

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

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

Tuesday, April 11<sup>th</sup> 6:30pm

**AGENDA**

**1. Call to Order**

The meeting was called to order at 6:31pm by Chair Koch.

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

**3. Approval of Minutes:** February 14<sup>th</sup>, 2023

MOTION made by Vice-Chair Andrews, seconded by Cathy Malloy to approve the minutes of the February 14<sup>th</sup>, 2023. Park Advisory Board meetings as presented. Roll call vote, all yes. MOTION CARRIED

**4. Public Comments:**

A. None

**5. New Business**

A. External Special Event Request- Stephen Siller Tunnel to Towers 5K Walk/Run  
Summary: Staff is seeking a Park and Recreation Advisory Board recommendation for the Stephen Siller Tunnel to Towers 5K Walk/Run special event proposed to be held at Breezewald Park on Sunday, June 11, 2023 from 9am-12pm. The approximate number of attendees for the event is approximately 600 to utilize the park grounds and Lake Zurich Police proposed route leaving from and returning to the park (requiring no fully street closures nor use of State/County roads). Jeff Carey asked if this was a new or a repeat event for the village. Jenna Stanonik reported that although this is a repeat event they do have a new race director and that Sgt. Gaffney has worked with the organization to come up with a new route due to the construction and temporary new location of the run from Breezewald. Chairperson Kevin Koch asked is this was the same organization as previous years and Jenna Stanonik said yes. Cathy Malloy said yes and Vice-Chair Andrews was the second. Roll call vote, all yes. MOTION CARRIED

**B. Parks Program Capital Improvement Project**

Summary: Staff is seeking a Park and Recreation Advisory Board recommendation to shift the \$46,000 budgeted capital dollars associated with resurfacing the basketball court amenity at Bristol Trails Park to renovating the flooring at Buffalo Creek building B. The facility flooring will require ADA accessible ramps which allows the department to also utilize the SRA funds to support the project. The court is currently in good condition and the department is proposing to use the capital dollars to further support the dance program with a more suitable and permanent floor. Currently building B has modular grid lock

floor tiles along with multiple rolls of shower pan liner that cover the existing linoleum floor. The Academy of Performing Arts dance program generates \$222,500 and is the department's largest program revenue source serving 822 participants last year. Jenna Stanonik said that we are looking for a recommendation to move forward and Vice-Chair Tim Andrews said that something has to be done to make more money. Trustee Weider said we are shifted the money in order to make this happen. Chairperson Kevin Koch said this makes sense and Jeff Carey agreed. Vice-Chair Tim Andrews requests that if there is a missing basketball net that we do not wait until next year, we should replace it as soon as possible. Shawn Bergfalk 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**

Jenna Stanonik reviewed and read the included treasurers report. Dance looks healthy and keeps growing, lunch bunch is back, youth programs are lower due to losing contractors, we lost an art program, camp is full with all residents and athletics had a dip due to canceled winter programs, Vice-Chair Andrews asked is the Chalet floor and deck has been completed, Jenna Stanonik said yes.

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

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

no updates, meeting start in August

**B. Shawn Bergfalk-Groove Grove.**

Shawn informed that we did a walk through on the new location. The new location is more accommodating. Bands will require a leveled service to play and that the third band gave a verbal commitment. Chairperson Koch asked where we are putting all the people and Shawn said in the grassy/tree area of the parking lot

**C. Kevin Koch-Farmers Market.** Chairperson Koch shared we are in full swing for this years market. We have new vendors, micro greens, olive oil once a month, freeze dried candy and an eclectic hot food selection from Rolling Smoke, to Persian guy, pizza guy, tacos, South African, and polish. Come out the first Friday in June and join us.

**D. Jeff Carey- Rock the Block-** Jeff Carey said that there was no update. Elke Kadzielawski stated that all the bands, food vendors, alcohol has been secured. Jeff Carey said that Marty JaLove will be helping again this year.

**9. Director's Report**

Jenna Stanonik shared Director Caputo notes. As of the week of 2/27, the summer day camp program for grades entering 1st through 4th, Camp Alpine, including post camp has filled to capacity. Camp Cedar, grades entering 5th – 7th) currently have post camp availability only. There are still limited openings for Kamp Kiddie (ages 3-

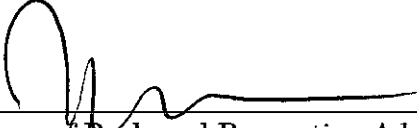
5) which is currently 85% full and weekly variety camps. The current waitlist is comprised of 75 unique participants. The department is accommodating wait-listed participants as openings arise. As recommended by the PAB, all waitlist participants have received communication (as of 2/16) thanking them for their interest in our program and notifying them that this season we experienced an unprecedented response in the program registration with the majority of camps filling within the first week of registration. Staff candidly informed them that due to maximum facility capacity numbers, the department is not be able to accommodate any additional program participants into the camps this season but that they would be contacted if the department experienced any program cancelations leading up to the start of the program.

All other Spring and Summer program registration is ongoing and proceeding smoothly with the exception of dog obedience and art classes which will no longer be contractual offerings due solely to instructors circumstances. Thank you to Cathy Malloy for making a connection with Clay Monet as we hope to have them onboarded as a contractual partner and set to get kids art offerings back up and running in the Fall.

Chairperson Koch asked what Lifetime is paying for guards. Elke Kadzielawski responded \$18 for lifetime and we are at \$14. Vice-Chair Andrews asked if we hire 50-60 year olds, Jenna Stanonik said yes we do. Cathy Malloy asked is the online registration is being used more since the transition and is it decreasing the staff load. Jenna Stanonik said that people are utilizing it more. Elke Kadzielawski said that we may have a decrease in our workload for entering registration but we do receive many phone calls on how to utilize the program or reset passwords.

- A. **Park Highlights/Updates-** Event Updates- Arbor Day (4/29), Food Truck Socials at Paulus Park June- August, Movies in the Park (6/16 & 7/14), Dick Schick's Annual Fishing Derby (6/18), July 4<sup>th</sup>, Unplugged Fest (8/6) & AOF Programs (page 9 of the Spring/Summer Brochure)
  - B. **Park Highlights/Updates-** FY23 OSLAD Grant Application status, Paulus Park Bandshell/Electronic Marquee, and Jonquil Playground Reno (contract signed and equipment is on order; to be completed by August)
  - C. **Facility Highlights/Updates -** Chalet deck/floor completed, status of Buffalo Creek Roof in A/B is in full replacement mode.
  - D. **Program Update-** Spring Summer Highlights & Enrollment Updates, Nonmotorized craft dry storage and rentals. Elke Kadzielawski stated that we are seeing a steady stream of permits being issued. There are have been 20 sold in the first 11 days of the season.
  - E. **Staff Update-** FY23 Seasonal Positions Update, Special Events Supervisor & Guest Service Associate position hiring status
10. **Written Communications-** see the flyers attached. Jenna Stanonik reviewed the attached, no comments were made.
11. **Adjournment**

MOTION made by Vice-Chair Andrews, seconded by Sariah Quimby to adjourn the meeting. Voice vote, all in favor. MOTION CARRIED. The meeting was adjourned at 6:59pm.

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