

Approved
VILLAGE OF LAKE ZURICH
PARK AND RECREATION ADVISORY BOARD
SEPTEMBER 14, 2010

1. Call to Order

The meeting was called to order at 6:35 p.m.

Roll Call: *Present* - Chairperson Judi Thode, Board Members Dawn Brazier, Michael Karija, Mary Mihelic and Jan Papa. *Excused* - Jeff Carey and Kevin Koch. *Staff present* - Park and Recreation Director Perkins.

2. Approval of Minutes

Park and Recreation Advisory Board Special Meeting July 20, 2010

MOTION made by Mary Mihelic, seconded by Dawn Brazier, to approve the minutes of the July 20, 2010 Special Park Advisory Board as submitted. Voice vote, AYES have it. MOTION CARRIED.

3. Public Comments: - None

4. Items for Review/Recommendation:

- A. Needs Assessment & Open Space master Plan Revision
 - 1. Time Line
 - 2. First Draft - RFQ

Director Perkins presented Draft 1 of the Request for Proposals for the Revision of the Village of Lake Zurich Open Space Master Plan/Comprehensive Plan. The document will be sent to all Park and Recreation Advisory Board members electronically. He reviewed the tentative timeline with changes from the Park and Recreation Advisory Board members due by September 24, with RFQ (request for quotations) out to vendors by October 1, opening of proposals on October 22 or 25, approval by the Park and Recreation Advisory Board on November 9, and approval by the Board of Trustees on November 15, 2010.

Trustee Sustich recommended the incorporation of sustainability principles and full life-cycle assessment of all Park and Recreation assets to maximize asset life and to optimize beneficial impacts on the natural environment. He defined sustainability and summarized the principles that should be included. Trustee Sustich believes this is an opportunity for the entire Village to participate in sustainability principles.

It was agreed upon that a joint meeting between the Tree Commission and Park and Recreation Advisory Board should take place sometime in the future to avoid

duplication of efforts on open space and related issues. In the meantime, the Open Space Master Plan should address open space and sustainability issues.

5. Director's Report:

Director Perkins reported on the following items:

- WebTrac (On-line Registration Computer Program) - Will be installed in October and available for winter program registration.
- Lightening Prediction System – Installed and operational.
- IRMA Playground Inspection – Completed. Staff will review comments.
- Summer/Fall Programs – Summer camp and aquatics did well and exceeded revenue expectations.
- Department Receptionist Position – Upon retirement of full-time receptionist, two part-time receptionists with park experience were hired.

6. Items Attached:

- A. Park Improvement Fund (Current FY expense/revenue reports)
- B. Department Budget (Current FY expense/revenue reports)
- C. RecTrac GL Summary (Current FY expense/revenue reports)
- D. IDNR – ORMNT Compliance 7/10/10
- E. 2010 Contribution – Algonquin Longhouse

7. Adjournment:

MOTION made by Dawn Brazier, seconded by Mary Mihelic, to adjourn the meeting.

Voice vote, all in favor. MOTION CARRIED.

The meeting was adjourned at 7:27 p.m.

Submitted by: *Janet McKay, Recording Secretary*

Approved by: _____

Judi Thode, Park and Recreation Advisory Board Chair 10/12/10