



*At the Heart of Community*

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**Park and Recreation Advisory Board**

Village Hall Board Room

Tuesday, December 12, 2023- 6:30 PM

AGENDA

1. Call to Order
2. Roll Call: Chairperson Kevin Koch; Members: Vice-Chair Tim Andrews, Shawn Bergfalk, Allen Borg, Jeff Carey, Cathy Malloy and Sariah Quimby
3. Approval of Minutes: August 8, 2023
4. Public Comments: This is an opportunity for residents to comment briefly on matters included on the agenda and otherwise of interest to the Village of Lake Zurich's Park & Recreation Department and Advisory Board. Public Comment is limited to 30 minutes total and 5 minutes per speaker.
5. New Business
  - A. Breezewald Park Multi Use Facility & Beach Discussion  
Current operational demands require additional storage for aquatics and public works to maintain the beach. During inclement weather aquatics staff is currently utilizing the small mechanical closet for shelter. The fiscal 2023 and 2024 budget includes construction for a new multi-purpose shelter and restroom facility that would provide ample storage for operations and shelter for aquatics staff. The facility will be constructed in-house over the winter months with a May 2024 completion date. The new facility will also provide for better connectivity and Wi-Fi access. Currently the beach, per Village ordinance, is a resident and beach pass holder beach only. There is an opportunity to allow for beach pass purchases on site at Breezewald Beach in the Summer of 2024 to accommodate nonresidents who would like to gain entry to the site. Per the Village ordinance, Breezewald Beach is free to residents and able to be utilized by nonresident beach pass holders.
  - B. Internal Special Event Approvals  
Summary: Staff is seeking a Park and Recreation Advisory Board recommendation for the following internally run special events in FY24: Annual Egg Hunt, Arbor Day, Food Truck Socials, Farmers Market, Family Fishing Derby, Groove Grove, July 4<sup>th</sup>, Rock the Block, and Miracle on Main Street
  - C. External Special Event Approvals  
Summary: Staff is seeking a Park and Recreation Advisory Board recommendation for the following externally run special events proposed to be held on Village park property in FY24: LPOA Winter Fest, Purple Plunge, My Density Matters Boat Crawl, Unplugged Fest, Bushel of Apples Fest, and My Density Matters Paint the Lake Pink Walk
6. Old Business
7. Treasurer's Report

8. Advisory Board Member Reports/Updates
  - A. Cathy Malloy/Tim Andrews- Miracle on Main Street- 12/2
  - B. Shawn Bergfalk- Groove Grove
  - C. Kevin Koch-Farmers Market
  - D. Jeff Carey- Rock the Block
9. Staff Report
  - A. SRA Fund – Subtask force
  - B. Park Highlights/Updates- OSLAD Grant, Electronic Marquee Status, Staples Park Façade Improvements; FY24 includes Paulus Park Improvements (sprayground/band shell), continued Staples Park improvements, roof replacements (Chalet, concessions stand and Shelter A), and tennis court renovations at Staples and Sonoma Park
  - C. Facility Highlights/Updates – Flooring at Buffalo Creek Building B update; FY24 budget includes Buffalo Creek A floor replacement
  - D. Program Update- Do Art Productions Contractor,
  - E. Event Updates- Jack O Lantern World Update, Merry & Bright Breezewald at Night, Letters to Santa, Annual Egg Hunt, Arbor Day & AOF Programs (page 9 of the Spring/Summer Brochure)
  - F. Staff Update- Guest Service Associate position hiring status
10. Written Communications- Local News, Event & Program Promotions
11. Adjournment

February 13, 2024

The Village of Lake Zurich is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations so that they can observe and participate in this meeting, or who have questions regarding the accessibility of the meeting or the Village's facilities, should contact the Village's ADA Coordinator at 847-438-5141 (TDD 847-438-2349) promptly to allow the Village to make reasonable accommodations for those individuals.

**Unapproved  
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 baggows 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 baggows 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.

<sup>H.</sup>  
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.



*At the Heart of Community*

PARKS AND RECREATION DEPARTMENT

200 South Rand Road  
Lake Zurich, Illinois 60047

(847) 438-5146  
LakeZurich.org

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**MEMORANDUM**

Date: December 12, 2023  
To: Park and Recreation Advisory Board  
From: Bonnie Caputo, Recreation Director  
Subject: Breezewald Park Multi Use Facility & Beach Discussion

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**Issue:**

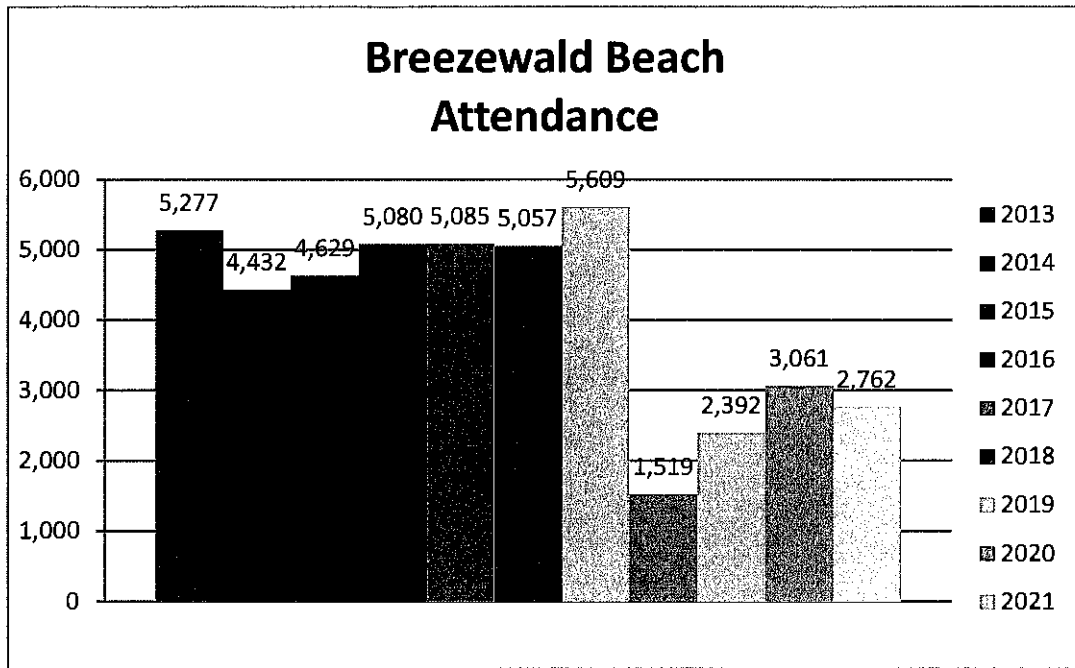
Current operational demands require additional storage for aquatics and public works to maintain the beach. During inclement weather aquatics staff is currently utilizing the small mechanical closet for shelter. The fiscal 2023 and 2024 budget includes construction for a new multi-purpose shelter and restroom facility that would provide ample storage for operations and shelter for aquatics staff. The facility will be constructed in-house over the winter months with a May 2024 completion date. The new facility will also provide for better connectivity and Wi-Fi access. Currently the beach, per Village ordinance, is a resident and beach pass holder beach only. There is an opportunity to allow for beach pass purchases on site at Breezewald Beach in the Summer of 2024 to accommodate nonresidents who would like to gain entry to the site.

**Analysis:**

Per the Village ordinance, Breezewald Beach is free to residents (must provide proof of residency upon entrance) and able to be utilized by nonresident beach pass holders. With the renovation of the playground and addition of the Sunset Pavilion amenity, traffic at Breezewald Park has increased.

With the increase in park attendance, recorded beach attendance at the site has drastically decreased over the years. The beach is currently staffed and available to the public 5 days a week from 12-7pm for the 9-week regular beach season. Last year the average daily attendance was 43 people with the beach capacity of 125 beach goers at any given time. The beach is staffed with 2 lifeguards during the weekday hours of operation and 3 lifeguards on the weekends. Lifeguard supervision ratios are 1 guard for the first 50 swimmers followed by at 1:25 ratio. This ratio only pertains to individuals in the water and not those on the sand.





In 2020, Breezewald Beach opened in July and had limited availability due to COVID social distancing restrictions.

Over the years the department has taken beach pass registration and payment at the Paulus Park Barn and Paulus Park Beach locations. With the construction of the multi-use facility, the Village also plans to expand their Wifi coverage and technology on site. This provides the opportunity for the department to expand the beach pass sales to the Breezewald Beach site. To continue to be in line with the Village ordinance, sales would be limited to season beach passes, no daily or guest entry (credit card sales only).

**Recommendation:**

Discussion only

w/ Attachments; Village Ordinance 7-3-5 Paulus & Breezewald Park Beaches, Breezewald Park Multi Use Facility Renderings

PP / Breezewood Beach Ordinance

**7-3-5: PAULUS PARK AND BREEZEWALD PARK BEACHES:**

A. Paulus Park Beach Entry Requirement: No person shall use the beach at Paulus Park without first having obtained a season pass or having paid the daily entry fee in accordance with this section. (Ord. 2007-01-475, 1-15-2007)

B. Breezewald Park Beach: A resident of the village must provide proof of that residency to use the beach at Breezewald Park without a pass. No entrance pass or fee is required for residents to use the beach at Breezewald Park. No person who lives outside the corporate limits of the village may use the beach at Breezewald Park without first having obtained a nonresident beach season pass in accordance with this section. Breezewald Park does not accept a daily entry fee for use of the beach at Breezewald Park. (Ord. 2009-03-619, 3-16-2009)

C. Beach Season Passes For Residents: Residents may purchase either a beach season pass for a family or individual beach season passes by completing a form provided by the village and paying the required fee. The form provided by the village shall require identification of all family members living at the resident address. Individual identification passes will be issued to each such family member. Only one beach season pass form may be completed for each individual or family. (Ord. 2007-01-475, 1-15-2007)

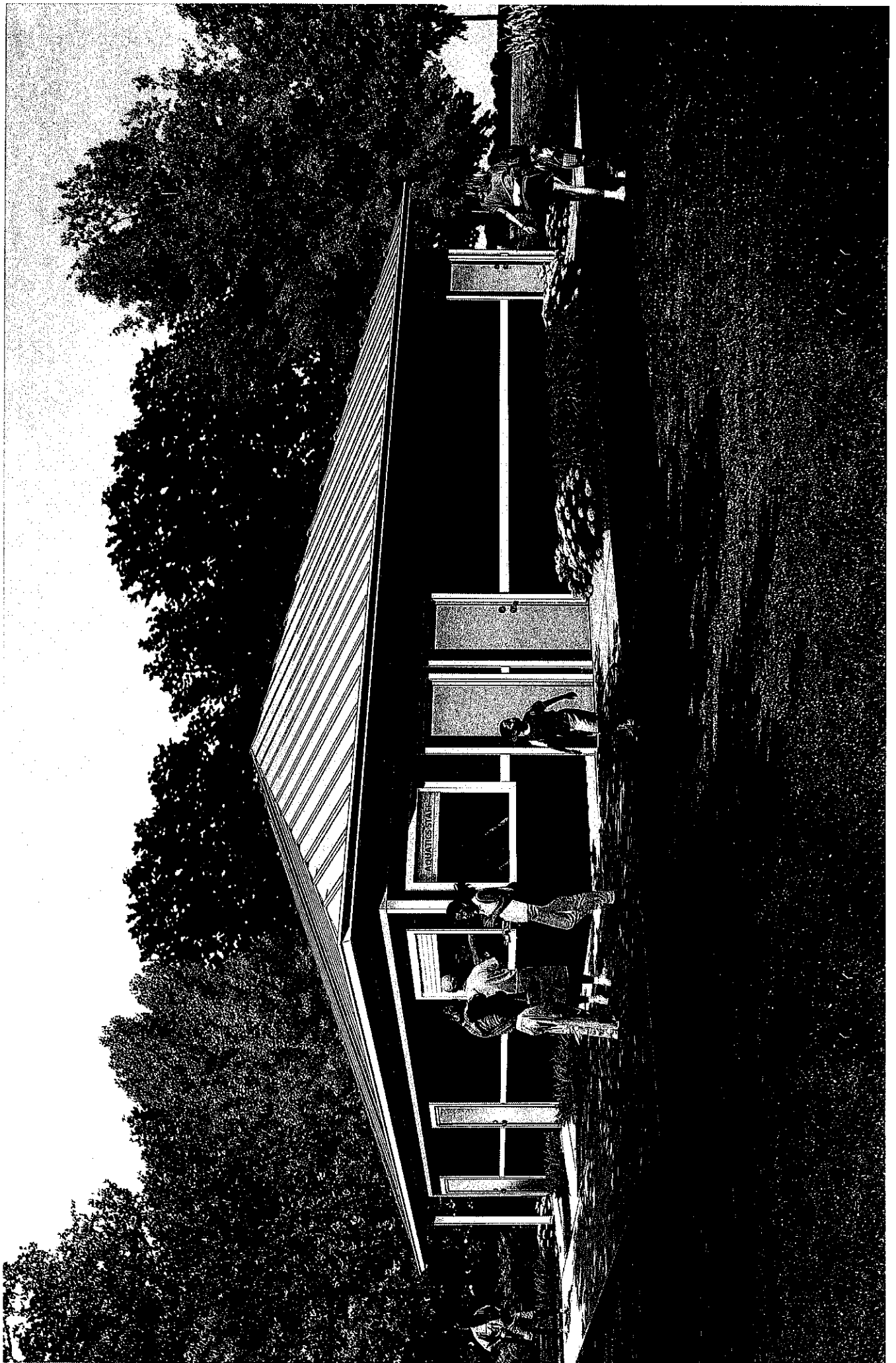
D. Resident Daily Guests: A resident who has purchased a beach season pass for the beach at Paulus Park may bring guests to the beach at Paulus Park by purchasing guest passes or by paying the daily fee therefor. Resident daily guest passes are not available for access to the beach at Breezewald Park; a nonresident beach season pass is required for nonresident access to the beach at Breezewald Park. (Ord. 2009-03-619, 3-16-2009)

E. Entry Fees For Residents: The fees applicable to residents for: 1) beach season passes, 2) guest passes, and 3) daily admissions shall be as established from time to time by the board of trustees.

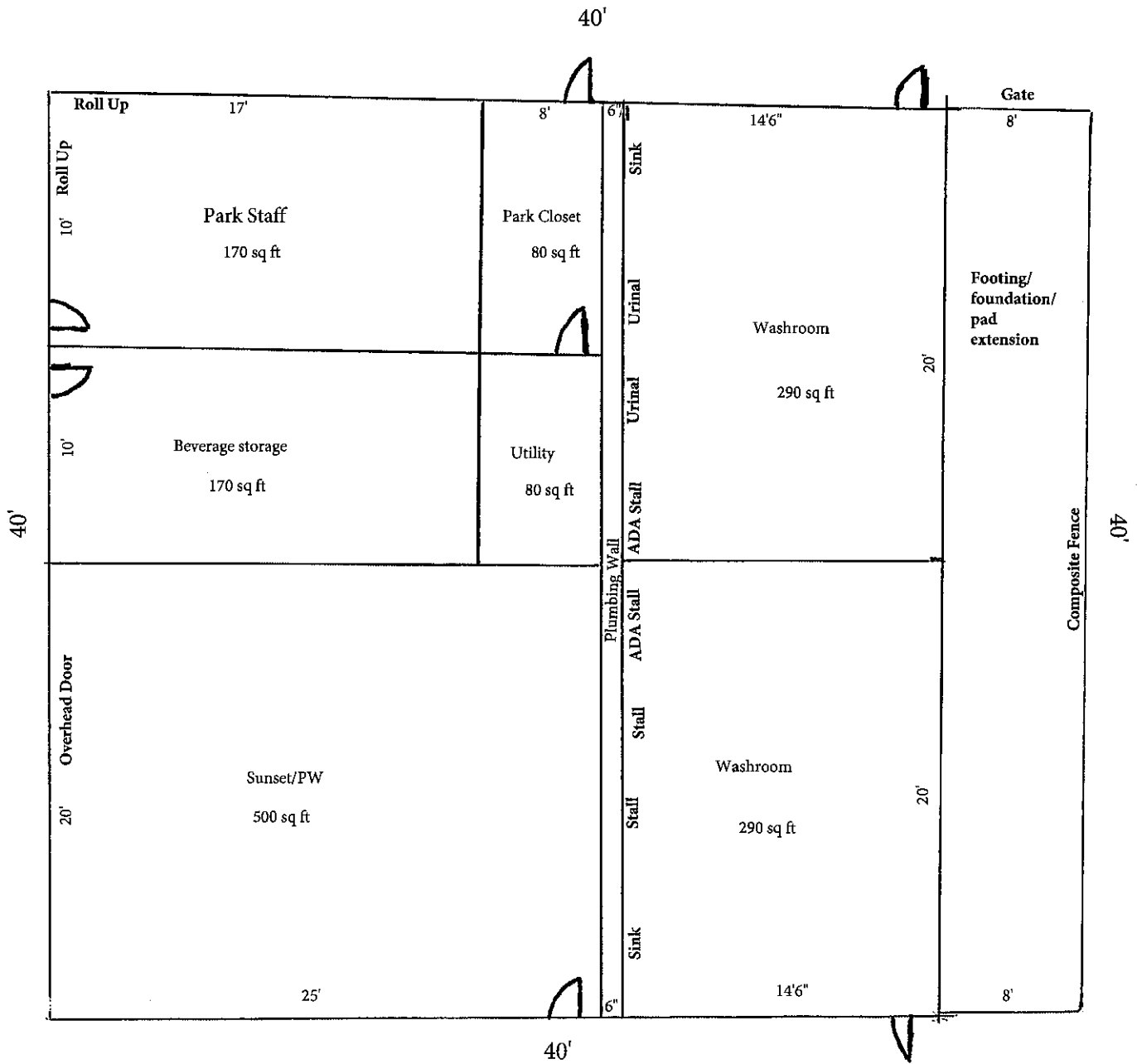
F. Beach Season Passes For Nonresidents: Persons who live outside the corporate limits of the village may secure nonresident beach season passes by registering on a form provided by the village and paying the required fee. Individual identification passes will be issued to each person living at the registered nonresident address. Only one nonresident beach season pass form may be completed for each nonresident individual or family.

G. Nonresident Daily Guests: All nonresidents who have purchased a nonresident beach season pass may bring guests to the beach by paying the daily fee therefor. Guest passes shall not be issued to nonresidents.

H. Entry Fees For Nonresidents: The fees applicable to nonresidents for: 1) beach season passes and 2) daily admissions shall be as established from time to time by the board of trustees. (Ord. 2007-01-475, 1-15-2007)



Path





## PARKS AND RECREATION DEPARTMENT

200 South Rand Road  
Lake Zurich, Illinois 60047

(847) 438-5146  
LakeZurich.org

*At the Heart of Community*

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### MEMORANDUM

Date: December 12, 2023  
To: Park and Recreation Advisory Board  
From: Bonnie Caputo, Recreation Director  
Subject: Park and Recreation Internal Special Event Requests FY24

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#### Issue:

According to Special Events guidelines, events requiring only Park/Facility use with attendance over 100 must be reviewed and approved by the Village Board of Trustees.

#### Analysis:

Below is a summary of the internal special events the Park and Recreation Department is requesting approval for in FY24:

Event	Date(s) and Time(s)	Location	Estimated Attendance
Annual Egg Hunt	3/23/24 11:30am-12pm	Paulus Park	1,500+
Arbor Day	4/27/24 9am-12pm	Paulus Park	100+
Food Truck Socials	Every Wednesday, June-August 4-7pm	Paulus Park	200+

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<b>Farmers Market</b>	6/7/24-9/13/24 3-7pm	Paulus Park	1,000+ each market
<b>Family Fishing Derby</b>	June 16, 2024 9am-12pm	Paulus Park	100+
<b>Groove Grove</b>	6/12, 6/26, 7/10, 7/24, 8/14 & 8/28 4-7pm	Paulus Park	200+ per date
<b>July 4<sup>th</sup></b>	7/4/24 10am-approx. 10pm	Paulus Park	10,000+
<b>Rock the Block</b>	9/14/24 5pm-11pm	Downtown Lake Zurich Main Street	8,000+
<b>Miracle on Main Street</b>	12/7/24 3-6:30pm	Downtown Lake Zurich Main Street	3,000+

Certain events listed above require local street closures for event set up and operations. Rock the Block requires Main Street (from Church to Old Rand Road) to be closed from 9am through event clean up (approximately 3am on 9/15/24). The Miracle on Main Street event requires Main Street (from Church Street to Old Rand Road) to be closed from 9am through event clean up (approximately 11pm on 12/7/24).

**Recommendation:**

To be discussed by the Park and Recreation Advisory Board with a recommendation to be made for Village Board.



*At the Heart of Community*

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## MEMORANDUM

Date: December 12, 2023  
To: Park and Recreation Advisory Board  
From: Bonnie Caputo, Recreation Director  
Subject: FY24 External Special Event Requests

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**Issue:**

According to Special Events guidelines, private events requiring only Park/Facility use with attendance over 100 must be reviewed and approved by the Park and Recreation Advisory Board and then the Village Board of Trustees.

**Analysis:**

Below are additional external special event requests the Park and Recreation Department is requesting approval for in FY24:

Event	Date(s) and Time(s)	Location	Estimated Attendance
LPOA Winter Lake Fest	2/3/24 10am-7pm	Paulus Park no swim area	Under 100
Purple Plunge	3/2/24 10:30am-12:30pm	Breezewald Park/Beach	1000+
My Density Matters Boat Crawl	6/8/24 5:30-9:30pm	Paulus Park	175-200
Unplugged Fest	8/4/24 OR 8/11/24 11am-3pm	Paulus Park	300+

**Phase Three Brewing  
Bushel of Apples Fest**

9/20/24-3-9pm

Paulus Park

1,500+ total  
anticipated  
attendance for  
fest

9/21/24- 11am-9pm

9/22/24- 11am-4pm

**My Density Paint the Lake  
Pink Walk**

10/13/24  
10am-12pm

Paulus Park

200+

All event applications are consistent with years past. External partners still have until Friday, December 15<sup>th</sup> to apply to reserve their 2024 date. Unplugged Fest is asking for consideration to move to the 8/11/24 date if Brazilian Fest does not apply by the deadline.

**Recommendation:**

Staff recommends that the Park and Recreation Advisory Board accept the above applicant requests to utilize park property for FY24.

w/Attachments: Special Events Requests and/or Applications



# SPECIAL EVENT APPLICATION & AGREEMENT

## EVENT SUMMARY

Event Name LPOA - Winter Lake Fest 2024

Event Type/Purpose Social event for private associate (Lake Property Owners Association)

Event Date(s) Saturday - 2/3/2024 Event Start/End Time 10a-7p

Event Location Paulus Park - Partially on public beach sand and frozen Lake Zurich

*Note: The Village does not grant exclusive use of their parks and outdoor facilities.*

## APPLICANT INFORMATION

Organization Name Lake Property Owners Association

Applicant's Name/Responsible Party Tom Rylko

Organization/Applicant/Address/City/State/Zip 272 W Main St Lake Zurich

Applicant Phone Numbers 847-708-2337

Applicant E-Mail Address thomasrylko@hotmail.com

Contact Name & Phone Number During Event Same as applicant

\*Representative must be on site and available during event hours

## EVENT SITE DETAILS

If your event is for a run/walk/parade, you must include a MAP of your route with the application

Provide a detailed description of your event \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



Approximate number of people expected at event 50-75

Is this a returning event to Lake Zurich or first time event? Returning

Will there be food concessions at the event? No *Contact the Lake County Health Dept. for requirements*

Will there be inflatables/bounce houses at the event? No  
(You will be required to note this on your certificate of insurance and contact JULIE)

Will there be emergency medical services present? No  
(Outside municipalities may not provide services in the Village)

Will you be selling or serving alcohol (**only for LZ residents + LZ businesses/organizations**) at the event? Yes If yes, contact Village Hall and see I.H. for details

Number and location of portable toilet facilities provided # N/A Location: \_\_\_\_\_

Will there be assembly tents/canopies erected at the event? Two pop up tents (10'x10')  
(If yes, contact the Community Services Dept. for permit & to schedule an inspection (anything > 10x10))

Will you be selling items or raffling items? No

Are you requesting the closure of any streets? If so, provide street names and include a map

No

(Note that street closures require Police, Fire, Park Advisory, Village Board and/or IDOT approval and may incur additional fees. In addition, you must notify property owners along the route of the date and time of street closures - check with Park & Recreation staff for assistance.)

Are you requesting any other Village services? (i.e. water, electric, etc) No

Does the applicant/organization owe any outstanding invoices to the Village? No  
(Unpaid invoices may result in denial of event application.)

Would you like your event listed on the Village's social media (free of charge) No

Note your event's website address, if you'd like that included N/A

With my signature, I certify that I have read and agree to the Village of Lake Zurich Special Event Policy and all items listed on this application. I agree to abide by all applicable ordinances & regulations.

Signature Tom Rylko

Date 12/8/2023



## WAIVER AND RELEASE OF ALL CLAIMS

The undersigned participant agrees to obey all Village of Lake Zurich rules and regulations. As a user of the park, I recognize and acknowledge that there are certain risks of physical injury and I agree to assume the full risk of any injury, including death, damages or loss which I, or any of my guests may sustain as a result of participating in any activities connected with or associated with the use of Department parks. I agree to waive and relinquish all claims I may have against the Village of Lake Zurich and its officers, agents, servants, employees and volunteers. I further agree to indemnify and hold harmless and defend the Village of Lake Zurich and its officers, agents, servants, employees and volunteers from any and all claims sustained by me and/or my guests. I have read and fully understand the above details and waive and release all claims.

It will be my responsibility to assure our group follow all special event policies outlined in the policy/application including the Village of Lake Zurich park rules.

Tom Rylko

12/8/2023

Signature

Date

## FOR OFFICE USE ONLY

Date application received

12/8/23

*[Handwritten Signature]*

Application approved or denied by

Date paid

Amount

Check/Cash/Credit

Certificate of Insurance received by

Raffle Permit received by

Liquor License received by

Tent Permit received by

JULIE contacted



# SPECIAL EVENT APPLICATION & AGREEMENT

## EVENT SUMMARY

Event Name PURPLE PLUNGE

Event Type/Purpose CHARITY

Event Date(s) 3/2/24 Event Start/End Time 10:30am - 12:30

Event Location BREEZEWALD PARK: BEACH

*Note: The Village does not grant exclusive use of their parks and outdoor facilities.*

## APPLICANT INFORMATION

Organization Name PURPLE PLUNGE INC.

Applicant's Name/Responsible Party JOE BORDENAVE

Organization/Applicant/Address/City/State/Zip 804 WOODBINE CIR  
LAKE ZURICH, IL 60047

Applicant Phone Numbers 224-715-4545

Applicant E-Mail Address JBORDENAVE@COMCAST.NET

Contact Name & Phone Number During Event SAME AS ABOVE

\*Representative must be on site and available during event hours

## EVENT SITE DETAILS

If your event is for a run/walk/parade, you must include a MAP of your route with the application

Provide a detailed description of your event PARTICIPANTS PLUNGE INTO  
LAKE ZURICH



Approximate number of people expected at event 1000

Is this a returning event to Lake Zurich or first time event? Yes

Will there be food concessions at the event? No Contact the Lake County Health Dept. for requirements

Will there be inflatables/bounce houses at the event? No  
(You will be required to note this on your certificate of insurance and contact JULIE)

Will there be emergency medical services present? Yes  
(Outside municipalities may not provide services in the Village)

Will you be selling or serving alcohol (**only for LZ residents + LZ businesses/organizations**) at the event? No If yes, contact Village Hall and see I.H. for details

Number and location of portable toilet facilities provided # 3 Location: SCOREBOARD BASE GRILL

Will there be assembly tents/canopies erected at the event? Yes  
(If yes, contact the Community Services Dept. for permit & to schedule an inspection (anything > 10x10))

Will you be selling items or raffling items? Yes

Are you requesting the closure of any streets? If so, provide street names and include a map

No  
(Note that street closures require Police, Fire, Park Advisory, Village Board and/or IDOT approval and may incur additional fees. In addition, you must notify property owners along the route of the date and time of street closures - check with Park & Recreation staff for assistance.)

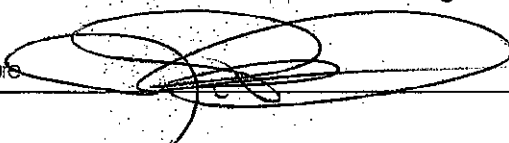
Are you requesting any other Village services? (i.e. water, electric, etc) Yes - electric

Does the applicant/organization owe any outstanding invoices to the Village? No  
(Unpaid invoices may result in denial of event application.)

Would you like your event listed on the Village's social media (free of charge) Yes

Note your event's website address, if you'd like that included PURPLE PLUNGE.ORG

With my signature, I certify that I have read and agree to the Village of Lake Zurich Special Event Policy and all items listed on this application. I agree to abide by all applicable ordinances & regulations.

Signature 

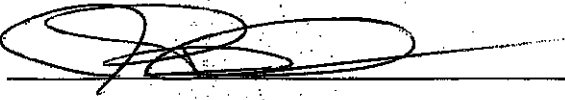
Date 10/27/23



## WAIVER AND RELEASE OF ALL CLAIMS

The undersigned participant agrees to obey all Village of Lake Zurich rules and regulations. As a user of the park, I recognize and acknowledge that there are certain risks of physical injury and I agree to assume the full risk of any injury, including death, damages or loss which I, or any of my guests may sustain as a result of participating in any activities connected with or associated with the use of Department parks. I agree to waive and relinquish all claims I may have against the Village of Lake Zurich and its officers, agents, servants, employees and volunteers. I further agree to indemnify and hold harmless and defend the Village of Lake Zurich and its officers, agents, servants, employees and volunteers from any and all claims sustained by me and/or my guests. I have read and fully understand the above details and waive and release all claims.

It will be my responsibility to assure our group follow all special event policies outlined in the policy/application including the Village of Lake Zurich park rules.



Signature

10/27/23

Date

## FOR OFFICE USE ONLY

Date application received 10/30/23

Application approved or denied by Mansabehn

Date paid \_\_\_\_\_ Amount \_\_\_\_\_ Check/Cash/Credit \_\_\_\_\_

Certificate of Insurance received by 

Raffle Permit received by \_\_\_\_\_

Liquor License received by \_\_\_\_\_

Tent Permit received by \_\_\_\_\_

JULIE contacted \_\_\_\_\_





VILLAGE OF LAKE ZURICH SPECIAL EVENT PERMIT APPLICATION (ATTENDANCE OVER 500)  
PLEASE COMPLETE PAGE ONE OF THE APPLICATION

Organization	Name of Organization <b>PURPLE RUNNER, INC</b>		Type of Organization <b>CHARITY</b>		Is this a "Not For Profit Organization" <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
	Address for Organization <b>809 WOODBINE CIR LT 60097</b>			Email Address		
	Contact Person <b>JOE BORDENAVE</b>		Home Number	Business Number	Cell Phone Number <b>224-715-4845</b>	
	Chairman/President's Name (if Different) <b>PAUL HUNT</b>		Home Number	Business Number	Cell Phone Number <b>847-306-0753</b>	
Is your Organization willing to reimburse the Village for costs of services rendered? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If not, indicate why?						
Event	Date(s) of Event <b>3/2/24</b>	Day(s) of the week <b>SATURDAY</b>	Time(s) of Event <b>10:30 - 12:30 PM @ 11:00</b>		Has this event been held in the past? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No When? <b>PAST 10 YRS</b>	
	Describe the Type of Event you wish to hold			Location(s) of event		
Police Department	Will your event require the assistance of the Police Department? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Will the event require the closing of any roadways? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Name(s) of roads to be closed	
	Type of assistance needed from the Police Department (Check all that apply) <input type="checkbox"/> Road Closure <input checked="" type="checkbox"/> Traffic Control <input checked="" type="checkbox"/> Pedestrian Control <input type="checkbox"/> Security <input checked="" type="checkbox"/> Parking Control <input type="checkbox"/> Crowd Control <input type="checkbox"/> Other					
	List any other assistance the Police Department would be providing <b>EXPLODERS</b>		Type of Police Department Equipment Needed <input type="checkbox"/> Squad Cars <input type="checkbox"/> No Parking Signs <input checked="" type="checkbox"/> Traffic Cones <input type="checkbox"/> Other:			
	Has contact been made with a representative of the Police Department <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Name of Police Official Contacted		Rank	When Contacted:
Fire Department	Will your event require the assistance of the Fire Department? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Will your event require the use of Fire Department Personnel? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Will any equipment belonging to the Fire Department be used? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain	
	Type of Equipment <input checked="" type="checkbox"/> Ambulance <input type="checkbox"/> Engine <input type="checkbox"/> Other (Please Describe)					
	Describe the type of assistance required from the Fire Department <b>DIVERS IN WATER</b>					
	Has contact been made with a representative of the Fire Department <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Name of Fire Department Official Contacted		Rank	When Contacted:
Park & Recreation Dept.	Will your event require assistance of the Park & Recreation Department <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain		Will the event require the use of any Village Parks or Park Property <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain			
	Name of Park Property to be used (if applicable) <b>BREERWOOD</b>		Address of Park Property to be used (if applicable)			
	Will the event require use of Park & Recreation Department Personnel <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Uncertain		Describe the type of personnel assistance required			
	Will any Park & Recreation Department equipment be required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Type of Equipment <input type="checkbox"/> Stage <input type="checkbox"/> Beaches <input type="checkbox"/> Shelters <input type="checkbox"/> Picnic Tables <input type="checkbox"/> Tents			
	Describe any other Park & Recreation Department Equipment Needed <b>BOATS</b>					
Public Works	Has contact been made with a representative of the Park & Recreation Department <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Name of Park & Recreation Department Official Contacted <b>BONNIE CAPUTO</b>		Title <b>RECREATION MGR</b>	When Contacted:
	Will the event require the assistance of the Public Works Department <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain		Will the event require the use of Public Works Personnel <input type="checkbox"/> Yes <input type="checkbox"/> No		Will the Event require the use of Public Works Equipment <input type="checkbox"/> Yes <input type="checkbox"/> No	
	Describe the type of assistance required from the Public Works Department <b>BARRIERS FOR OPEN ICE</b>					
	Type of equipment needed <input checked="" type="checkbox"/> Barricades <input type="checkbox"/> Signs <input type="checkbox"/> Clean up Crew <input type="checkbox"/> Trucks <input type="checkbox"/> Others:					
	Will the event require the use of any Public Works Property <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not Certain					
Building	Has contact been made with a representative of the Public Works Department <input type="checkbox"/> Yes <input type="checkbox"/> No		Name of Public Works Department Official Contacted		Title	When Contacted:
	Will the event require the assistance of the Building Department <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown		Will the event involve the use of electrical equipment <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Will any electrical equipment be used outdoors <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	Will the event involve the modification of any structures <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will the event involve the building of any structures <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will the event require the assistance of any Building Department Personnel <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Has contact been made with a representative of the Building Department <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Name of Building Department Official Contacted		Title	When Contacted:

# SPECIAL EVENT APPLICATION & AGREEMENT

## EVENT SUMMARY

Event Name Boat Crawl

Event Type/Purpose Non-Profit fund-raiser

Event Date(s) Sat June 8, 2024 Event Start/End Time 5:30 - 9:30

Event Location Paulus Park

Note: The Village does not grant exclusive use of their parks and outdoor facilities.

## APPLICANT INFORMATION

Organization Name My Density Matters

Applicant's Name/Responsible Party Laura Matuszewski

Organization/Applicant/Address/City/State/Zip \_\_\_\_\_

50 S. Rand Rd. Lake Zurich, IL 60047

Applicant Phone Numbers (847) 312-0884

Applicant E-Mail Address laura.matuszewski@mydensitymatters.org

Contact Name & Phone Number During Event Laura Matuszewski (847) 312-0884

\*Representative must be on site and available during event hours

## EVENT SITE DETAILS

If your event is for a run/walk/parade, you must include a MAP of your route with the application

Provide a detailed description of your event Participants will enjoy

cocktails, dinner, dessert, & a d.j. prior to

boarding boats for a sunset boat ride. If you  
could keep the bathrooms open a bit later that would be helpful.





Approximate number of people expected at event 1500 @ 175 - 200

Is this a returning event to Lake Zurich or first time event? 2nd year of the event, first time at Paulus.

Will there be food concessions at the event? Contact the Lake County Health Dept. for requirements  
Food will be provided for paying guests.

Will there be inflatables/bounce houses at the event? NO  
(You will be required to note this on your certificate of insurance and contact JULIE)

Will there be emergency medical services present? NO  
(Outside municipalities may not provide services in the Village)

Will you be selling or serving alcohol (only for LZ residents + LZ businesses/organizations) at the event? Yes If yes, contact Village Hall and see I.H. for details

Number and location of portable toilet facilities provided # N/A Location: N/A

Will there be assembly tents/canopies erected at the event? NO  
(If yes, contact the Community Services Dept. for permit & to schedule an inspection (anything > 10x10))

Will you be selling items or raffling items? Yes (selling raffle tickets)

Are you requesting the closure of any streets? If so, provide street names and include a map  
NO

(Note that street closures require Police, Fire, Park Advisory, Village Board and/or IDOT approval and may incur additional fees. In addition, you must notify property owners along the route of the date and time of street closures - check with Park & Recreation staff for assistance.)

Are you requesting any other Village services? (i.e. water, electric, etc) NO

Does the applicant/organization owe any outstanding invoices to the Village? NO  
(Unpaid invoices may result in denial of event application.)

Would you like your event listed on the Village's social media (free of charge) Yes

Note your event's website address, if you'd like that included mydensitymatters.org

With my signature, I certify that I have read and agree to the Village of Lake Zurich Special Event Policy and all items listed on this application. I agree to abide by all applicable ordinances & regulations.

Signature Dana Matuszynski Date 11-15-23



## **WAIVER AND RELEASE OF ALL CLAIMS**

The undersigned participant agrees to obey all Village of Lake Zurich rules and regulations. As a user of the park, I recognize and acknowledge that there are certain risks of physical injury and I agree to assume the full risk of any injury, including death, damages or loss which I, or any of my guests may sustain as a result of participating in any activities connected with or associated with the use of Department parks. I agree to waive and relinquish all claims I may have against the Village of Lake Zurich and its officers, agents, servants, employees and volunteers. I further agree to indemnify and hold harmless and defend the Village of Lake Zurich and its officers, agents, servants, employees and volunteers from any and all claims sustained by me and/or my guests. I have read and fully understand the above details and waive and release all claims.

It will be my responsibility to assure our group follow all special event policies outlined in the policy/application including the Village of Lake Zurich park rules.

Danuta Matuszewska

Signature

11-15-23

Date

## **FOR OFFICE USE ONLY**

Date application received \_\_\_\_\_

Application approved or denied by \_\_\_\_\_

Date paid \_\_\_\_\_ Amount \_\_\_\_\_ Check/Cash/Credit \_\_\_\_\_

Certificate of Insurance received by \_\_\_\_\_

Raffle Permit received by \_\_\_\_\_

Liquor License received by \_\_\_\_\_

Tent Permit received by \_\_\_\_\_

JULIE contacted \_\_\_\_\_





## VILLAGE OF LAKE ZURICH SPECIAL EVENT PERMIT APPLICATION (ATTENDANCE OVER 500)

PLEASE COMPLETE PAGE ONE OF THE APPLICATION

Playground Pavilion

Organization	Name of Organization <b>My Density Matters</b>		Type of Organization <b>Breast Cancer non-profit</b>		Is this a "Not For Profit Organization" <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
	Address for Organization <b>23450 New Haven Dr Hawthorn Woods</b>			Email Address <b>laura.matuszewski@mydensitymatters.org</b>		
	Contact Person <b>Laura Matuszewski</b>		Home Number <b>847 312-6884</b>	Business Number <b>Same</b>	Cell Phone Number <b>Same</b>	
	Chairman/Presidents Name (If Different) <b>Leslie Ferris Yerger</b>		Home Number <b>(847) 612-5182</b>	Business Number <b>Same</b>	Cell Phone Number <b>Same</b>	
Is your Organization willing to reimburse the Village for costs of services rendered? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If not, indicate why?						
Event	Date(s) of Event <b>10-8-24</b>		Day(s) of the week <b>Sat.</b>		Time(s) of Event <b>5:30 p.m.</b>	
	Describe the Type of Event you wish to hold <b>Dinner, cocktails, boating</b>		Location(s) of event <b>Paulus Park</b>			
Police Department	Will your event require the assistance of the Police Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will the event require the closing of any roadways? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Name(s) of roads to be closed	
	Type of assistance needed from the Police Department (Check all that apply) <input type="checkbox"/> Road Closure <input type="checkbox"/> Traffic Control <input type="checkbox"/> Pedestrian Control <input type="checkbox"/> Security <input type="checkbox"/> Parking Control <input type="checkbox"/> Crowd Control <input type="checkbox"/> Other					
	List any other assistance the Police Department would be providing		Type of Police Department Equipment Needed <input type="checkbox"/> Squad Cars <input type="checkbox"/> No Parking Signs <input type="checkbox"/> Traffic Cones <input type="checkbox"/> Other:			
	Has contact been made with a representative of the Police Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Name of Police Official Contacted		Rank	When Contacted:
Fire Department	Will your event require the assistance of the Fire Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will your event require the use of Fire Department Personnel? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will any equipment belonging to the Fire Department be used? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Uncertain	
	Type of Equipment <input type="checkbox"/> Ambulance <input type="checkbox"/> Engine <input type="checkbox"/> Other (Please Describe)					
	Describe the type of assistance required from the Fire Department					
Park & Recreation Dept.	Will your event require assistance of the Park & Recreation Department? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain		Will the event require the use of any Village Parks or Park Property? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain			
	Name of Park Property to be used (if applicable)		Address of Park Property to be used (if applicable)			
	Will the event require use of Park & Recreation Department Personnel? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain		Describe the type of personnel assistance required <b>Need picnic tables moved to shelter</b>			
	Will any Park & Recreation Department equipment be required? <input type="checkbox"/> Yes <input type="checkbox"/> No		Type of Equipment <input type="checkbox"/> Stage <input type="checkbox"/> Beaches <input checked="" type="checkbox"/> Shelters <input checked="" type="checkbox"/> Picnic Tables <input type="checkbox"/> Tents			
	Describe any other Park & Recreation Department Equipment Needed					
	Has contact been made with a representative of the Park & Recreation Department? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Name of Park & Recreation Department Official Contacted <b>Bonnie Caputo</b>		Title <b>Rec. Director</b>	When Contacted: <b>10-16-23</b>
Public Works	Will the event require the assistance of the Public Works Department? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain		Will the event require the use of Public Works Personnel? <input type="checkbox"/> Yes <input type="checkbox"/> No		Will the Event require the use of Public Works Equipment? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	Describe the type of assistance required from the Public Works Department					
	Type of equipment needed <input type="checkbox"/> Barricades <input type="checkbox"/> Signs <input type="checkbox"/> Clean up Crew <input type="checkbox"/> Trucks <input type="checkbox"/> Others:					
	Will the event require the use of any Public Works Property? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain					
Building	Has contact been made with a representative of the Public Works Department? <input type="checkbox"/> Yes <input type="checkbox"/> No		Name of Public Works Department Official Contacted		Title	When Contacted:
	Will the event require the assistance of the Building Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown		Will the event involve the use of electrical equipment? <input type="checkbox"/> Yes <input type="checkbox"/> No		Will any electrical equipment be used outdoors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	Will the event involve the modification of any structures? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will the event involve the building of any structures? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will the event require the assistance of any Building Department Personnel? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Has contact been made with a representative of the Building Department? <input type="checkbox"/> Yes <input type="checkbox"/> No		Name of Building Department Official Contacted		Title	When Contacted:



100

100

100

100

100

100

100





# SPECIAL EVENT APPLICATION & AGREEMENT

## EVENT SUMMARY

Event Name A Bushel of Apples Fall Fest 2024

Event Type/Purpose Fall Festival

Event Date(s) 9/20/24-9/22/24

Event Start/End Time 11am-9pm

Event Location Paulus Park

*Note: The Village does not grant exclusive use of their parks and outdoor facilities.*

## APPLICANT INFORMATION

Organization Name Phase Three Brewing

Applicant's Name/Responsible Party Mark Mesrobian

Organization/Applicant/Address/City/State/Zip \_\_\_\_\_

Phase Three Brewing, Mark Mesrobian, 932 Donata Ct, Lake Zurich, IL 60047

Applicant Phone Numbers 847 809 5989

Applicant E-Mail Address Mark@phasethreebrewing.com

Contact Name & Phone Number During Event Mark Mesrobian, 847 809 5989

*\*Representative must be on site and available during event hours*

## EVENT SITE DETAILS

If your event is for a run/walk/parade, you must include a MAP of your route with the application

Provide a detailed description of your event \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_





Approximate number of people expected at event 1500

Is this a returning event to Lake Zurich or first time event? Returning

Will there be food concessions at the event? Yes *Contact the Lake County Health Dept. for requirements*

Will there be inflatables/bounce houses at the event? \_\_\_\_\_

*(You will be required to note this on your certificate of insurance and contact JULIE)*

Will there be emergency medical services present? \_\_\_\_\_

*(Outside municipalities may not provide services in the Village)*

Will you be selling or serving alcohol **(only for LZ residents + LZ businesses/organizations)** at the event? Yes If yes, contact Village Hall and see I.H. for details

Number and location of portable toilet facilities provided # 6 Location: Paulus Park

Will there be assembly tents/canopies erected at the event? Yes

*(If yes, contact the Community Services Dept. for permit & to schedule an inspection (anything > 10x10))*

Will you be selling items or raffling items? Yes

Are you requesting the closure of any streets? If so, provide street names and include a map

*(Note that street closures require Police, Fire, Park Advisory, Village Board and/or IDOT approval and may incur additional fees. In addition, you must notify property owners along the route of the date and time of street closures - check with Park & Recreation staff for assistance.)*

Are you requesting any other Village services? (i.e. water, electric, etc) Electric

Does the applicant/organization owe any outstanding invoices to the Village? No

*(Unpaid invoices may result in denial of event application.)*

Would you like your event listed on the Village's social media (free of charge) Yes

Note your event's website address, if you'd like that included \_\_\_\_\_

With my signature, I certify that I have read and agree to the Village of Lake Zurich Special Event Policy and all items listed on this application. I agree to abide by all applicable ordinances & regulations.

Signature Mark Dunleavy Mesrobian

Date 11/10/23



## WAIVER AND RELEASE OF ALL CLAIMS

The undersigned participant agrees to obey all Village of Lake Zurich rules and regulations. As a user of the park, I recognize and acknowledge that there are certain risks of physical injury and I agree to assume the full risk of any injury, including death, damages or loss which I, or any of my guests may sustain as a result of participating in any activities connected with or associated with the use of Department parks. I agree to waive and relinquish all claims I may have against the Village of Lake Zurich and its officers, agents, servants, employees and volunteers. I further agree to indemnify and hold harmless and defend the Village of Lake Zurich and its officers, agents, servants, employees and volunteers from any and all claims sustained by me and/or my guests. I have read and fully understand the above details and waive and release all claims.

It will be my responsibility to assure our group follow all special event policies outlined in the policy/application including the Village of Lake Zurich park rules.

Signature Mark Dwinleary Mesrobian

Date 11/10/23

## FOR OFFICE USE ONLY

Date application received \_\_\_\_\_

Application approved or denied by \_\_\_\_\_

Date paid \_\_\_\_\_ Amount \_\_\_\_\_ Check/Cash/Credit \_\_\_\_\_

Certificate of Insurance received by \_\_\_\_\_

Raffle Permit received by \_\_\_\_\_

Liquor License received by \_\_\_\_\_

Tent Permit received by \_\_\_\_\_

JULIE contacted \_\_\_\_\_



**VILLAGE OF LAKE ZURICH SPECIAL EVENT PERMIT APPLICATION (ATTENDANCE OVER 500)****PLEASE COMPLETE PAGE ONE OF THE APPLICATION**

<b>Organization</b>	Name of Organization Phase Three Brewing		Type of Organization Brewery		Is this a "Not For Profit Organization" <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Address for Organization 932 Donata Ct. Lake Zurich, 60047			Email Address Mark@phasethreebrewing.com		
	Contact Person Mark Mesrobian		Home Number		Business Number 8478095989	
	Chairman/Presidents Name (If Different) Evan Morris		Home Number		Business Number 8473380071	
	Is your Organization willing to reimburse the Village for costs of services rendered? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If not, indicate why?					
<b>Event</b>	Date(s) of Event 9/20-9/22		Day(s) of the week Friday-Sunday		Time(s) of Event 3pm-9pm, 11am-9pm, 11am-4pm	
	Has this event been held in the past? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No When?					
<b>Police Department</b>	Describe the Type of Event you wish to hold Fall Festival			Location(s) of event Paulus Park		
	Will your event require the assistance of the Police Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will the event require the closing of any roadways? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Name(s) of roads to be closed	
	Type of assistance needed from the Police Department (Check all that apply) <input type="checkbox"/> Road Closure <input type="checkbox"/> Traffic Control <input type="checkbox"/> Pedestrian Control <input type="checkbox"/> Security <input type="checkbox"/> Parking Control <input type="checkbox"/> Crowd Control <input type="checkbox"/> Other					
	List any other assistance the Police Department would be providing			Type of Police Department Equipment Needed <input type="checkbox"/> Squad Cars <input type="checkbox"/> No Parking Signs <input type="checkbox"/> Traffic Cones <input type="checkbox"/> Other:		
	Has contact been made with a representative of the Police Department <input type="checkbox"/> Yes <input type="checkbox"/> No		Name of Police Official Contacted		Rank When Contacted:	
<b>Fire Department</b>	Will your event require the assistance of the Fire Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will your event require the use of Fire Department Personnel? <input type="checkbox"/> Yes <input type="checkbox"/> No		Will any equipment belonging to the Fire Department be used? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain	
	Type of Equipment <input type="checkbox"/> Ambulance <input type="checkbox"/> Engine <input type="checkbox"/> Other (Please Describe)					
	Describe the type of assistance required from the Fire Department					
	Has contact been made with a representative of the Fire Department <input type="checkbox"/> Yes <input type="checkbox"/> No		Name of Fire Department Official Contacted		Rank When Contacted:	
<b>Park &amp; Recreation Dept.</b>	Will your event require assistance of the Park & Recreation Department <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain		Will the event require the use of any Village Parks or Park Property <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain			
	Name of Park Property to be used (if applicable) Paulus Park		Address of Park Property to be used (if applicable) 200 S Rand Rd, Lake Zurich, IL 60047			
	Will the event require use of Park & Recreation Department Personnel <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Uncertain		Describe the type of personnel assistance required			
	Will any Park & Recreation Department equipment be required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Type of Equipment <input type="checkbox"/> Stage <input type="checkbox"/> Beaches <input checked="" type="checkbox"/> Shelters <input checked="" type="checkbox"/> Picnic Tables <input checked="" type="checkbox"/> Tents			
	Describe any other Park & Recreation Department Equipment Needed Light Towers					
<b>Public Works</b>	Has contact been made with a representative of the Park & Recreation Department <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Name of Park & Recreation Department Official Contacted Bonnie Caputo		Title The Best!	
	When Contacted: 9/22/23					
	Will the event require the assistance of the Public Works Department <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not Certain		Will the event require the use of Public Works Personnel <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will the Event require the use of Public Works Equipment <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Describe the type of assistance required from the Public Works Department					
	Type of equipment needed <input type="checkbox"/> Barricades <input type="checkbox"/> Signs <input type="checkbox"/> Clean up Crew <input type="checkbox"/> Trucks <input type="checkbox"/> Others:					
<b>Building</b>	Will the event require the use of any Public Works Property <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not Certain					
	Has contact been made with a representative of the Public Works Department <input type="checkbox"/> Yes <input type="checkbox"/> No		Name of Public Works Department Official Contacted		Title When Contacted:	
	Will the event require the assistance of the Building Department <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown		Will the event involve the use of electrical equipment <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Will any electrical equipment be used outdoors <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	Will the event involve the modification of any structures <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will the event involve the building of any structures <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Will the event require the assistance of any Building Department Personnel <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Has contact been made with a representative of the Building Department <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Name of Building Department Official Contacted		Title When Contacted:	

# SPECIAL EVENT APPLICATION & AGREEMENT

## EVENT SUMMARY

Event Name Paint The Lake Pink Walk  
Event Type/Purpose Non-profit fundraiser  
Event Date(s) Sun. Oct. 13, 2024 Event Start/End Time 10:00 am - Noon  
Event Location Polus Park

Note: The Village does not grant exclusive use of their parks and outdoor facilities.

## APPLICANT INFORMATION

Organization Name My Density Matters  
Applicant's Name/Responsible Party Laura Matuszewski  
Organization/Applicant/Address/City/State/Zip 505 Rand Rd  
Lake Zurich, IL 60047  
Applicant Phone Numbers (847) 312-0884  
Applicant E-Mail Address laura.matuszewski@mydensitymatters.org  
Contact Name & Phone Number During Event (847) 312-0884 Laura Matuszewski

\*Representative must be on site and available during event hours

## EVENT SITE DETAILS

If your event is for a run/walk/parade, you must include a MAP of your route with the application

Provide a detailed description of your event Participants will gather  
at 10:00 a.m. for announcements/speeches  
and begin the walk at 10:30 a.m. Upon returning  
raffle tickets will be pulled & winners announced.



of people expected at event 200

event to Lake Zurich or first time event? Returning

Food concessions at the event? NO Contact the Lake County Health Dept. for requirements

Will there be inflatables/bounce houses at the event? NO  
(You will be required to note this on your certificate of insurance and contact JULIE)

Will there be emergency medical services present? NO  
(Outside municipalities may not provide services in the Village)

Will you be selling or serving alcohol (**only for LZ residents + LZ businesses/organizations**) at the event? NO If yes, contact Village Hall and see L.H. for details

Number and location of portable toilet facilities provided # N/A Location: N/A

Will there be assembly tents/canopies erected at the event? NO  
(If yes, contact the Community Services Dept. for permit & to schedule an inspection (anything > 10x10))

Will you be selling items or raffling items? Yes

Are you requesting the closure of any streets? If so, provide street names and include a map

NO  
(Note that street closures require Police, Fire, Park Advisory, Village Board and/or IDOT approval and may incur additional fees. In addition, you must notify property owners along the route of the date and time of street closures - check with Park & Recreation staff for assistance.)

Are you requesting any other Village services? (i.e. water, electric, etc) NO

Does the applicant/organization owe any outstanding invoices to the Village? NO  
(Unpaid invoices may result in denial of event application.)

Would you like your event listed on the Village's social media (free of charge) Yes

Note your event's website address, if you'd like that included www.mydensitymatters.org

With my signature, I certify that I have read and agree to the Village of Lake Zurich Special Event Policy and all items listed on this application. I agree to abide by all applicable ordinances & regulations.

Signature Diana Matuszewski Date 11-15-23



## WAIVER AND RELEASE OF ALL CLAIMS

The undersigned participant agrees to obey all Village of Lake Zurich rules and regulation. the park, I recognize and acknowledge that there are certain risks of physical injury and I agree the full risk of any injury, including death, damages or loss which I, or any of my guests may sustain of participating in any activities connected with or associated with the use of Department parks. I do waive and relinquish all claims I may have against the Village of Lake Zurich and its officers, agents, servants, employees and volunteers. I further agree to indemnify and hold harmless and defend the Village of Lake Zurich and its officers, agents, servants, employees and volunteers from any and all claims sustained by me and/or my guests. I have read and fully understand the above details and waive and release all claims.

It will be my responsibility to assure our group follow all special event policies outlined in the policy/application including the Village of Lake Zurich park rules.

Chandra Matuszynski

11-15-23

Signature

Date

## FOR OFFICE USE ONLY

Date application received \_\_\_\_\_

Application approved or denied by \_\_\_\_\_

Date paid \_\_\_\_\_ Amount \_\_\_\_\_ Check/Cash/Credit \_\_\_\_\_

Certificate of Insurance received by \_\_\_\_\_

Raffle Permit received by \_\_\_\_\_

Liquor License received by \_\_\_\_\_

Tent Permit received by \_\_\_\_\_

JULIE contacted \_\_\_\_\_





## VILLAGE OF LAKE ZURICH SPECIAL EVENT PERMIT APPLICATION (ATTENDANCE OVER 500)

PLEASE COMPLETE PAGE ONE OF THE APPLICATION

Woodland Park

Organization	Name of Organization <b>My Density Matters</b>		Type of Organization <b>Non-profit Breast Cancer</b>		Is this a "Not For Profit Organization" <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <b>Yes</b>	
	Address for Organization <b>23450 New Haven Dr. H. Woods</b>			Email Address <b>laura.matuszewski@mydensitymatters.org</b>		
	Contact Person <b>Laura Matuszewski</b>		Home Number <b>(847) 312-0884</b>	Business Number <b>Same</b>	Cell Phone Number <b>Same</b>	
	Chairman/President's Name (if different) <b>Leslie Ferris Yerger</b>		Home Number <b>(847) 612-5182</b>	Business Number <b>Same</b>	Cell Phone Number <b>Same</b>	
Is your Organization willing to reimburse the Village for costs of services rendered? <input type="checkbox"/> Yes <input type="checkbox"/> No If not, indicate why?						
Event	Date(s) of Event <b>Oct. 13, 24</b>		Day(s) of the week <b>Sunday</b>		Time(s) of Event <b>10:00 a.m.</b>	
	Describe the Type of Event you wish to hold <b>Breast Cancer Walk</b>		Location(s) of event <b>Paulus Park</b>			
Police Department	Will your event require the assistance of the Police Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will the event require the closing of any roadways? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Name(s) of roads to be closed	
	Type of assistance needed from the Police Department (Check all that apply) <input type="checkbox"/> Road Closure <input type="checkbox"/> Traffic Control <input type="checkbox"/> Pedestrian Control <input type="checkbox"/> Security <input type="checkbox"/> Parking Control <input type="checkbox"/> Crowd Control <input type="checkbox"/> Other					
	List any other assistance the Police Department would be providing		Type of Police Department Equipment Needed <input type="checkbox"/> Squad Cars <input type="checkbox"/> No Parking Signs <input type="checkbox"/> Traffic Cones <input type="checkbox"/> Other:			
	Has contact been made with a representative of the Police Department <input type="checkbox"/> Yes <input type="checkbox"/> No		Name of Police Official Contacted		Rank	When Contacted:
Fire Department	Will your event require the assistance of the Fire Department? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will your event require the use of Fire Department Personnel? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will any equipment belonging to the Fire Department be used? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Uncertain	
	Type of Equipment <input type="checkbox"/> Ambulance <input type="checkbox"/> Engine <input type="checkbox"/> Other (Please Describe)					
	Describe the type of assistance required from the Fire Department					
Park & Recreation Dept.	Has contact been made with a representative of the Fire Department <input type="checkbox"/> Yes <input type="checkbox"/> No		Name of Fire Department Official Contacted		Rank	When Contacted:
	Will your event require assistance of the Park & Recreation Department <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain		Will the event require the use of any Village Parks or Park Property <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain			
	Name of Park Property to be used (if applicable)		Address of Park Property to be used (if applicable)			
	Will the event require use of Park & Recreation Department Personnel <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain		Describe the type of personnel assistance required			
	Will any Park & Recreation Department equipment be required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Type of Equipment <input type="checkbox"/> Stage <input type="checkbox"/> Beaches <input checked="" type="checkbox"/> Shelters <input checked="" type="checkbox"/> Picnic Tables <input type="checkbox"/> Tents			
Public Works	Describe any other Park & Recreation Department Equipment Needed					
	Has contact been made with a representative of the Park & Recreation Department <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Name of Park & Recreation Department Official Contacted <b>Bonnie Caputo</b>		Title <b>Rec. Director</b>	When Contacted: <b>11-3-23</b>
	Will the event require the assistance of the Public Works Department <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain		Will the event require the use of Public Works Personnel <input type="checkbox"/> Yes <input type="checkbox"/> No		Will the Event require the use of Public Works Equipment <input type="checkbox"/> Yes <input type="checkbox"/> No	
	Describe the type of assistance required from the Public Works Department <b>Moving Picnic tables, call (847) 312-0884 for details</b>					
	Type of equipment needed <input type="checkbox"/> Barricades <input type="checkbox"/> Signs <input type="checkbox"/> Clean up Crew <input type="checkbox"/> Trucks <input type="checkbox"/> Others:					
Building	Will the event require the use of any Public Works Property <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Certain					
	Has contact been made with a representative of the Public Works Department <input type="checkbox"/> Yes <input type="checkbox"/> No		Name of Public Works Department Official Contacted		Title	When Contacted:
	Will the event require the assistance of the Building Department <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown		Will the event involve the use of electrical equipment <input type="checkbox"/> Yes <input type="checkbox"/> No		Will any electrical equipment be used outdoors <input type="checkbox"/> Yes <input type="checkbox"/> No	
Building	Will the event involve the modification of any structures <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will the event involve the building of any structures <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Will the event require the assistance of any Building Department Personnel <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	Has contact been made with a representative of the Building Department <input type="checkbox"/> Yes <input type="checkbox"/> No		Name of Building Department Official Contacted		Title	When Contacted:

Summary of Operations									
Current Year and Prior Year									
Park & Rec	Current Month					Comments			
	Current Year Actual	Current Year Budget	Actual vs Budget	Prior Year Actual	2023 vs 2022 Actual	2023 FY Actual vs Budget	2022 Actual vs 2023		
NOVEMBER									
Dance	415,254	257,895	157,359	295,333	119,920		Increased enrollment in both classes and impulse competitions and conventions.		
Preschool	152,958	170,725	(17,767)	154,815	(1,857)	Lower enrollment than budgeted; is offset by staff savings			
Youth	25,817	14,250	11,567	29,546	(3,729)		Lower attendance due to loss of contracted art program		
Camp	245,441	235,657	9,784	216,390	29,051		Better to budget as we were able to accommodate extra campers into post camp based on availability of staff.		
Athletics	55,608	40,000	15,608	45,913	9,695		Due to lack of staff, hours were condensed, no wibbels, limited field trips, no swim lessons and splash pad went free to the public.		
Aquatics- Park Fees	88,249	118,025	(29,777)	100,773	(12,525)	See note in 2022 vs 2023	Due to lack of staff, hours were condensed, no wibbels, limited field trips, no swim lessons and splash pad went free to the public.		
Aquatics- Park Permits	24,243	37,000	(12,757)	33,928	(9,685)	See note in 2022 vs 2023	Due to lack of staff, hours were condensed, no wibbels, limited field trips, no swim lessons and splash pad went free to the public.		
Special Programs Fees	5,059	4,750	309	7,192	(2,133)		Revenue from Jack O Lantern World was less year over year due to inclement weather throughout the month of October		
Park Fees	36,390	6,000	30,390	42,532	(6,142)				
Rental Income	3,650	750	2,900	843	2,808				
Operating Revenue	1,052,668	885,052	167,616	927,264	125,404				
Personnel- Full Time	128,739	139,723	10,984	119,222	(9,517)				
Personnel- Part Time	34,141	50,940	16,799	40,262	6,120				
Personnel- Seasonal	380,181	443,540	63,359	348,483	(31,698)		Savings associated with vacancy at the guest service associate position in the winter and fall		
Social Security	33,531	39,342	5,811	31,363	(2,167)		Increases associated with minimum wage increases and COLAs		
Medicare	7,842	3,201	(4,641)	7,335	(507)				
IMRF	7,916	8,839	923	9,682	1,766				
Health Ins	2,598	29,016	26,418	23,985	21,387				
Licensing/Certification	4,532	5,300	768	3,828	(704)				
Memberships & Subscriptions	2,910	2,668	(242)	1,682	(1,228)				
Program Services	73,487	75,387	1,900	70,396	(3,090)				
Postage & Shipping	3,746	4,500	754	3,015	(730)				
Printing Stationery/Forms	22,644	22,000	(644)	20,687	(1,956)		FY23 Spring Summer guide mailed to HW		
Office Supplies	4,095	3,500	(595)	3,366	(729)				
Uniforms	4,967	6,300	1,334	4,174	(793)		\$10k increase was budgeted for the nonmotorized craft storage and rentals. Also dance costume expense increase year over year due to additional enrollment.		
Other Supplies	53,772	57,315	3,543	42,641	(11,131)				
Program Supplies	19,324	16,900	(2,424)	21,792	2,468				
Bank & Credit Card Fees	29,953	7,500	(22,453)	28,641	(1,313)	Budget proposed passing along convenience fees to customers upon transition to new system; decided with the Village Managers Office to continue to absorb the fees			
Rentals	5,018	8,000	2,982	988	(4,030)		Will pay for recital venues this Fall		
Liability Ins	53,582	58,453	4,871	48,144	(5,438)				
Operating Expense	872,976	982,424	109,448	829,686	(43,290)				





# PARKS & RECREATION DEPARTMENT

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## MONTHLY INFORMATION REPORT

**October 2023**

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HIGHLIGHTING DATA METRICS  
TO IDENTIFY OPERATIONAL TRENDS  
AND  
FACILITATE INFORMED DECISION MAKING

70 E. MAIN STREET  
LAKE ZURICH, IL 60047

## Departmental Narrative

Save the Date for this year's Miracle on Main Street to be held in downtown Lake Zurich on Saturday, December 2nd from 3-6:30pm. The committee for Miracle on Main Street is continuing to meet to plan the holiday festivities for this season. A big thank you again goes out to the anonymous Lake Zurich family who gifted the community thru the Give Where You Live program with a brand-new holiday tree to be displayed in downtown the entire season. Decorating our downtown area as well as the tree display will begin occurring as of mid-November to be finalized before the Thanksgiving holiday with the tree lighting to take place at Miracle on Main Street at 6pm. The event features a visit from Santa and Mrs. Claus, photo op with Santa's reindeer, sleigh rides, crafts, local artisans, nonprofits, food vendors, adult beverages and more! The event charity that will be present on event day is Young at Heart senior pet rescue. We have a variety of entertainment happening at Miracle on Main Street including Bare Voices, Blue Notes Show Choir, Cricket Theatre, Academy of Performing Arts, and Peace Lutheran Church Bell Choir. New this year, elementary students from Isaac Fox and Seth Paine will be onsite to carol as well. We are always looking for great volunteers to assist with a variety of event functions so please visit <https://www.signupgenius.com/go/20F0548AEAC23A6FD0-miracle7#/> for the Miracle on Main Street event listing of all opportunities. Thank you to our event sponsors, Lake Zurich Area Chamber of Commerce, Lake Zurich Lions Club, Moore Orthodontics, LRS, Bright Horizons, Baird & Warner and Lake Zurich Tire & Auto Inc. Thank you also to our many volunteers especially LZHS NHS and Interact Club for helping on event day. Also please note that the Lions Club will continue to offer their free holiday Candy Cane Hunt on December 2<sup>nd</sup> during Miracle on Main Street in Lions Park. Please visit [lzlions.com](http://lzlions.com) for further information.

Later next month will be the return of the Mistletoe Moment and Letters to Santa throughout the holiday season in Rotary Park. Join us in spreading holiday cheer at Breezewald Park with Merry & Bright, Breezewald at Night! New this year from December 2<sup>nd</sup> until January 6<sup>th</sup>, we are thrilled to announce that our park will be aglow with festive lights. These charming Holiday displays (which include 16 trees wrapped in lights, 20 inflatables and lit up structures, holiday tunnels and tree up lighting) are free for all to enjoy, every evening, illuminates at dusk until 10pm. The Miracle on Main Street Committee worked hard to cover the costs associated with the expansion of electric onsite as well as tree holiday light wrapping by sponsors. Tentative community sponsors of the offering include The Sanctuary of Lake Zurich, LAGO by Fabio Viviani, Martin Enterprises Heating & Air Conditioning and Party Plus Events. Don't miss out on the dazzling holiday experience.

All other internal event committees such as the Farmers Market and Rock the Block are continuing to meet in the upcoming months to update event forms, marketing pieces and discuss logistics for 2024. Event dates and details coming soon.

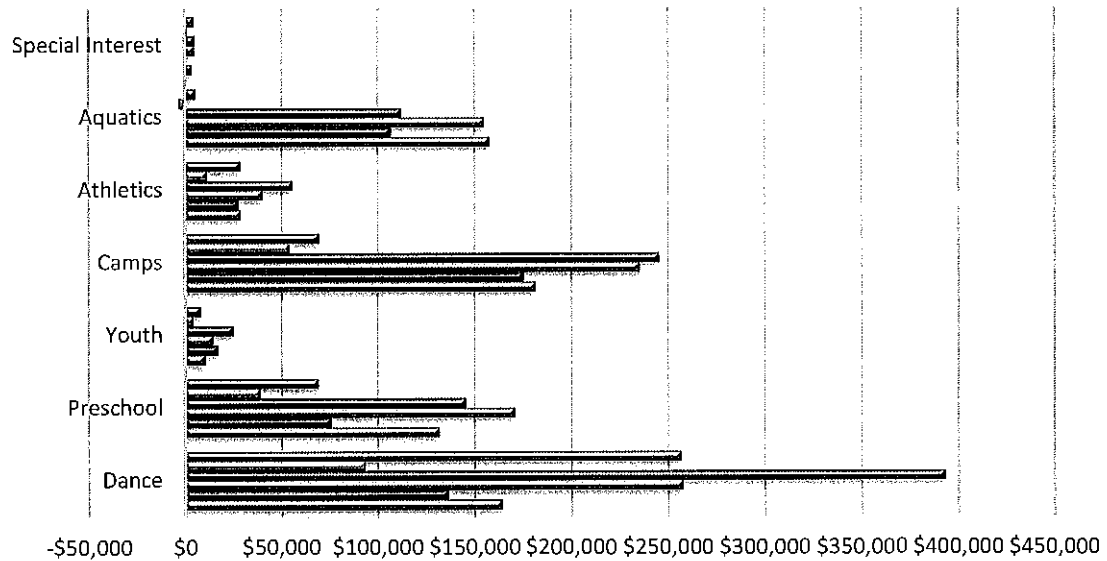
The department is continuing to work with the Public Works team to complete a variety of projects: Breezewald Park facility, electronic marquee, and Buffalo Creek building B flooring. The department is anticipating the flooring to be finalized by mid-November.

The department is in the beginning stages of planning and mapping out the Spring Summer 2024 brochure which is set to be released to the residents early February. New program independent contracts for the new year include art classes with Clay Monet and Do.Art.Productions. Other items the department is continuing to work on is 2024 Spring /Summer programming, reworking seasonal staff manuals for aquatics, dance, day camp and for independent contractors, updating all other general forms as well as all special event applications, marketing materials and the Village's Special Events Policies and Procedures for 2024. The department is also looking to begin pushing out the ADA Improvement surveys to community, SRACLC and District 95 mid-November. The survey will assist the Village of Lake Zurich in gathering data regarding prioritization of funding to improve equitable recreation experiences and provide outdoor opportunities for people of all abilities encouraging both physical and social inclusion. The draft survey was shared with the Village Board in their October 27<sup>th</sup> weekly brief. Any feedback is appreciated and can be shared with Michael Duebner or Bonnie Caputo.

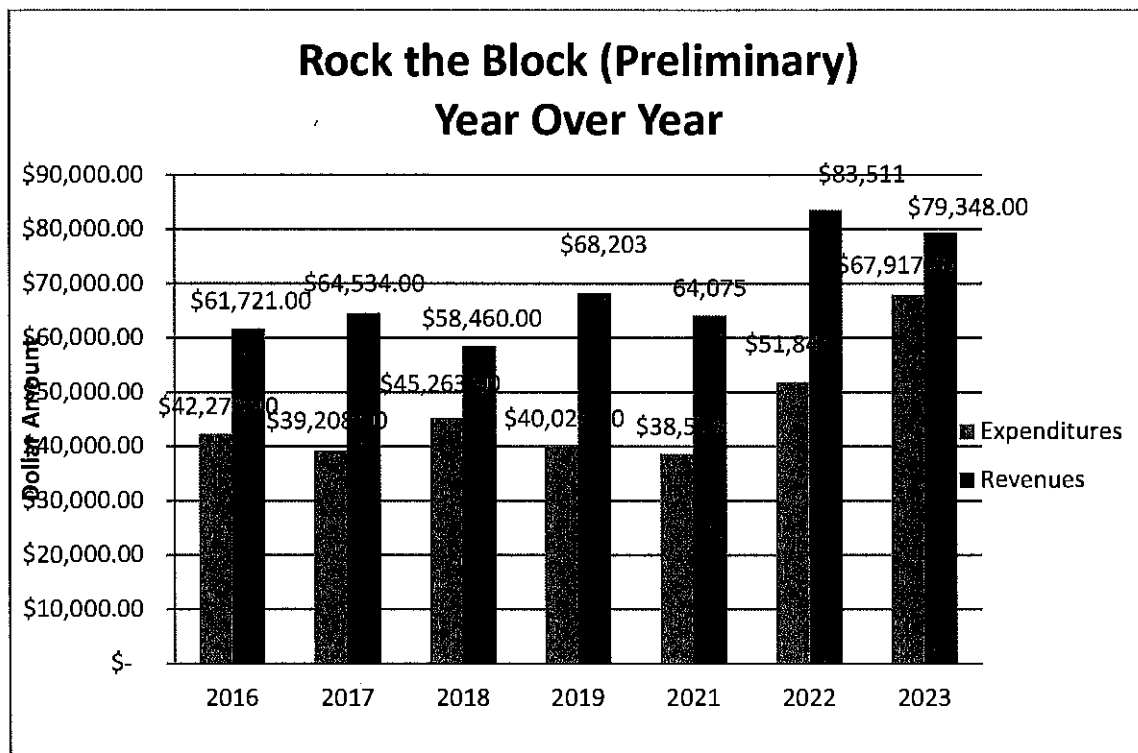
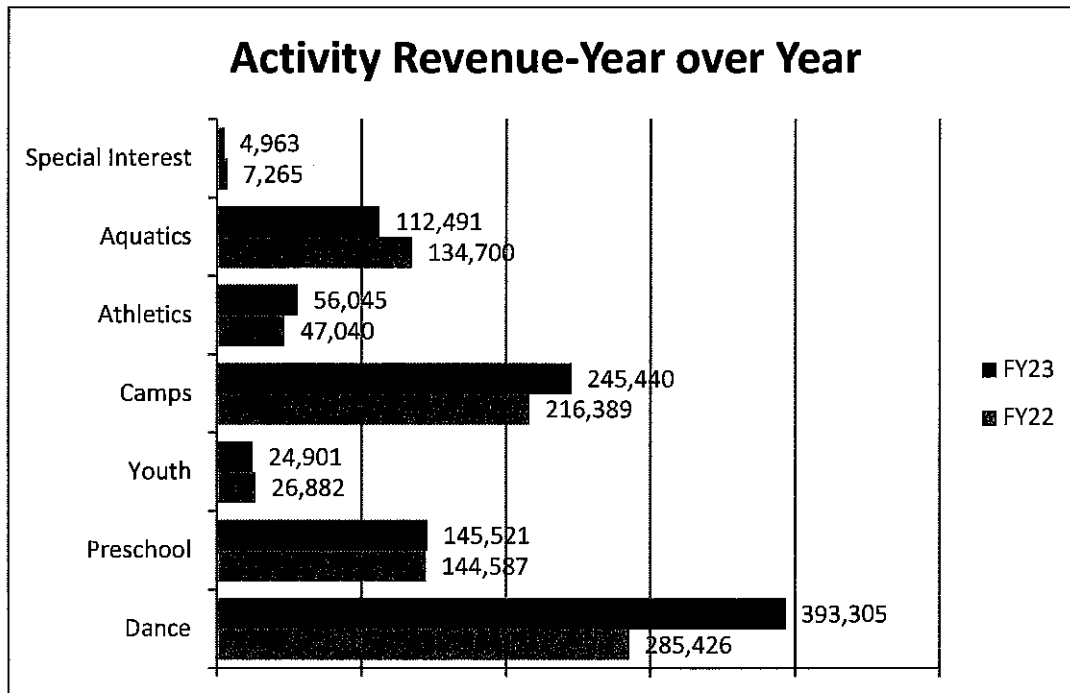
All Community Events wrapped up their third annual Jack O 'Lantern World event series at Paulus Park on Sunday, October 29<sup>th</sup>. They have reported to the Village that their final attendance numbers over the course of the month were 25,762 (2023 was 40,245) which resulted in a payment to be made to the Village in the amount of \$25,962.28 (2023 was \$38,881.72) for use of the park (5% of gross ticket sales). The event organizers noted lower attendance year over year was most likely to weather. Again this year, the Village did work with CERT to provide traffic and pedestrian assistance at the park intersection on Route 12 on Fridays and Saturdays during high traffic times. The Village is still awaiting the invoice from CERT for the use of their equipment and staffing.

The department will continue their collaboration with Ancient Oaks Foundation quarterly community events and the Ela Public Library partnership, Storywalks available at Oak Ridge Nature Marsh September thru November. The department has reached out to all external partners with the application for 2024 in hopes that they will return to Lake Zurich. At this time, received applications include My Density Matters October fundraising walk and June boat crawl and Purple Plunge. All external applications are due by the end of December in hopes to be presented to the Village Board in January or February for consideration. Further details on both Village sponsored, external and internal events can be found in our seasonal program brochure, online or by contacting the department.

## Program Cost Recovery Fiscal Y-T-D

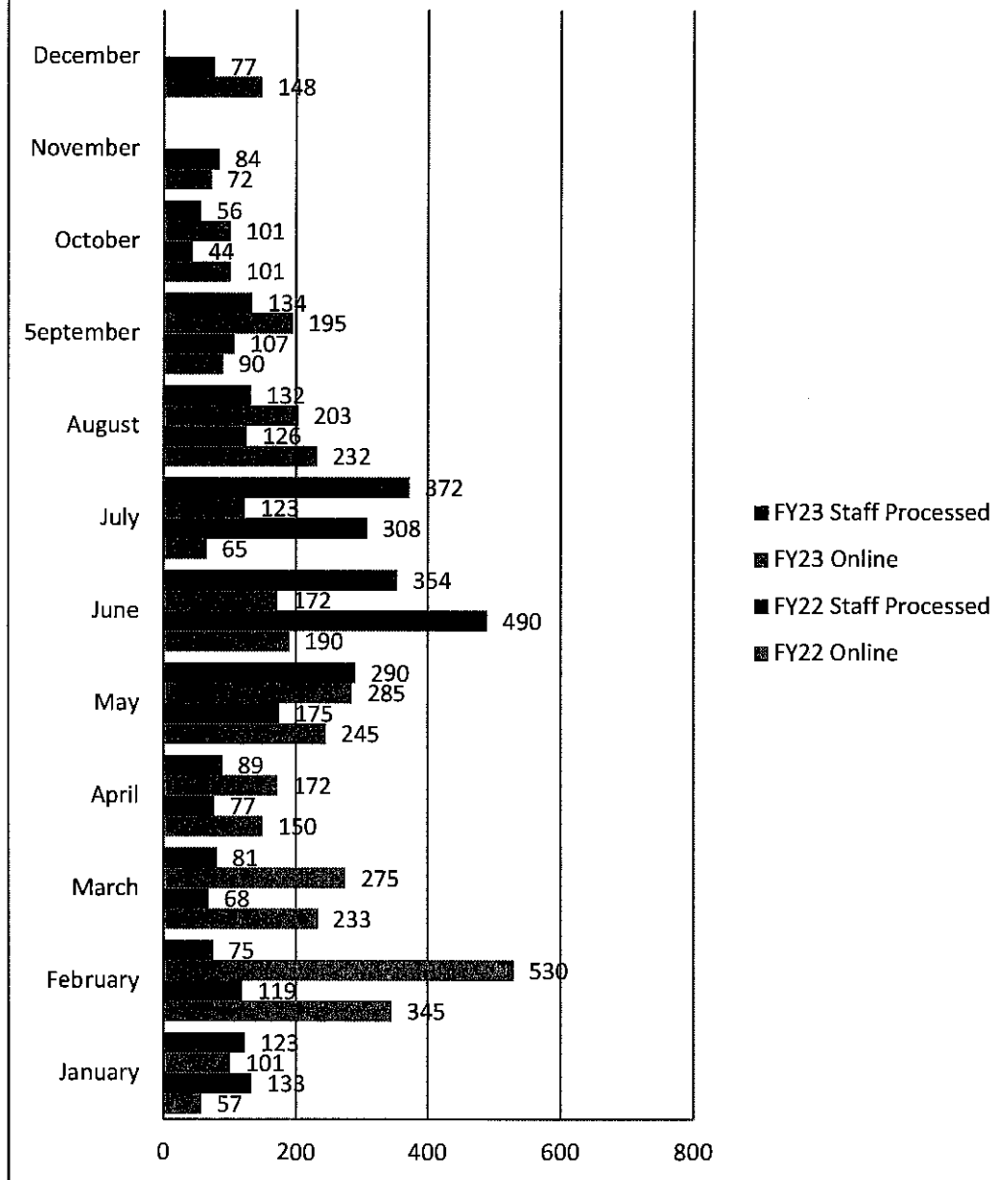


	Dance	Preschool	Youth	Camps	Athletics	Aquatics	Special Interest
Actual Net	\$256,794	\$69,495	\$7,910	\$69,910	\$28,560	\$5,252	\$4,322
Budgeted Net	\$93,711	\$38,691	\$3,950	\$54,062	\$11,275	-\$2,927	\$1,238
Actual Rev	\$393,305	\$145,521	\$24,901	\$245,440	\$56,045	\$112,491	\$4,963
Budgeted Rev	\$257,895	\$170,725	\$14,250	\$235,657	\$40,000	\$155,025	\$4,750
Actual Exp	\$136,511	\$76,026	\$16,991	\$175,530	\$27,485	\$107,239	\$641
Budgeted Exp	\$164,184	\$132,034	\$10,300	\$181,595	\$28,725	\$157,952	\$3,512

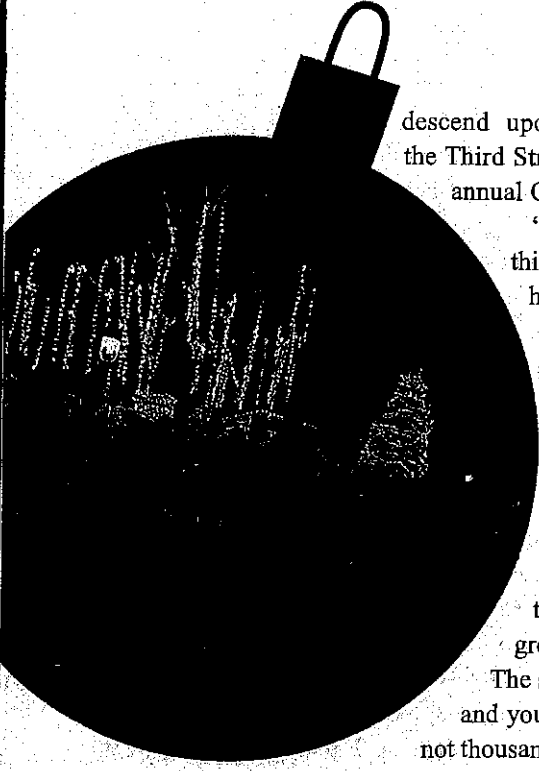


Rock the Block exceeded the budget revenue by \$19,348 due to sponsorships ((\$12K) and beverage sales (\$6K). Expenses were over budget by \$10K due to unexpected price increases including the stage (20% increase year over year as the unit is now owned by a new company) and the addition of electronic screen (\$6,500).

## Registrations Year over Year



Online registration is available to all residents and non-residents enrolling in programs. Beach membership and facility rentals must be made in person at the Paulus Park Barn. Payments made at the beach are NOT included in these numbers. February registrations reflect the priority resident registration period for camp deposits/payments.



descend upon downtown and the Third Street corridor for the annual Christmas Walk.

"Many Genevans count this as the start of their holiday season," says Laura Rush, communications director for the Chamber of Commerce, which hosts Christmas Walk. "People who used to live here come back and bring their kids because they grew up here with it.

The streets are blocked off and you just see hundreds, if not thousands, of people walking around with their families."

It starts with Bob's Candy Cane Parade on Dec. 1 at 6 p.m. Trumpeters and drummers march down the festively decorated Third Street from Graham's 318 Coffee House to the stage across from the Courthouse. Then, the first candy cane of the season is presented to Mayor Kevin Burns. Santa Claus soon arrives with Santa Lucia, a recognition of the city's deep Swedish heritage.

Then, the illumination of a large Christmas tree on the Courthouse lawn from 6 to 6:30 p.m. casts a magical glow over the crowd. Lights glow all over the lawn, and a North Pole post office encourages children to send their letters to Santa. Old St. Nick also takes up residence at the Geneva Visitor Center through Dec. 17, as he greets children and listens to their Christmas wishes.

The weekend of Dec. 1 and 2 also brings the beloved Holiday House Tour, which features self-guided tours of five professionally decorated homes. This ticketed event not only spreads holiday cheer but it also assists in the cost for the Geneva Chamber of Commerce, which oversees the city's enchanting holiday decorations, including lights, greenery, trees and complimentary carriage rides.

"We're very thankful for all our sponsors who help bring Christmas magic to Geneva, especially our

presenting sponsors, Little Barn Baby and Little Red Barn Door," says Rush. "This will always be a very special way to start the holiday season in Geneva."

## Lake Zurich's Miracle on Main Street

Not so long ago, this community held just a modest tree lighting. But these days, the village goes all out to illuminate its downtown with twinkling lights, joyful carols and the welcoming spirit of the holidays during its Miracle on Main Street event. Set this year for Dec. 2, from 3 to 6:30 p.m., the event has become a beloved tradition for residents and visitors alike.

"This event creates that kind of hometown atmosphere, making it warm and fuzzy with twinkle lights and having our community all in one space," says Marisa Boynton, recreation supervisor for the Village of Lake Zurich. "It also is a great dive into what Lake Zurich has to offer in terms of our community."

The festivities start around the intersection of Old Rand Road and Main Street, where a musical showcase features Lake Zurich High School's Bare Voices & Blue Notes Show Choir, Peace Lutheran Church Bell Choir, DJ Dave Chicago, Cricket Theatre, D95 Elementary Schools and the Academy of Performing Arts.

The fun continues with sleigh rides, visits with Santa's reindeer, crafts and other fun as anticipation builds for the main event: The arrival of Santa and Mrs. Claus upon a fire engine. At Rotary Park, a newly donated 20-foot tree is illuminated at 6 p.m.

For the little ones, the Lion's Den, at 81 E. Main St., hosts visits with Santa, face painting and a Candy Cane hunt starting at 3 p.m., courtesy of the Lake Zurich Lions Club.

The featured charity Young at Heart Senior Pet Rescue is present with Spot, their mascot, as he collects items from his Holiday Wish List.

Local food vendors tempt the taste buds with delectable treats like roasted chestnuts and popcorn. Warm beverages are a must, with hot cocoa served by the Lake Zurich Area Chamber of Commerce and hot cider courtesy of the Lions Club. Local artisans sell holiday treasures.

"When I was a kid, I did different things with my family, the neighbors and the community, so creating memories for the youth in our community is so important," says Bonnie Caputo, recreation director for the Village of Lake Zurich. "These events we do throughout the year are about connection, engagement and celebrating your community."

It also helps that the event has community sponsors including Lake Zurich Tire & Auto, Moore Orthodontics, Baird and Warner, Bright Horizons, LRS, Lake Zurich Area Chamber of Commerce and the Lake Zurich Lions Club.

## Rockford's Stroll on State

For more than a decade, Rockford's Stroll on State has welcomed the season with one massive celebration that attracts thousands of visitors from all corners. Scheduled for Nov. 25 this year, it brings fun family entertainment from the early afternoon well into the night.

"My biggest joy is seeing the awe on kids' faces and the families huddling together to enjoy those moments. For me, that's what it's all about," says Julie Huber, destination development operations manager for the Rockford Area Convention & Visitors Bureau. She's been a volunteer with the event since it began in 2012. "We love

hearing from event attendees that they used to go out of town for Thanksgiving and now they ask their families to join them in Rockford and attend Stroll on State."

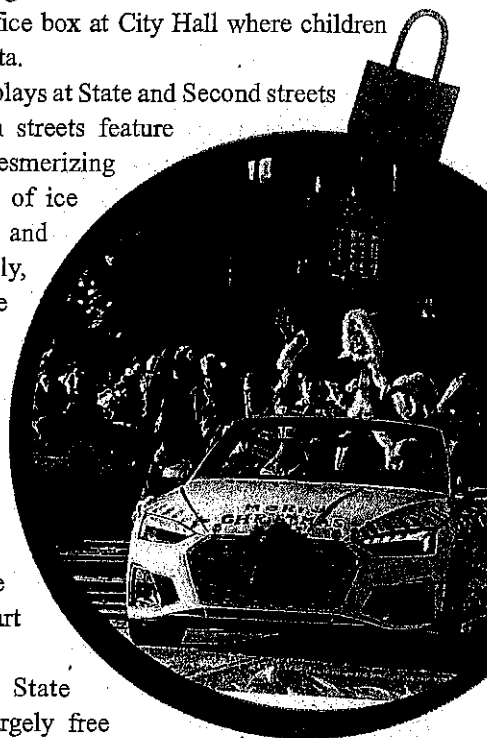
Things start at noon with the Dasher Dash, a holiday-themed 5K through downtown Rockford. A parade starts on South Main Street at 2 p.m. and heads down West State Street across the river, with vibrant floats, marching bands and nine holiday-themed balloons delighting throngs of people who line the sidewalks.

The city's tree starts glowing at 6 p.m., with fireworks going off at 8:30 p.m. Throughout the day, family-friendly activities include horse and wagon rides, ice skating at the BMO Center and an official North Pole post office box at City Hall where children can leave letters to Santa.

The Fire & Ice displays at State and Second streets and State and Wyman streets feature cozy fire pits and mesmerizing bonfires where blocks of ice dissolve at 5:30, 6:30 and 7:30 p.m. Additionally, local artists provide live musical entertainment on multiple stages and film junkies gather for showings of "The Grinch" at the Outdoor Movie Land on State Street and the Indoor Movie Land located in Stewart Square.

Stroll on State attractions are largely free of charge, and in collaboration with Rockford Mass Transit District, free shuttles ensure convenient access for all.

"We work hard to make sure that people of any background or financial situation can have the same experience as everybody else," says Kristen Paul, vice president of destination development for the Rockford Area CVB. "We want kids to feel like they don't have to pick and choose what they do. They just get to enjoy and be a part of it. I think it's special that there's no gates or tickets. You just come as you are and have fun." ■







**KIDS  
ONLY**

**AGES 8+ W/ ADULT**

# FORT BUILDING FUN

**WED, DEC. 27TH ★ 2-4PM**

**LOCATED AT** OAK RIDGE MARSH NATURE PARK

Meet us at our local oak woodland park to build a fort. Using materials, we find in the woodland we will build our own self-styled fort. You can work as a team or build your own fort. Tours are given by builders at the end of the program. These forts will be designed for play and dismantled after the program. Dress for the weather.



**FEE PER PERSON** \$5

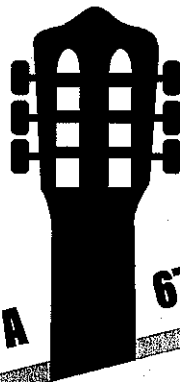
**FEE PER FAMILY** \$15



Village of Lake Zurich Park & Recreation Dept. | 200 S. Rand Rd, Lake Zurich, IL | (847) 438.5146 | [LakeZurich.org](http://LakeZurich.org)



*At the Heart of Community*



675 OLD MILL GROVE ROAD

LOCATED AT BUFFALO CREEK BLDG A

# GUITAR & UKULELE

KIDS: 7-15 ADULTS: 18+

FALL 2023

**OCT. 16 - DEC. 4**

Resident Fee: \$190

Non-Resident Fee: \$228

Participant must have  
their own guitar/ukulele

WINTER 2024

**JAN. 8 - FEB. 19**

Resident Fee: \$167

Non-Resident Fee: \$200

Participant must have  
their own guitar/ukulele

Instructor  
Kate Moretti

Village of Lake Zurich Park & Recreation Dept.  
200 S. Rand Road, Lake Zurich, IL 60047 | (847) 438.5146 | LakeZurich.org



Located at Paulus Park Barn  
(200 S. Rand Rd, Lake Zurich, IL)

# MUSIC MASTERS



*Teaching children and their grown-ups to DO music!*

**EVERY THURS** BABY MUSIC MASTERS, 1/2 & 2/3  
**EVERY THURS** MUSIC MASTERS 4

We develop the total child; mind, body & senses through RHYTHM & MOVEMENT, AND PURPOSEFUL MUSIC PLAY.

## BABY MUSIC MASTERS

**8 - 17 Months w/ Adult**

\*11/2-12/14 • 9:15-9:45am • \$72/\$86

1/11-2/15 • 9:15-9:45am • \$72/\$86

\* No Class 11/23

## MUSIC MASTERS 1/2

**18 - 29 Months**

\*11/2-12/14 • 10-10:45am • \$84/\$100

1/11-2/15 • 10-10:45am • \$84/\$100

\* No Class 11/23

## MUSIC MASTERS 2/3

**30 - 48 Months w/ Adult**

\*11/2-12/14 • 11-11:45am • \$84/\$100

1/11-2/15 • 11-11:45am • \$84/\$100

\* No Class 11/23

## MUSIC MASTERS 4\*

**GROUP INTRO TO SUZUKI PIANO**

**3.5 - 6 Years**

1/8-4/8 • 3:30-4:30pm • \$200/\$240

\* Recital date is 4/15

\* No Class 1/15, 2/19, 3/25

\* New students must purchase \$50 kit from instructor on the 1st day of class, returning students bring their kit



*At the Heart of Community*

# It's Magic

Ages 5-12 1/17 5:00-5:55pm

Children are guaranteed to have a great time as they learn fascinating tricks from a professional magician! Amaze family and friends with tricks that involve cards, ropes, coins, mind-reading, and more. While the trick may appear difficult, you'll discover that they are quick to learn and easy to perform. All materials are provided and each child receives a magic kit to take home. Children are grouped by age and always learn tricks that are age-appropriate. You can sign up for this class multiple times since brand new tricks are always taught at each session.

Resident Non-Resident  
**\$22/\$26**

Held at Wauconda Park District  
600 Main St, Wauconda, IL

PROGRAM #  
523945-M



*At the Heart of Community*



# NERF

PROGRAM #  
525965-U

## ELITE BATTLE

**LOCATED AT PAULUS PARK CHALET**

**Address:** 200 S. Rand Rd, Lake Zurich, IL 60047

**FRIDAYS,  
JANUARY 19 - FEBRUARY 23**

**5-5:45PM**

Come experience this Classic basement game in an arena style team game. Each week we will play many different Nerf Elite battle games, including an all-out battle. All guns, ammo and eye protection will be provided.

**FEE: R - \$75 / NR - \$90**



Village of Lake Zurich Park & Recreation Dept  
200 S. Rand Road, Lake Zurich, IL 60047  
(847) 438.5146 | LakeZurich.org

INSTRUCTED BY:



# MINI NINJA WARRIORS

FOR AGES 4-5

PROGRAM #  
525965-SS



FRIDAYS  
JAN. 19 - FEB. 23

TIME  
**6-6:45PM**  
R: \$75 / NR: \$90

**LEAP**

**HOP**

**SKIP**

**RUN**

Put your Ninja skills to the test. This fun movement based class will challenge your Ninja to maneuver over and under objects. We will also play many large group games to further challenge their Ninja skills.



**Paulus Park:**  
200 S. Rand Rd, Lake Zurich, IL 60047

Village of Lake Zurich Parks & Recreation Dept.  
200 South Rand Road, Lake Zurich, IL 60047  
(847) 438-5146 | [LakeZurich.org](http://LakeZurich.org)

**JR**

# **NINJA WARRIORS**

**PAULUS PARK BARN**

**AGES  
6-9**

**PROGRAM #  
525965-Z**

**Resident:**  
\$75

**Non-Resident:**  
\$90

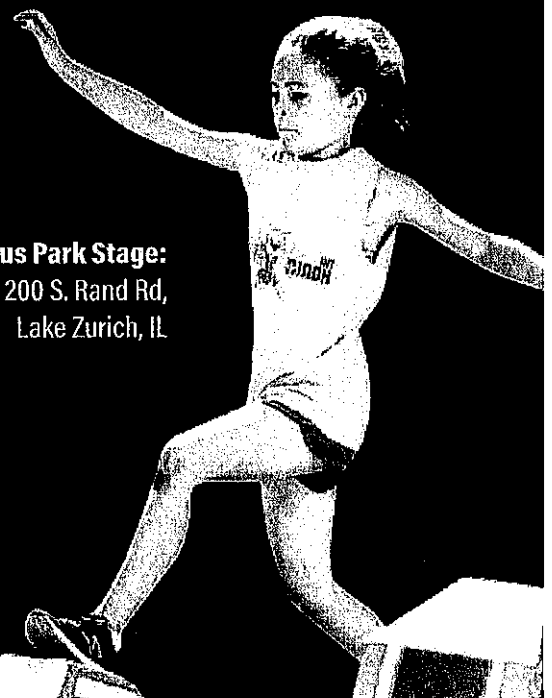
**FRIDAYS  
JAN. 19 - FEB. 23  
7:00-7:45PM**

Take everything you learned from Mini Ninja Warriors and test your ninja skills with even more difficult obstacles to leap, hop, skip and run your way through. The large group games will put your Ninja skills to the test in this fun movement based class.

**Paulus Park Stage:**  
200 S. Rand Rd,  
Lake Zurich, IL



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# HORSE LOVERS

**INDOOR ARENA**

**AGES 5+**

Spend time learning horse care and riding. You will learn how to tack up and groom a horse. Each session includes time on horseback. Children who have attended previous lessons can add to their skills.

**Located at:**  
31150 N. Gilmer Rd  
Grayslake, IL

**Instructed By:**



On Course  
Riding Academy



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Village of Lake Zurich Park  
& Recreation Department  
200 S. Rand Road, Lake Zurich, IL  
847.438.5146 | [LakeZurich.org](http://LakeZurich.org)

## UPCOMING DAYS/DATES/TIMES/PRICES

**OCTOBER 16 - DECEMBER 4** 325965-00

**MONDAYS \* 5:00-6:30PM \* \$360/\$432**

**OCTOBER 21 - DECEMBER 9** 325965-QQ

**SATURDAYS \* 1:30-3PM \* \$360/\$432**

**JANUARY 8 - FEBRUARY 19** 525965-0

**MONDAYS \* 5:00-6:30PM \* \$300/\$360**

**JANUARY 13 - FEBRUARY 24** 525965-Q

**SATURDAYS \* 1:30-3PM \* \$300/\$360**

