

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

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

Tuesday, August 8<sup>th</sup> 2023

**AGENDA**

**1. Call to Order**

The meeting was called to order at 6:32pm by Chair Koch.

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

**3. Approval of Minutes:** April 11<sup>th</sup>, 2023

MOTION not made. MOTION DELAYED-no quorum

**4. Public Comments:**

A. None

**5. New Business**

A. OSLAD Grant Presentation

Summary: Director Caputo shared that the state's Open Space Land Acquisition and Development {OSLAD} program, administered by the Illinois Department of Natural Resources {IDNR}, help communities acquire open space and develop and improve recreational facilities throughout Illinois. The Village has contracted with Hitchcock Design Group to continue to build off of the prior plans for Paulus Park improvements and to apply with the IDNR by August 31<sup>st</sup> for OSLAD grant funding. Director Caputo introduced Lacey and Max from Hitchcock to present the proposed application. Lacey shared the agenda for the evening presentation: Project Background, Master Plan, OSLAD phase 2 plan and project overview. Lacey showed an aerial picture of background of the project. Existing pictures of Paulus Park were shown along with a flood plane map. Grade changes effect lakeshore permitting. The Park Master plan was created in 2008.

**Phase 1 Plan:**

- Performance Stage
- Shoreline restoration
- Fishing Pier-accessible pathway
- Woodland Shelter with storage
- ADA non-motorized launch

**Phase 2 Plan:**

- Permanent bandshell structure with overhead canopy
- Renovation of existing splashpad → rubber tile surfacing
- Game tables/seating
- Bocce courts → add baggo courts to be concrete and permanent

- Shoreline restoration
- Overlook to the lake by Woodland Trails

Lacey then showed pictures of the concepts. The company, Water Odyssey, was used for generic concepts for the spray ground. As part of the OSLAD grant the applicants have to give the IDNR a general idea of what is being redone and the scale of the project. The Village is looking to do an environmental theme for the spray ground. Lacey showed concepts/floor plan/elevation for the bandshell. It would be a timber/laminated beam and a small storage area in the back for equipment.

**Grant Overview:**

- Due by August 31<sup>st</sup>
- Max amount is \$600,000
- Match Requirements- 50%
- Project Justification
- Public Input

**Recreation Components:**

- Playgrounds, hiking/walking/trails, fields and courts, bandshells/shelters, disc golf, lawn games, fitness stations, dog park, nature observation facilities, water sport facilities, swimming facilities, winter sport facilities, fishing piers

Reviewed the evaluation criteria and budget breakdown.

Chairperson Koch asked if the restoration on the north side of the property was going to be the same as the other sides? Lacey stated that it is dependent on the conditions of the site itself. Chairperson Koch asked when the last spray ground was installed. Lacey shared it was installed in 2008 with an OSLAD grant. Shawn Bergfalk asked what the life expectancy is for this sort of product. Director Caputo shared that the bandshell money was deferred to next fiscal year. The shoreline restoration the Village is being good property owners. The spray ground is in the CIP for future consideration. There have been several pump failures and right now the department is just seeing how far we can limp it along at this point. Currently the spray ground flooring is granular and to repair is lumpy and not a smooth process. The projected product is much more user friendly. 15yrs. is the life expectancy for spray ground equipment. Shawn Bergfalk asked how the concrete baggos works. Lacey stated that they come with a sealant like a polished surface. Shawn Bergfalk asked if the band shelter design is tying in to similar concepts like were shown tonight. Lacey shared it would be some sort of wood-slanted in the background. Director Caputo shared that it might be blocking the view of the lake slightly but also a lot goes behind the stage during an event that would be blocking the view. The concept is not finalized but there does need to be some sort of coverage that will also help to funnel the sound. Shawn Bergfalk stated he lobes the addition and asked if there would be vertical slates? It could be possible, again concepts are still being finalized. Shawn Bergfalk asked if there were donation sets for baggos and chess. Director Caputo shared that items can be checked out at the gatehouse for use. Cathy Malloy shared people have been asking for benches, can that

be a part of this grant process? Lacey stated they can think about adding additional seating. Cathy Malloy asked if the buckthorn has been addressed and Lacey shared that yes they have had maintenance look at that. Director Caputo shared that the splashpad currently is 2,500 sq. ft and it would go to 3,000 sq. ft. The department would tuck in the maintenance shed for the spray ground in there as well as it is currently below ground and needs to be made above ground. The area where the splash pad currently resides would need to be rounded out and made into more of a user friendly space. Lacey shared there would be no tree removal for the splashpad and we would maintain things of size and quality. Shawn Bergfalk asked if there is a backup plan for inclement weather on Friday for the Open House at the Farmer's Market? Director Caputo shared that it would be 5:00-6:30pm inside the Paulus Park Barn if there was inclement weather.

**6. Old Business**

A. None

**7. Treasurer's Report**

Director Caputo shared that the Park & Recreation Department met and exceeded the revenue goal for Day Camp. Dance priority registration far exceeded the goal. There were 509 participants last year and 567 participants as of right now without non-resident registration yet. In the Aquatics department there is a strong variance year over year and that is due to no wibits, outside organization field trips or swim lessons. The revenue did dip this fiscal year. Chairperson Koch asked if there is a plan or thought process in regards to Aquatics as it is apparent to Chairperson Koch that something needs to be done. Director Caputo shared that in the budget process the Park & Recreation Department will be putting before the Village leadership team increases to the salaries of seasonal staff. As a department, we try to cover this increase with revenue as well, not to gouge the customer, but to help cover the cost. Cathy Malloy shared that she personally knew COVID vaccinations were an issue in regards to hiring this season. Cathy asked if those individuals turned away would be reached out to again for this upcoming season. Director Caputo shared that the Dept. did re-home some staff to other local organizations who were also hiring, and we would not take staff away other organizations intentionally. However, we definitely do have individuals we will reach out to that we know did not go somewhere else. Supervisor Kadzielawski stated that they will start looking at applications in November/December and will interview over Winter Break and Spring Break.

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

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

No updates, meeting start in September

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

There was extreme weather that caused cancelation of June and very warm temperatures in July. Moving forward with the event they are hoping to blend/utilize the new stage and move things further into Paulus Park.

**C. Kevin Koch-Farmers Market.** Chairperson Koch shared that the moment is going very well and attendance over all has been great.

D. **Jeff Carey- Rock the Block-** Volunteer sign-up is in full swing. We greatly need assistance at tickets. It is the 10<sup>th</sup> annual from 4:00-11:30pm. It is a throwback year to the events roots. Kelly Daniels band, Hello Weekend and ARRA. Director Caputo read all of the sponsors to highlight just how tremendous the support for the event has been.

## 9. Staff Report

A. **Electronic Marquee-** Michael Duebner to present. Director Duebner shared that the current marquee sign has been there for a very long time. The current sign is intense on staff time. There are so many events and other opportunities for people to take advantage of to advertise on the electronic marquee. The money for the electronic marquee is all coming from Jack-O-Lantern World revenue the Village receives for them to utilize the Paulus Park grounds for the month of October. Director Duebner shared some photos of what the potential marquee may look like. The sign will be 7.5ft away from the curb towards the East. The fence will be moved out of the way. It is a 5 x10 message board that is cloud hosted. The structure is 12.5 ft tall and 1 ft. wide. The current stone will be removed. It is an aluminum base and aluminum top. The sign is maintenance free. The board is dimmer at night. It is 10-millimeter LED lights. This board gives us another opportunity for notification. It is roughly \$85,000 with a 5yr. warranty. The company is Watchfire located in Dalton, IL. Michael's Signs, Racine, WI. They had great reference checks. It takes about eight weeks to get the board. Installation is two to three days. Chairperson Koch asked if it will look similar to our current sign and Director Duebner stated that it will be a completely unique design to us. Shawn Bergfalk asked what the connection is and Director Duebner shared that it is cell connection. It is an encrypted multi-factor authentication. Cathy Malloy asked what the protocol will be, who and what can post? Director Duebner stated that the current policy will be expanded, the current marquee has not needed a lot, but the policy will be re-vamped. There are so many Village events happening and we want to be able to showcase everything. Cathy Malloy asked about the design and if it was taken into consideration to have the continuity of signs throughout the Village. Director Duebner stated that entryway signs were one style throughout town, the wall by Mariano's was the start of that style. The marquee is different on purpose, we really want to showcase the park. Shawn Bergfalk asked about how much has been brought in from Jack-O-Lantern World and Director Caputo stated about \$85,000.

B. **Park Highlights/Updates-** Jonquil Playground Renovation Update. Jonquil is completed!

C. **Facility Highlights/Updates –** Flooring at Buffalo Creek Building B Update. The RFP is being re-released on Friday.

D. **Program Update-** Beach Updates- Supervisor Kadzielawski shared that we are currently in Post Season beach hours. It has been a great beach season, this was the first year with no beach closures due to high bacteria counts. There were no extreme downpours and the raking of the beach was more consistent. The splashpad is now a free amenity. There were 7 people who took advantage of the

new dry storage offering. Non-motorized boat permits were up by 15 passes. The department added non-motorized kayaks and canoes as an offering this Summer as well.

- E. **Event Updates:** The department is currently looking at different activities to do within our current events-for example looking at how we could possibly do movies in the park a little different. The fishing derby is about 100 attendees. Unplugged Fest was this past weekend. Jodi and Alexis Alt are encouraging the community to get out, get active and get moving. Brazilian Fest is coming up along with Ancient Oaks monarchs and butterflies. The status of the LZtri is still unknown.
- F. **Staff Update-** The department did officially give an offer to a potential new Recreation Supervisor whose main focus will be Special Events.
- G. **Give Where you Live Update:** There was a very generous local family that donated the fund for a new holiday tree! It is beautiful and the department is very excited. We also had a very generous sponsor for one of our campers for the Summer. It was life changing for this mom and her family and the department is so thankful for the kindness shown by this donor.

10. Written Communications- Fall/Winter Brochure, Local News and Event & Program promotions.

11. Adjournment

MOTION made by Cathy Malloy, seconded by Shawn Bergfalk to adjourn the meeting. Voice vote, all in favor. MOTION CARRIED. The meeting was adjourned at 7:38pm.

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