



# PARKS & RECREATION DEPARTMENT

---

## MONTHLY INFORMATION REPORT

**March 2020**

---

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

70 E. MAIN STREET  
LAKE ZURICH, IL 60047

## Departmental Narrative

Due to the Governor's Orders and restrictions on events, we canceled the Breakfast with the Bunny and Egg Hunt events that were to be held on Saturday, April 4<sup>th</sup>. These events will not be rescheduled for 2020. The Arbor Day Foundation recently sent notice to the Village that for this calendar year they are waiving the requirements in each of their recognition programs to hold an Arbor Day Observance. With the extension of the shelter in place restrictions announced Friday, March 27<sup>th</sup>, the Village decided to cancel the Arbor Day event scheduled to be held at Kuechmann Arboretum on Saturday, April 25<sup>th</sup>. All participants have been contacted and informed that we hope to reschedule the tree planting and park clean up efforts for late Summer or early Fall.

The 2020 Summer program guide is set to hit Lake Zurich household mid-April. (Some portions of Hawthorn Woods will receive our brochure this season. (The Village of Hawthorn Woods Park and Recreation Department had a mailing error which led them to mail outside of their boundaries to Lake Zurich residents. After speaking with their Director, he welcomed us this to mail to their residents for the season.) At this time, we are still planning on moving forward with summer events, programs, and services including day camp, aquatics, dance, and contracted programs. Overall summer program registration numbers for day camp as of end of March is still on course with years prior, although we have seen a decline in registrations the past couple of weeks. The Village of Lake Zurich is continuing to work closely with local, state and federal agencies to monitor the rapidly moving COVID-19 (Coronavirus) situation. As always, the health and safety of our community and staff team is our top priority. If the Governor's Orders were to continue into the summer or if participants feel uncomfortable leading up to the summer programming, we would honor a full refund of all program and service fees prior to the session beginning. Subtask force committees such as the Farmers Market and Rock the Block have recently met and the staff team is continuing to move forward with planning. The department has made contact with all farmers market vendors to assist with FB promotions of any new products or services during this time as all of their regularly scheduled events and markets have been put on hiatus. Please understand that this is a quickly evolving situation, and we will be communicating any updates with you as we receive them.

Dance classes were canceled from March 14<sup>th</sup>-April 13<sup>th</sup> (3 weeks of scheduled programming not including the week of Spring Break) and household credits good towards any future programming and services were issued. **For the last two weeks of paid classes April 13<sup>th</sup> and 20<sup>th</sup>**, APA Dance will be sending links for recorded classes or zoom classes depending on ages/levels. Each class participant will be emailed the link to access those class videos for continued learning opportunities. If you would like to see an example of the on line learning opportunities that the dance team is currently recording and offering, please let me know and I can send you a link. I am really impressed with the format, time, talents and passion that our team has to continue programming and connecting with their students during this time. Dance team photos scheduled for the week of April 20<sup>th</sup> and have been indefinitely postponed at this time. No fees were collected and need to be refunded at this time. Even though we have no new updates for Lake Zurich High School's Performing Arts Center, what we believe is that is unlikely that we will not be able to hold the recital **as** previously planned for May 9<sup>th</sup>. Once we receive an update from LZHS, we will send out communication. Staff has begun to shift gears

to plan for a rescheduled date, format, etc. for the recital if this is something we run up against. We realize that this is an important event for our dancers and their families and we will do our best to make additional arrangements.

The Yellow Brick Road Preschool program has been on hiatus since March 14<sup>th</sup>. Household credits god towards any future programming and services were issued for the 3 weeks of programming during the weeks of 3/16, 3/23 and 4/6. We have continued the program hiatus thru April 30<sup>th</sup> and will issue credits for the time missed once we know if we are able to wrap up the school year by end of May or if we need to cancel for the remainder of the year. Open Houses for current students and their families scheduled for April have been canceled. We are hopeful that we will be able to bring back the staff, both preschool and guest services, and resume regularly scheduled programming in May so that we are able to get back to learning and conduct the graduation ceremonies scheduled for the week of May 18<sup>th</sup>. In the meantime, Jenna has been sending weekly communication to our YBR parents with monthly class calendars, resources that parents can take advantage of for at home learning and the teachers have mailed hand written letters to each student.

Spring I contracted programs were canceled as of 3/13. All participants received a prorated household credit for any classes that were missed for the remainder session (3 weeks). Cricket Theatre will be wrapping up their winter program performance with a virtual dress rehearsal on 4/4 and virtual performance on 4/5.

Spring II contracted programs set to begin the week of 4/13 were canceled due to the extension of the Governor's shelter in place. Participants were notified and received a household credit for the canceled session. If restrictions are removed in May, we will work with our contractors and previously registered participants to put together a modified program schedule.

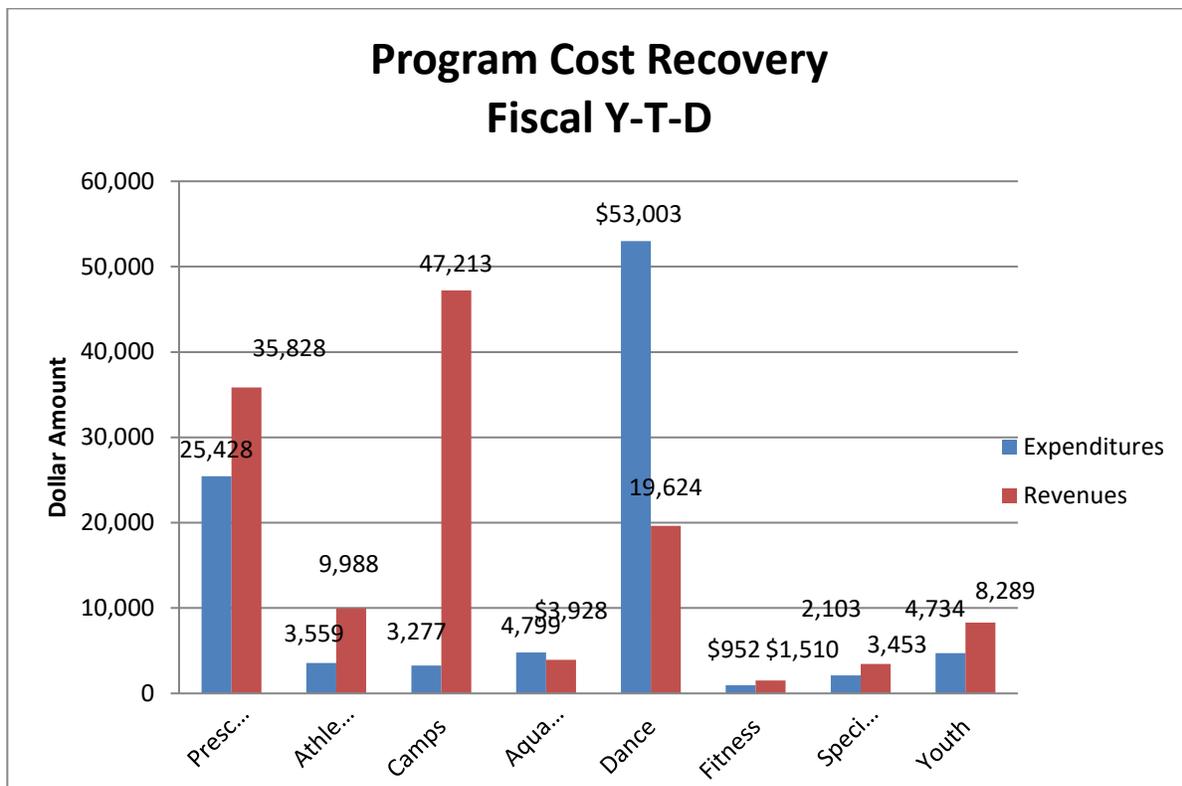
Paulus Park Barn/Trailers Progress continues! ServePro has wrapped up the clean-up efforts at the Paulus Park Barn. The 3-week process included stripping the interior of the building down to the studs, clearing away debris and getting the building ready for future reuse. The Village is now working on securing an architect to begin plans for the interior space that puts the building back into use without precluding the possibility of a future expansion.

WillScot wrapped up the installation of the modular office and program units this week. The following is to continue thru the next few weeks: Electrical: Waiting on a schedule from Com Ed to install a new transformer that is required to support total electrical needs; Program Space Modular Ramp Installation; TBD: Sanitation Install (pending completion of electric connections); TBD: Relocation and repair to the lightning protection/Paulus Park notification system that was housed at the Paulus Park Barn

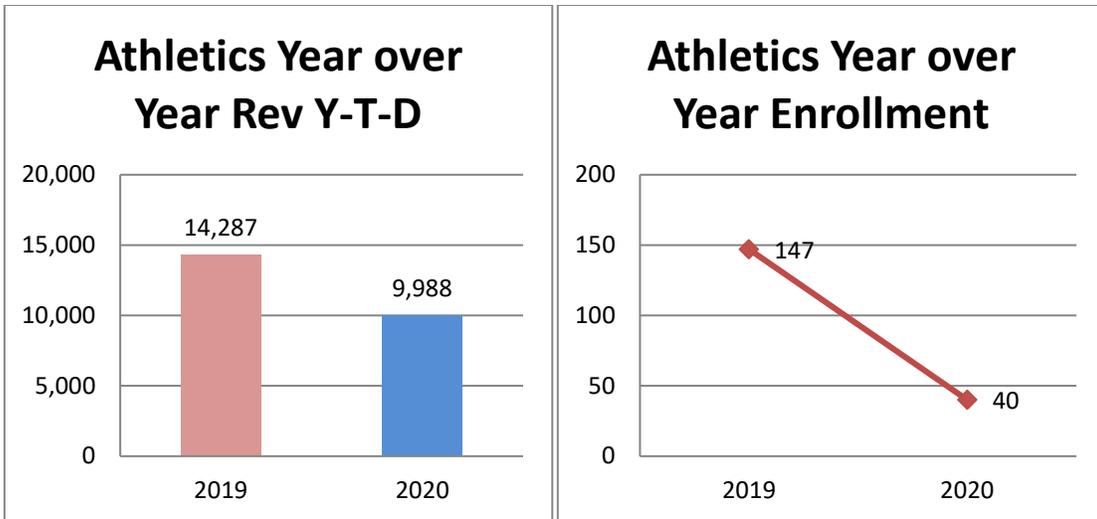
Per the Governor's Order, the Village of Lake Zurich has decided to close our park amenities specifically our playgrounds. Signage was placed at each park that contained a playground as of Monday 3.30.20. The Village does still allow usage of parks, especially those that do not contain tempting playground equipment for walking/running purposes respecting social distancing restrictions.

Other items the department is continuing to work on is program/event sponsors for 2020, updating our program community analysis forms (comparisons to like programs in the area) to be utilized when making program decisions and budgeting FY21, updating independent contractor annual background checks/agreements/COIs, working with Public Works to schedule the removal of Breezewald playground equipment the week of April 13<sup>th</sup> and Play IL to install no later than June 15<sup>th</sup>, promotion of Paulus Park Beach field trips, trailer/summer program preparation (space set-up, CampDoc, orientations, purchasing, contracts, promotions, etc.). The department is still waiting to hear back on the status of our PARC grant application with the IDNR approved by the Village Board and submitted on January 20<sup>th</sup>.

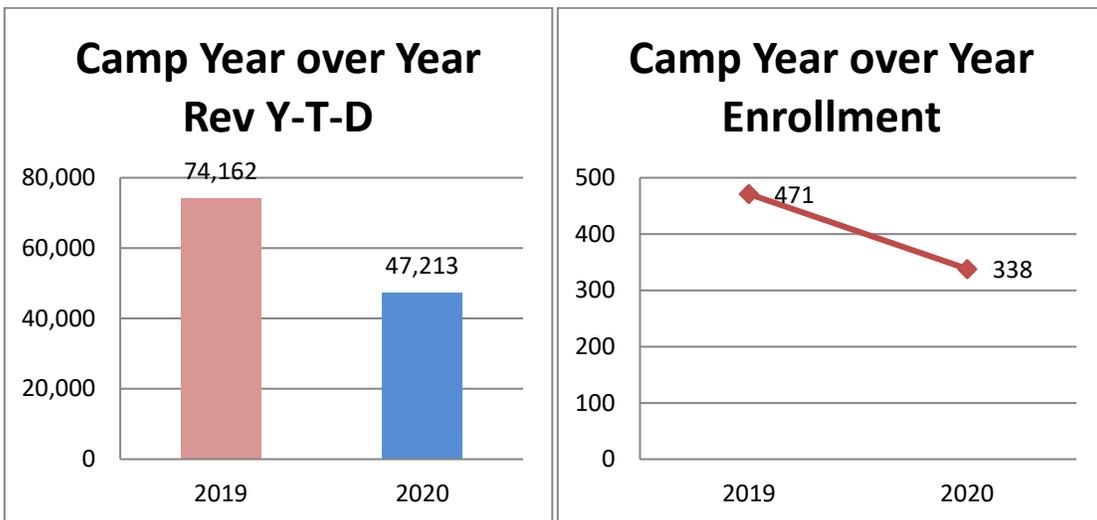
Please note that the Lake County Winter Indoor Farmers Markets are continuing to run at the Ela Township Community Center (rental) the 1<sup>st</sup> and 3<sup>rd</sup> Sunday of every month thru April 2020 (relocated from Barn after the fire). The department has received and approved 2020 applications for the remainder of the year to include: Art by the Lake (5/30-5/31), the Stephen Siller Tunnel to Towers 5K (6/14), LZ Tri (7/12), Boys Scout Overnight (8/22-8/23), Ancient Oaks Mighty Oaks Celebration (9/19) and Alpine Races (9/27- still deciding on location, either Paulus or Retired Firefighters Association Hall). The department will continue their collaboration with Cruise Nights (moving to the former KMART parking lot this May- Oct, Fishing Derby (date to be determined by IDNR free fishing weekend in June), and the Ancient Oaks Foundation quarterly community events. Further details on both Village sponsored, external and internal events can be found in our seasonal program brochure, online or by contacting the department.



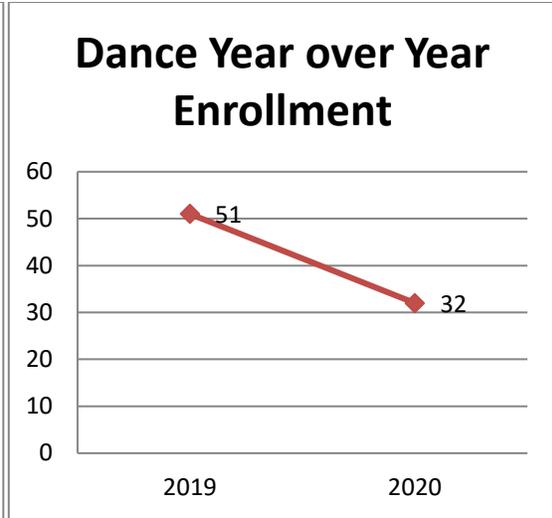
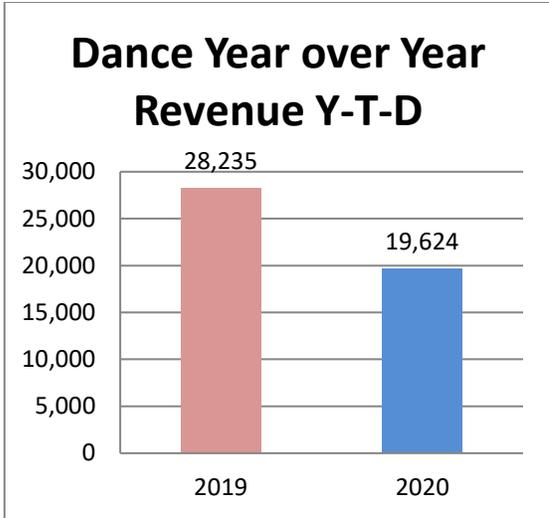
Dance expenses are higher than revenue due to recital costume ordering of approximately \$25K for the season. Revenue across all program departments is down due to COVID-19 cancelations/program hiatus.



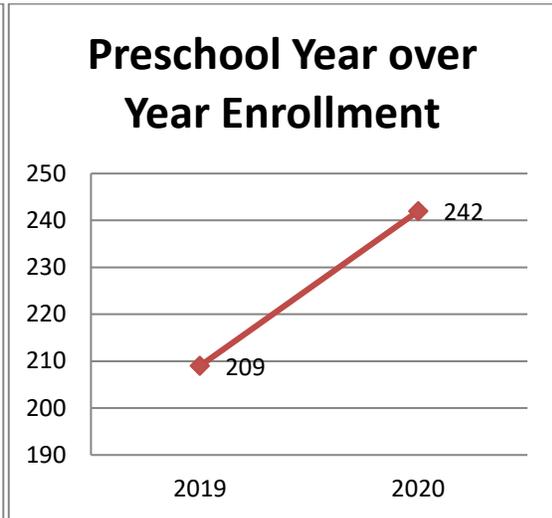
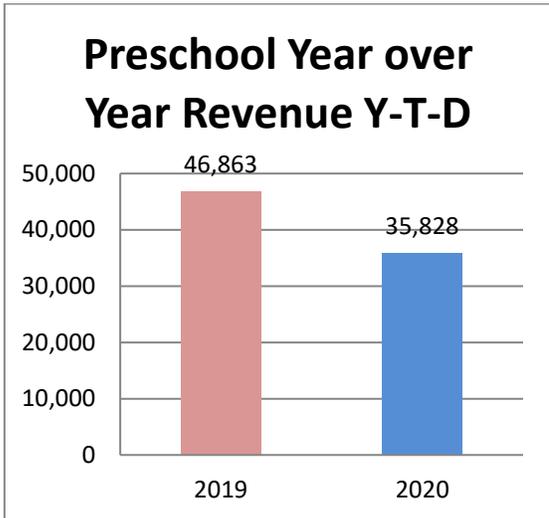
Athletic programs include the following independent contractors: tennis, karate, tae kwon do, golf, soccer, parent child sports and tee ball. COVID-19 refunds for March were \$2,200.



Camp programs include Kamp Kiddie camp, Camp Alpine, Teen camp, build a camp options, weekly Variety camps, the lunch punch program and Safety Town Camp. Registrations stopped as of mid-March due to COVID-19/shelter in place. We anticipate increased enrollments when restrictions are lifted.

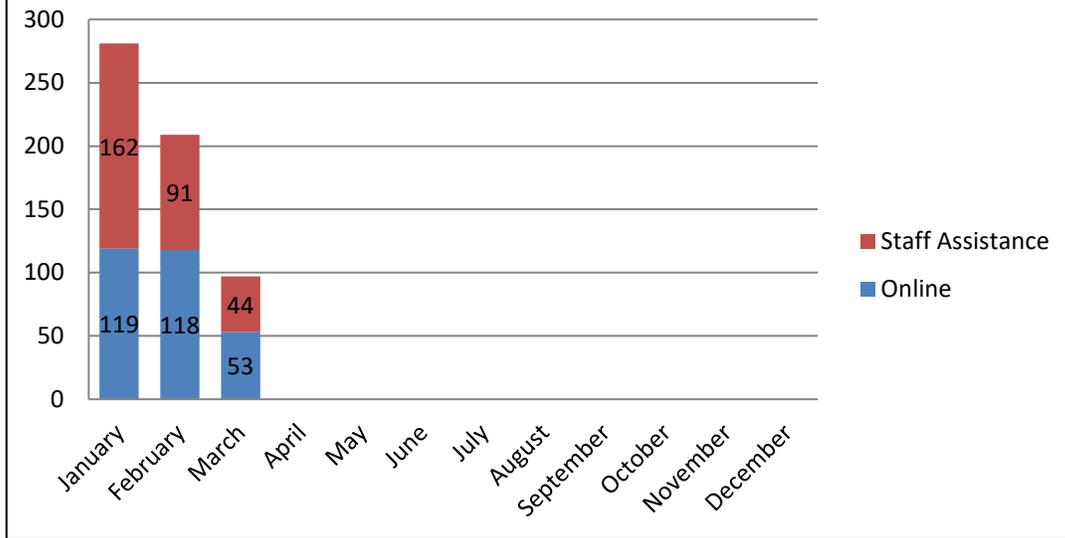


Dance programs include Ballet/Tap, Pointe, Jazz, Company, Lyrical, Hip Hop, Mom & Me classes, etc. The Academy of Performing Arts also offers winter and summer camp/class options. COVI-19 refunds for March were \$10,000.



Preschool includes Terrific Twos, Lunch Bunch, Preschool (3yrs-4yrs). Classes take place in three locations: The Barn, St. Peter's Church and Buffalo Creek. COVI-19 refunds for March were \$14,700. (Enrollment is up year over year which includes registrations for the FY20-21 school year.)

## Online Registrations Statistics-2020



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 Barn. Payments made at the beach are NOT included in these numbers. Decrease in registrations is attributed to lower enrollment due to COVID/shelter in place.

## Online Registrations Statistics-2019

