

Approved  
**VILLAGE OF LAKE ZURICH**  
**PARK AND RECREATION ADVISORY BOARD**  
**October 12, 2010**

**1. Call to Order**

The meeting was called to order at 6:37 p.m.

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

**2. Approval of Minutes**

Park and Recreation Advisory Board Minutes - September 14, 2010

MOTION made by Dawn Brazier, seconded by Michael Karija, to approve the minutes of September 14, 2010 Park Advisory Board with a typographical error corrected. Voice vote, AYES have it. MOTION CARRIED.

**3. Public Comments:** - Deferred until review of Item A, Grand Avenue.

**4. Items for Review/Recommendation:**

A. 296 Grand Avenue Property:

Discussion and Recommendation with Village Administrator Bob Vitas

Village Administrator Vitas thanked the Park and Recreation Advisory Board for inviting him to address this issue and thanked the residents for attending the meeting. Director Perkins sent a letter to Grand Avenue residents inviting them to attend this meeting to discuss the future use of 296 Grand Avenue.

Village Administrator Vitas said due to financial constraints and budgetary concerns, staff had been reviewing Village-owned property to be considered surplus. When the lot at 296 Grand Avenue was considered for disposal, a resident informed staff that the residents had been told when their property was forcibly annexed in 2001 that the lot the Village purchased would be used for a park. The current Village Board and staff were not aware of this and began to research the annexation and subsequent actions. In the Village Board resolution, there was a reference to the property being used as a park. The Open Space Master Plan approved in 2004 showed the property as a park with a playground, but the Park and Recreation Advisory Board had never intended the property to be developed as a park and never took action to improve the lot.

The meeting was opened to the public for their comments at this time.

Russ Ackermen, 405 Grand Avenue, said the Grand Avenue residents received verbal promises regarding the property being used as a park and were told the purchase of the property was to benefit their neighborhood. Mr. Ackerman said the residents are disappointed that no improvements were made and would like some improvements such as a park, road improvement, curbs, gutters, and sewer and water connections.

Allison Rigsby, 314 Grand Avenue, said the previous Village Administrator said the Village bylaws require a park in each subdivision and promised the residents a park. She said the vacant property serves its purpose by serving as a turn-around for people who ignore the dead-end sign. If the property were sold and developed, trucks would not have any place to turn around. She is concerned about the children's safety that play in the street and driveways including her own.

Russ Ackermen said he has lived on Grand Avenue since 1955 and concurred with Ms. Rigby's concerns about the children's safety.

Sharon Abanovich, 23432 Grand Avenue, said the residents did not want the annexation and were very angry about it. She said there are other issues like the lights from Costco shining into her home. She would like to see the lighting addressed, trees planted, and the park developed. Ms. Abanovich has paperwork regarding the annexation and will allow staff to review it.

Director Perkins provided further information based upon his research and stressed that the past Park and Recreation Advisory Board had never intended to turn the lot into a park. He assumes it was considered for a park because the Developer Contributions from the Park Improvement Fund had been used to purchase the property but was paid back with interest so the property was technically not purchased with park funds.

Discussion and additional comments from the residents followed. Village Administrator Vitas again thanked the residents for their comments and assistance. He said there was more research to be done and many issues that needed to be considered. He recommended this issue be part of the Open Space Master Plan update discussions that would involve public comments and participation. The public will be notified of meetings through the Village web site and Newsline and invited to participate in the discussions.

#### B. Review of Special Event Guidelines – Attachment/Discussion/Recommendation

Director Perkins reviewed the proposed changes to the Special Events Guidelines. He said a trustee suggested that the Park Director be given authority to approve recurring events rather than requiring both the Park and Recreation Advisory Board and Board of Trustees to approve them to save time and effort for all involved. Director Perkins concurred and proposed other changes. They include requiring Park and Recreation Advisory Board and Board of Trustees approval for events over 200 people rather than 100 people. Events under 200 people may be approved by the Park Director. The park entrance fees were increased and other miscellaneous wording changes were made.

Director Perkins was asked to be open to new opportunities to allow park usage and collect fees such as weddings on park property. The Park and Recreation Advisory Board members expressed agreement with the concept but wanted more time to review the proposed changes and will take a vote at the next meeting.

**C. Sustainability Issues Related to Current and Future Parks Projects:**  
Discussion and Presentation by Jan Papa

Jan Papa had provided information to the Park and Recreation Advisory Board members and Director Perkins about sustainability initiatives. She gave a brief presentation defining sustainability and discussing ways in which it can be implemented. She referred to Leadership in Energy & Environmental Design (LEED), an internationally recognized green building certification system. Jan said the sustainability initiatives are gaining momentum and need to be considered when making future plans. There was agreement that the revisions to the Open Space Master Plan should include sustainability issues so it can remain up-to-date and benefit the Village.

**5. Director's Report:**

Director Perkins reported on the following items:

- WebTrac (On-line Registration Computer Program) – Installed with staff training this week. Will be available for winter program registration.
- Winter/Spring Brochure – Due out in mid November.
- IRMA Playground Inspection – Staff is preparing their responses.
- Open Space Master Plan RFQ – Sent to 33 vendors. Waiting for responses.
- Lake Zurich Chamber of Commerce Contribution – Presented \$1,700 check from proceeds from Taste of the Towns. Will be used to purchase an automated external defibrillator (AED).

**6. Items Attached:**

- A. Park Improvement Fund Report – 10/7/10
- B. Park Improvement Fund – (Current FY expense/revenue reports)
- C. Department Budget (Current FY expense/revenue reports)
- D. Monster Bash Flyer

**7. Adjournment:**

MOTION made by Dawn Brazier, seconded by Jeff Carey, to adjourn the meeting.  
Voice vote, all in favor. MOTION CARRIED.

The meeting was adjourned at 8:45 p.m.

Submitted by: *Janet McKay, Recording Secretary*

Approved by: \_\_\_\_\_  
Judi Thode, Park and Recreation Advisory Board Chair