are coming together to grow the organization. The fundraisers that they put on are getting bigger and bigger which is tremendous. Ancient Oaks has hired a part-time Executive Director. They have paid \$7,800 towards much needed burns in town to assist the Village with this process. Ancient Oaks is in the process of choosing their major projects for 2023/2024. The organization recently lost a member suddenly and the family decided in lieu of flowers that donations be made to Ancient Oaks in her honor. Ancient Oaks is wanting to complete 5 projects they feel would honor her spirit. They are hoping to partner with the Sarah Adams PTO as well as District 95 to accomplish some of these projects. The projects range from small to larger. March 2nd is the projected start date for projects as that was her birthday. Mary wanted to point out that Ancient Oaks is part of the Chicago Wilderness as well as the Lake Michigan Restoration Initiative. They have a regional support with great educational values.

5. New Business

A. My Density Matters

Summary: Director Caputo read the Summary into the record that My Density Matters is looking to run a 5K walk on Sunday, October 15th, 2023. The Director of Development, Laura came and spoke on the organization's behalf. The organization was founded by a Hawthorn Woods resident after her cancer diagnosis was undetected for 10 years. The organization is hoping to do a 5K walk in Paulus Park to raise money.

The mission of My Density Matters is helping to educate women how to find this early. Laura brought a powerful visual showing the different categories of density. Chairperson Kevin Koch made the motion to approve. Cathy Malloy said yes and Vice-Chair Andrews was the second. Roll call vote, all yes. MOTION CARRIED

B. Internal Special Events

Director Caputo read through the list of Internal Special Events and the dates that they will potentially run. Chairperson Koch asked about the logistics of Food Truck socials for Wednesdays. Director Caputo shared that Shawn Bergfalk will be coming to the Paulus Park grounds to look over the location and help determine where the artisans will go. Chairperson Koch asked what is taking place at Block A that the Food Truck Socials cannot take place at that location. Director Caputo stated that there is infrastructure work taking place this Summer. Allen Borg asked the ages of the Tween Event. Director Caputo stated we hold to the ages 9-12yrs. old. Chairperson Koch asked if the 4th of July is the same as last year. Director Caputo stated that yes it is the same format and structure as prior years. Jeff Carey asked if the 4th of July would be on the actual 4th of July and if the fireworks still launch from the water. Director Caputo stated yes to both questions. Vice-Chair Andrews asked if it was the same vendor for the fireworks as years prior. Director Caputo shared that yes it is the same vendor. Chairperson Koch asked how Brazilian fest did. Director Caputo stated that event would be discussed in the next line item of business. Chairperson Kevin Koch made the motion to approve. Allen Borg said yes and Vice-Chair Andrews was the second. Roll call vote, all yes. MOTION CARRIED

C. External Special Events

Director Caputo read through the list of External Special Events and the dates that they will potentially run. Director Caputo highlighted that Brazilian Fest has dropped down to one day instead of day like last Summer. The organizers felt it was difficult on the vendors to commit to two days. Phase Three Brewing Company has requested to move their event to the weekend earlier than prior years. Jack-O-Lantern World is requesting slightly altered times than years prior. They are expanding their offerings during the event and want to potentially operate a haunted trail. They are going to be strategic with their scares on the trails so it is not too close to homes. Vice-Chair Andrews asked about the noise ordinance in relation to the Jack-O-Lantern World request and Director Caputo stated that the approval of the events and the offerings supersedes the noise ordinance. Cathy Malloy questioned if there would be extra security with the expansion of offerings. Director Caputo shared that Jack-O-Lantern World hires their own security. Shawn Bergfalk asked if this is an isolated request or will this bleed into other requests. Director Caputo shared it is an isolated request. Director Caputo shared that there are occasional music complaints in regards to park programs/events but volume and music is very personal so the complaints vary. Chairperson Koch asked if people will jump out on the haunted trail. Director Caputo shared that yes, that is the intention. Jeff Carey stated that this only helps continue to bring people in to Lake Zurich. Director Caputo thanked Jeff Carey for his comments and shared this is why Jack-O-Lantern World is switching things up to keep things innovative and people coming back to get a new experience even if they

have attended prior. Cathy Malloy asked if Jack-O-Lantern World was seeking additional space in the park for their new offerings. Director Caputo said no they are not. Chairperson Koch asked which organization the fundraiser portion of the Bushel of Apples fest goes towards. Director Caputo shared it is some sort of organization that supports those with special needs. Allen Borg asked if eight porta potties would be enough for the Bushel of Apples event. Director Caputo shared that the bathrooms in Paulus Park are still open and still accessible so it should be plenty. Chairperson Kevin Koch made the motion to approve. Jeff Carey said yes and Allen Borg was the second. Roll call vote, all yes. MOTION CARRIED

D. Jonquil Playground Renovation

Director Caputo read the summary for the playground renovation plan. The ten different playground proposal boards were presented to the Park Advisory Board. Director Caputo asked the members to vote for their top three choices. This was not a voting item, it was for discussion only.

6. Old Business

A. None

7. Treasurer's Report

Director Caputo shared that things are looking very favorable right now due to the Academy of Performing Arts dance program as well as Cricket Theater. Director Caputo also shared that this is not yet reflected, but the day camp program is almost completely full at this time. Chairperson Koch asked if we had a waitlist last year for day camp. Director Caputo shared that we did, but we at least made it to the first week of non-resident registration. Jeff Carey asked since it is a well-liked community program are we able to expand temporary capacity? Director Caputo shared that she would like to remind everyone that we did go to referendum for expansion and it was a resounding no from the community. Shawn Bergfalk suggested that we communicate that we cannot expand no matter the need as there is some mistruths that if the need is there we are able to expand. Cathy Malloy asked if we can run satellite camps. Director Caputo stated that while that sounds easy enough you run into staffing challenges as well having to hire additional bodies on top of what is already needed. Jeff Carey stated that it does not hurt to have some cause and effect communication. Cathy Malloy and Tim Andrews do not like the idea of raising prices to lower the waitlist for future programs.

8. Advisory Board Member Reports/Update

A. Cathy Malloy/Tim Andrews- Miracle on Main Street

no updates

B. Shawn Bergfalk-Groove Grove.

Shawn reminded the group that this event is moving to Paulus Park for the Summer. There are already two bands secured, Gritland Band and Downer's Groove. Shawn is hoping to connect with the local High School to see if there are any bands interested in playing the last open Groove Grove.

- C. **Kevin Koch-Farmers Market.** Chairperson Koch shared there is not a lot of new information in regards to the Farmer's Market. There is a meeting next week on the books.
- D. **Jeff Carey- Rock the Block-** Director Caputo gave an update as Jeff was unable to attend the last Rock the Block Committee meeting. The band selections have been made. With this being the 10th year, the committee felt it would be cool to do a throwback to the 1st and 2nd year of the event. The opening band will be Kelly Daniel's Band {formerly Rockstar Rodeo} the middle band will be Hello Weekend and the final band closing out the evening will be ARRA. Jeff Carey asked if there will be a DJ in between bands. Director Caputo shared that is in talks with the Mayor. Cathy Malloy asked if the event is going to be longer. Director Caputo shared that it will be 4:00-11:30pm this year. Jeff Carey shared that he wanted to discuss making sure people put their first and last name down when signing up to volunteer. If there are now four shifts for volunteers is it possible to make sure the shifts are not changing when the bands are also changing as it gets difficult. Director Caputo shared that the Park and Recreation Department tried their best to do so. Director Caputo reminded the Park Advisory Board that all event opportunities are posted so go to lakezurich.org and committees please look at your events and shift times. The Department felt three hours was a lot to commit to Rock the Block when the typical shift was always two hours in prior years.

9. **Director's Report**

- A. **Event Updates-** Director Caputo pointed out that there was an error in the Spring/Summer Park and Recreation Department Brochure and that the annual Egg Hunt is actually free.
- B. **Park Highlights/Updates-** Director Caputo stated that the OSLAD punch list is being completed. There is a new grant project opening. The sprayground is quite aged and the pit with all of the mechanics is in a confined space. This would be another matching grant- \$400,000 to \$400,000. There would also be more shoreline restoration, potential wayfinding signage, additional work on trails etc... This would come with community input meetings, board meetings etc... The Park and Recreation Department would go with Hitchcock design again as there is an established positive working relationship with that organization. Meetings have begun in regards to the bandshell design. The electronic marquee is also being discussed.
- C. **Facility Highlights/Updates –** The Chalet deck/flooring project is almost complete. Public Works did the deck internally and it looks amazing. The bid for the roof for Buffalo Creek A and B is currently out for bid right now. The Park and Recreation Department is looking at potentially having the dance floor in Buffalo Creek Building B redone instead of tennis courts, which is roughly \$49,000. This would just be a shift in funds within the budget from one project to another more in immediate need.
- D. **Program Update-** Recreation Supervisor Elke Kadzielawski shared new independent contractors that have been brought on board to bring new programs to our community:

- Lifesport in Lincolnshire, pickleball and adult tennis
- Exact Sports- volleyball/lacrosse
- Top Strength and Performance
- DOGU-Dog obedience classes

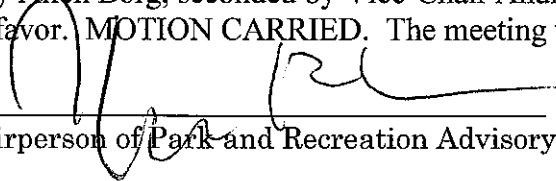
Supervisor Kadzielawski also shared that the Park & Recreation Department will be offering dry storage and rentals. Each rack holds up to 10 non-motorized crafts. The Department has their own racks for internal rentals. Chairperson Koch asked if the non-motorized get LPOA stickers. Director Caputo shared that residents purchase stickers through the Park and Recreation Department and it is \$50 per craft. Vice-Chair Andrews shared that he has so many neighbors who run and then kayak and will be very pleased with this offering.

- E. Staff Update- Director Caputo shared that there are interviews this week for the Special Events Supervisor and the department is still looking for a part time afternoon person from 12:00-4:00pm. Shawn Bergfalk asked if those hours can be flexible at all. Director Caputo shared that they cannot as we need someone until the building is closed.

10. Written Communications- see the flyers attached. Supervisor Kadzielawski gave an updated on the APA competition results. There was 1 Idol Star awarded, 12 Platinum, 13 Golds and 1 Silver.

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 5:25pm.

Approved by: 
Kevin Koch, Chairperson of Park and Recreation Advisory Board