VILLAGE OF LIBERTYVILLE BOARD OF TRUSTEES

Meeting of the
Parks and Recreation Committee
Village Hall
118 W. Cook Avenue, Libertyville

Tuesday, February 2, 2016
6:00 pm

1. Approve Minutes of the January 5, 2016 Meeting

2. Sports Organizations Presentations

3. Hockey Rink Relocation Update

4. Summer Day Camp Report

5. Libertyville Senior Center

6. Other Updates/Follow-up

   A) Golf Course Update
   B) Eagle Scout Project Presentation Update (Verbal)
   C) EAB Progress Update and Tree Removal (Attached)
   D) Libertyville Recreation and Sports Complex Events Schedule (Attached)
   E) Recreation and Sports Complex Marketing & Publicity (Attached)
   F) Calendar Note – No Committee Meeting in March; next meeting Tues. April 5
   G) Other

7. Adjournment

Any individual who would like to attend this meeting but because of a disability needs accommodation to participate should contact the ADA Coordinator at 118 West Cook Ave, Libertyville, 847-362-2430.

VILLAGE OF LIBERTYVILLE
Meeting Minutes of the Parks and Recreation Committee
Tuesday, January 5, 2016

Chairman Todd Gaines called the meeting to order at 5:57 p.m. on Tuesday, January 5, 2016. Parks and Recreation Committee members in attendance included Chairman Todd Gaines, Trustee Rich Moras and Trustee Pete Garrity. Recreation and Sports Complex staff included Director of Recreation and Sports Complex Connie Kowal, Recreation Manager Julie Ludwig and Administrative Secretary Julie Fanning. Parks Division staff included Superintendent of Parks, Forestry and Grounds Jim Barlow. Also in attendance included Mayor Terry Weppler, Village Administrator Kevin Bowens and Trustee Scott Adams.

1) Minutes of the Parks and Recreation Committee
Chairman Todd Gaines motioned to approve the Tuesday, December 1, 2015 meeting minutes. Trustee Pete Garrity seconded. Minutes approved.

2) Hockey Rink Relocation Update
Trustee Gaines noted that the discussion is about the location of a hockey rink and it is not a discussion if whether the Committee is committed to the project. As Chairman Gaines reiterated the Committee is 100% committed to relocating the hockey rink from the former Bolander site. Trustee Gaines and Mayor Weppler met with the surrounding Butler Lake residents in December and received multiple emails regarding their concerns for the option of the hockey rink at Butler Lake Park. Chairman Gaines explained that through discussions with Trustee Moras and Trustee Garrity that a more suitable location would be the Adler Park location. Chairman Gaines reiterated that the Committee based the decision on the number of comments by the residents and explained to the hockey supporters that the Committee is committed to the project. Trustee Moras thanked the residents in attendance. Trustee Moras explained that no final decisions has been made for the project and no vote by the Village Board and explained that this is a process and the reason Butler Lake Park was discussed was due in part of the other activities that are currently within the Park and the visibility would be a positive aspect to inform the public regarding the hockey rink. Trustee Garrity reiterated that the Committee reviewed six possible locations for the hockey rink, two at Butler Lake and four at Adler Park. Based upon the criteria including a central location in town and individuals using the rink in the summer or winter could ride bikes or walk to the rink. Trustee Garrity reiterated that it the intention is to get input and the residents have been giving good input regarding the hockey rink. Mayor Weppler apologized if the information was not easily assessable but noted that the information was in the Village views and newspapers.

Village Resident Tom
Tom explained that in the early 70's through the early 90's hockey was played on Butler Lake and there were night lights that did shut off at 9pm. He noted that there are seven homes that only back up to the park and the rest of the area is surrounded by Lake Street as well as the cemetery. He also questioned that there are currently multiple lights on at the Butler Lake Park as well as the street lights. He explained that Mr. Crawford donated the land for winter activities and that is why there is still a warming house with a red/green light and railings to the lake. He asked the audience to reconsider Butler Lake as an option for current and future generations to enjoy.

Village Resident Dann Hansen (Stonegate Road)
Mr. Hansen clarified that the former skating facility located at Butler Lake was seasonal.
Mr. Hansen explained that the issue is not hockey, it is the facility. For example, the baseball season comes and goes, and this is the same as football and softball and the hockey rink is a 12 month facility.

Village Resident Joan Sayre (Stonegate Road)
Ms. Sayre asked the Committee to clarify that indeed the hockey will be moved to Adler Park.

Chairman Gaines clarified that the consensus he gathered is that the hockey rink would be more suitable at Adler Park based on the feedback of multiple residents at the December meeting and a very large number of emails stressing the concerns of aesthetics, lighting and people in and out of the park.

Mayor Weppler clarified to the public that this issue is currently at Committee level made up of three trustees. The Committee will then would make a recommendation to the Village Board as a whole. Mayor Weppler reitered that this subject has never left the Committee level. Trustee Moras also noted that there was never a formal recommendation to put the hockey rink at Butler Lake Park and have been meeting for well over a year and there is no vote scheduled for the meeting and it is still in discussion.

Ms. Sayre summarized that in December the surrounding resident voiced their concerns regarding the relocation of the Bolander Hockey Rink. Many residents are concerned with the dramatic impact of the aesthetics, eco-systems and wildlife including safety issues with foot and car traffic and flying hockey pucks. Ms. Sayre emphasized that no one objects to the concept of the hockey rink and are all in favor of a hockey rink with a more suitable location. Ms. Sayre also noted that several years ago the Army Corp of Engineers spent millions of dollars cleaning Butler Lake, stabilizing the shorelines in both the lake and lagoon and planting wildflowers as well as beautified the Lake Street Bridge. Ms. Sayre noted mostly recently that the Village incurred a $26,000 expense of power washing and stabilization of the Butler Lake Sunken Garden including a prescribed burn that cost several thousand dollars. Ms. Sayre noted that from an environmental review the Village is doing everything right and the residents appreciate it. Ms. Sayre questions why the Village would consider defacing the most beautiful park in Libertyville as the Village has made such a considerable investment in the one of a kind property. Ms. Sayre thanked Jim Barlow and the Parks Division staff on doing an outstanding job of maintaining the park and keeping it in pristine condition. The Villages dedication to the environment has caused a proliferation of wild flowers, birds and butterflies including the endangered monarchs returned in 2015. Lastly, Ms. Sayre asked that the Village honor the tradition of keeping Butler Lake Beautiful but making it a priority to protect the southern half or Butler Park in its natural state as a habitat corridor for wildlife and respectfully ask that the Village give serious thought to relocation the proposed hockey rink to another location.

Village Resident-Anonymous
Explained that most of the public in attendance are affected by the project as most live on Lake Street and that is their neighborhood that is very close to the residents and that is why they feel so strongly with leaving it the way it is.

Trustee Moras explained that in the dozen or so meetings regarding this subject in the past with little to no attendance. One of the main reasons most of the Parks in Libertyville were not considered was the affect on the neighbors. That is why Butler Park and Adler Park were considered through the process.

Village Resident Maggie Donovan (Off of Lake Street)
Ms. Donovan expressed that the park is not walkable for some residentsand the parking created concerns with crossing the Lake Street Road.

Village Resident Jim Hahmer (W. Cook)
Mr. Hahmer asked the Committee with the Libertyville Sports Complex was not taken into consideration for the hockey rink as there is no neighborhood to worry about and there is ample parking with the miniature golf area.

Chairman Gaines corrected that Aloha Falls is currently being leased.

Mr. Hahmer noted that with Hockey being a sport that it would work with the Sports Complex purpose and the hockey rink would feed each other and possibly offer programs for hockey that would be a better blend of activities.

Chairman Gaines reitered that the Committee considered multiple locations and a centralized and safe location from kids to go to and from therefore not making the Sports Complex a practical location.

Trustee Moras added to Chairman Gaines comments that the Sports Complex was considered but the overall objective of the Village is to find a buyer for the corner and golf property. Additionally it would not be responsible to spend a couple hundred thousand dollars on a property that will be eventually sold.

Village Resident Dann Hansen (Stonegate Road)
Mr. Hansen suggested the northside of the Sports Complex is a softball/baseball field and immediately west of the area is a flat piece of ground 230ft by 120ft. There is water, indoor facilities, heat in the winter, cooling in the summer and plenty of parking.

Mayor Weppler responded that when the Sports Complex was built, the area was listed as overflow parking. If the Golf Learning Center and the corner property sell that will have to be parking because currently for event the overflow parking is at the Golf Learning Center.

Mr. Hansen asked if the Golf Learning Center is on the market. Mayor Weppler noted that the Village Realtor advised to remove the listing until the market improved. The Village has advised realtors that the Village will consider offers. Offers have been made but the offer would keep the tax payers in debt for the amount of bonds.

Village Resident Sue Mulligan (Sherborne Court)
Ms. Mulligan explained that her 13 year old son spent every moment at the Bolander Park rink and is concerned with the isolation of Adler Park. Ms. Mulligan noted that the she bikes by Adler Park on a daily basis and there are many beer bottles and evidence of illegal substances within the park and is concerned, so she suggests that Butler would be a better location.

Village Resident Laurie Kaya (Young Drive)
Ms. Kaya asked the Committee what would be the contingency plan be if the Village were to receive similar undercurrent from residents by Adler Parks. Chairman Gaines explained that in terms of a visibility there is a buffer and this is an ongoing discussion on location of the rink. Ms. Kaya asked when the decision will be made. Chairman Gaines said that once they have gathered enough information and can make the best decision on the proper amount of input. Ms. Kaya asked the timeline and the Committee committed for the next winter season.

Chairman Gaines added there are three parts to the hockey rink 1) location of the hockey rink, 2)how the hockey rink is constructed, 3) how to improve the rink regarding maintenance and can the rink be better quality. The history was the rink was originally a grant from the State and then when the

Bolander property was sold, multiple residents voiced their concerns for the future of the hockey rink.

Trustee Garrity explained that there are six locations including two areas at Butler Park and four areas at Adler Park.

Village Resident Barry Baker (Elm Court)
Mr. Baker asked what were the two locations in Butler Lake. Chairman Gaines explained that there was a north and south location. Mayor Weppler clarified the location that have Illinois Department of Natural Resources was the first location located on the left hand side when you turn on Ray Peterson Drive. Chairman Gaines noted that there were no plans for south of Lake Street, only within the park grounds the north of Lake Street.

Village Resident Matt Gonring (Stonegate)
Mr. Gonring noted they are 25 year residents and the closest residents to the proposed hockey rink at Butler Lake Park. Mr. Gonring acknowledged that he appreciates that the Village is listening to the residents who are very passionate about the park. Mr. Gonring said that there may be opportunity going forward to consider regarding the residents support. Additionally, there was some usage data and noted that the Bolander hockey rink may have had some limited use and may not have been maintained. Mr. Gonring noted that he is not sure that the user data warrants a year round rink. Mr. Gonring also noted that past history is that Butler Lake was a popular and used facility and enough flexibility to bring back the ice skating on Butler because of the inconsistent weather.

Mayor Weppler commented that several of the Libertyville Car Dealers grew up within Libertyville and skated on Butler Lake and suggested a while back that it would be a good idea to bring ice skating back to Butler Lake. In planning for ice skating, they had come to the conclusion that with the inconsistent weather and the staffing struggle to staff the ice skating based on the inconsistent weather, that the idea was tabled.

Village Resident Kris Hopkins (Stonegate)
Ms. Hopkins noted the April 1 memo that 50 percent of the user are from inside the Village and 50 percent outside of the Village. Suggested that this should not be first priority given the data of non-resident users.

Village Resident Jacki Pytel (Jeremy Lane)
Ms. Pytel asked the Committee if the hockey rink would be year round. Secondly, she noted that there could be issues with the public parking on the roadway and crossing the lake street roadway is not safe. Lastly, how many matures trees would be removed and the status of the proposed retention basin.

Chairman Gaines noted that the facility would be a year facility based on the roller hockey usage.

Chairman Gaines noted that the healthy trees would be moved to a new location and the trees deemed unhealthy would be removed under the discretion of the Superintendent of Parks, Forestry and Grounds Jim Barlow.

Village Engineer Fred Chung noted that there is a need for a retention area but have not confirmed the location so that would have to set before the retention area would be further discussed.

Superintendent Barlow noted that the Village is committed to saving as many trees as possible. Trustee Moras added that no decision has been made.

Trustee Garrity noted that the Village takes trees very seriously and always review the impact of the trees prior to moving forward with a project.

Village Resident John McWilliams (Hillcrest)
Mr. McWilliams has lived in the Village for over 30 years and liked the ice skating and warming house option for Butler Lake. Relative to the year round idea and bicycle and walking the whole park is busy and overflow parking as is with the various activities within the park. Noticed that it is reckless currently with games letting out on the public turning onto Lake Street. Mr. Williams added that he supports a "Norman Rockwell" atmosphere with skating on Butler Lake.

Village Resident Scott Nelson (7th Avenue)
Mr. Nelson explained that he was with the original group that was interested in having a year round rink in place and they loved the Bolander. Consider an option of installing boards just in the winter time.

Village Resident Mike Novak (Innsbruck Court)
Mr. Novak has lived in the Village for 29 years and feels strongly both ways that his family has skated at Butler Lake and the Bolander Property. During the baseball season there wouldn't be enough parking and the there would be a puck noise annoyance.

Village Resident Wendy Vieth (Juliet Lane)
Ms. Vieth said she has three kids that played baseball and the usage at Bolander is during the week not the weekends and party would not be an issue. The parking issue at Butler is during the day. The hockey rink should be used year round like it was at Bolander.

Village Resident Jill Sackett (Stonegate)
Ms. Sackett said she is 20 year resident of Libertyville. Ms. Sackett is all in favor of hockey and concerned about the southern end being used as a hockey rink. The park has evolved with people living around the perimeter of the lake and many residents have invested in the park with benches and maintaining the sunken garden area. Ms. Sackett said that drivers do not yield at the cross walks and she would be very concerned for the youth and public crossing Lake Street. Ms. Sackett said from a practical standpoint for Libertyville the leverage the current infrastructures that are currently in place and the Butler Lake South location is not the best option when Adler Park already has the infrastructure in place to warrant a hockey rink. Ms. Sackett also suggested that the Sports Complex as an option even though it may be a longer distance to travel.

Village Resident Laurie Kaya (Young Drive)
Ms. Kaya wanted to confirm that the Hockey Rink will be a year round facility as discussed in past meetings.

Chairman Gaines reiterated that the Committee is 100% committed to relocating the rink. The rink will be of the same quality and hopefully improved from the former Bolander location. Additionally, Chairman Gaines added that the discussion is where to put the hockey rink, not if the hockey rink will be installed.

Trustee Moras added that once the Committee makes the decision, it is not the final decision. There are many processes that have to occur before the project is confirmed.

Anonymous Village Resident
Thanked the Committee on taking all of the suggestions into consideration. The Resident noted that various meeting in the past and is very impressed of the Committee respect to take the public's suggestions into consideration and has every confidence that the Village will make the right decision. Additionally, it was added that Butler Lake was location based on other sport activities.

Anonymous Village Resident
The Resident asked Committee to outline some options in going forward for future discussion.

Village Resident Ms. Hawes (Dawes)
Ms. Hawes explained that there is currently a bike path with a crosswalk for Lake Street.
Ms. Hawes added that in her opinion the Sports Complex is mostly used for travel sports and people pay for space and currently there is no real hockey sport available so it should be considered for a year round facility.

Anonymous Village Resident
The resident explained the she is walker around Butler Lake and there is always trash at any parks and asked how the rinks would be financed.

Trustee Rich Moras explained that the Village of Libertyville taxing includes Recreation and is not a part of a Park District. Currently the rink is maintained by the Village Parks Division by installing the liner, maintaining the rink with snow removal and electricity which is already an annual expense and the hope is to decrease the maintenance if possible. Trustee Moras clarified that the Villages goal is to maintain the amenity that the Village has and possibly improve the amenity if needed and to provide a year round hockey facility based off of the past resident feedback. Trustee Moras added that the Committee continues to request the resident feedback including the hockey group to ensure a successful project and ensure that resident money is well spent. Trustee Moras explained that most of the financing would come from the proceeds of the Bolander Building sale.

Chairman Gaines added that the hockey support group has said that they want to reduce the maintenance of the hockey rink by volunteer and possibly fundraising. The rink was obtained originally by a grant from the State of Illinois.

Mayor Weppler noted that the hockey supporter group made a commitment to help with the project and hockey rink. Currently, Libertyville Little League Baseball, Libertyville Boys Club Football and Libertyville Girls Softball help maintain the fields and in turn save the tax payers money with their support. The hockey group asked to help and have been involved to make sure it is designed correctly for their own use.

Chairman Gaines added that the hockey support group has put effort into the amenity with doing weekend cleaning of the rink when staff is off.

Village Resident Alane Wanda (Stonegate)
Ms. Wanda asked who would be the contact if there is an issue, who to contact for information. Additionally what is the next step to this project for better communication.

Trustee Gaines noted that there are minutes on the website and Resident Joan Sayre will keep in contact and her email provided is jesayre@sbcglobal.net.

Village Resident Mr. Sayre (Stonegate)
Mr. Sayre two children ice skated on Butler Lake. Additionally the family never participated in hockey activities but welcome the idea of a hockey/skating rink. Reiterated the aesthetics of the park and is the current crown jewel park in the area including the nice road and bridge and would like it to stay that way. By adding the hockey rink to the southern section of Butler made set a precedent to other intrusive activities within the park.

Mayor Weppler clarified that there has never been any discussion to have the hockey rink south of Lake Street.

Village Resident Ms. Kick (Brainard)
Ms. Kick has lived in Libertyville for 86 years and thanked the Committee for all of the effort and appreciates what Butler Lake is as her husband father participated in skating and fishing on Butler Lake.

Mr. Bradley (Innsbruck)
Mr. Bradley commented on the outstanding recreation program and thanked the Committee and staff for their efforts. Mr. Bradley noted that he grew up in the city and Libertyville has an outstanding recreation program and is the envy of many surrounding programs in the area that do not match Libertyville. Additionally any addition to the recreation program will only enhance the recreation in Libertyville. Mr. Bradley added that if skating on Butler Lake was a reasonable option that ice density can be monitored and tracked on a seasonal basis. Mr. Bradley asked if there could be an intergovernmental agreement with Lake County for north side of Winchester on the Lake County property for a period of time and brings in the Township resources so that it is beneficial for everyone.

Chairman Gaines noted that it was not viable because Lake County completed a master plan and from memory believed that every portion of that land was accounted for a future project.

Trustee Garrity added that with the plans for the rink in the next year it may be too short of a time range to work on an intergovernmental agreement.

Mayor Weppler said it would also include updating the Lake County Plan which could be longer than a year for the process.

Trustee Moras explained that the next steps is that the expectation is to get more information on the other locations including a possible roof option as it would help in the overall maintenance and lights in the roofing area. The hockey rink is a work in progress and there is not a timeframe of the final decision and the goal is to have a rink for next season. Trustee Moras thanked the audience for their attendance.

Resident Joan Sayre provided her email of jesayre@sbcglobal.net for the public to contact for updates on the hockey rink project.

Trustee Adams asked how busy the Adler lot was during the day. Recreation Manger Julie Ludwig commented that it can get busy due to the Adler Camp pick up and drop off and rentals during the week and weekend also fill the lot based on the size of the rental and the frisbee golf.

Trustee Garrity asked that staff update the locations at Adler for a future meeting.

Superintendent Barlow added that the trees at Adler will not be too impacted.

Director Kowal added that the Committee needs the feedback from Engineer Fred Chung and possibly Gewalt Hamilton. Engineer Fred Chung recommended soil boring of the area to see the impact.

Superintendent Barlow said that a potential roof could aid in an additional shade area.

3. Dog Days of Summer

Director Kowal explained that Bill Kaiser has been the promoter of Dog Days of Summer in the downtown area for 7 years. Mr. Kaiser has sold his previous Pampered Pupz business in Libertyville and now owns the Lee Donuts in Libertyville. Mr. Kaiser approached the Village as how the event can continue. Mayor Weppler explained that he would be an independent contractor to the Village. The Village would potentially pay the insurance fee to cover the cost since that is paid currently by Mr. Kaiser. Mr. Kaiser asked several groups were asked if they would like to take over the event but there was no interest. Village Attorney Dave Pardys added that Mr. Kaiser would be hired as a consultant to obtain Insurance and the compensation would be the reimbursement of the insurance cost. Trustee Garrity asked in the Village could be at a break even or net zero for the event. Mayor Weppler added that there is a cost of approximately $15,000 for the event with the Dock Dogs show but Mr. Kaiser obtains sponsor for the cost. Mayor Weppler added that the Village has only provided water in the past. Trustee Moras added that the event has grown substantially. Chairman Gaines added that the event is good and a great turn out for 7 years with the intentions to hand this off to bridge to another non for profit group as in his opinion does not want the Village running these events and hopefully there will be some additional tax revenue with the downtown traffic. Chairman Gaines added that if this was a new request he would not support the idea but since Mr. Kaiser has produced a good event for the last 7 years that he will support this request. Trustee Garrity would like to see the plan on paper where the revenue and the sponsors supporting the event. Mayor Weppler added that he received that information regarding the revenues and will forward it to the Committee. The Parks and Recreation Committee made a motion to recommend to support Mr. Kaiser in the transitioning period and that the Village will run the Dog Days of Summer event with the stipulation that it will be contracted to another not for profit organization in the future.

Chairman Gaines also reiterated that there should be no more staff involvement than in previous years with the event. Mayor Weppler added that the only additional staff involvement would be on the financial side administratively only.

4. Libertyville Golf Course

Counselor Dave Pardys updated the Committee on the litigation and the Village reached an agreed order with Mr. Subry to finalize some improvements to the the golf course property and to catch up on past payments and that time period expired the first part of November. With the expiration of the order the Village enforced a judgement to Blair Subry and BCS Golf for a citation to discover assets. During the discovery of assets process it was determined that there were no assets. During the interim process the Village has changed the locks to the golf course proshop area. Counselor Pardys added that there is some property within the proshop which Director Kowal has taken inventory and is of questionable value. Once there is a turnover order the Sheriff would ultimately sell the items of value in a sheriff sale or be considered abandoned which could be Village property. Counselor Pardys noted that a letter was sent offering the option to remove the items from the proshop. Administrator Bowens noted that the Village will

be refiling annually to discover any assets. The Village with move forward with a new tenant but the Village is still invoicing Mr. Subry for the rent.

Village Resident Mr. Bannock (Springhaven)
Mr. Bannock asked if the golf course would be maintained as a golf course. Chairman Gaines said it would be opened as a green space and be mowed until a possible tenant is discovered. Mayor Weppler added that there was a large cost of $80,000 a year to maintain the golf course. Trustee Moras added that when the golf course was leased to Mr. Subry he was going to maintain the golf course, teach lessons and introducing the turf aspect to the golf course to extend the playability.

Other
A. Eagle Scout Project
Eagle Scout Nick Berklan continues to plan for his project and will work with Jim Barlow on any developments with his Eagle Scout Project.

B. EAB
Superintendent Barlow noted that one tree was removed in the month of December. The storm damaged many trees that had to be trimmed or removed.

C. Libertyville Recreation and Sports Complex Event Schedule
Many activities including Breakfast with Santa was sold out with two settings. House league basketball began and many night and weekend activities at the Sports Complex including two corporate holiday parties were hosted.

D. Recreation and Sports Complex Marketing and Publicity
Director Kowal attached several newspaper articles of programs and events that took place at the Libertyville Sports Complex or other recreation facilities.

E. Other Item Added-Libertyville Senior Center
Trustee Moras asked Recreation Manager Julie Ludwig how the Senior Center was in regard to the letter sent to Mayor Weppler requesting additional staffing. Ms. Ludwig noted that two seniors were present to discuss. The letter was received after the agenda was finalized and will be deferred to the February agenda so the Committee can fully review the letter request. The Committee thanked the resident seniors for their attendance.

Trustee Garrity thanked Kyle Copeland for attending the meeting; he is currently an undergrad at Illinois and interested in government policies.

A motion to adjourn by Chairman Todd Gaines and seconded by Trustee Garrity at 8:07pm.

Respectfully submitted,

Julie Fanning

Julie Fanning, Administrative Secretary
Recreation and Sports Complex Department
Village of Libertyville

Memorandum

To: Members of the Parks and Recreation Committee

From: Connie Kowal, Director of Recreation and Sports Complex

Date: January 27, 2016

Subject: Sports Organizations Presentations

Each year the major sports organizations of Libertyville give the Committee a brief status report of their programs, including a review of the past year and a preview for their upcoming season. Invited to Tuesday's Committee meeting include:

1) Bill Bennett, Libertyville Little League Baseball
2) Pete Land, Libertyville Youth Baseball
3) Mike Pezzella, Libertyville Girls Softball Association
4) Kevin Scott, Libertyville Boys Club Football
5) Michael Zovistoski, Greater Libertyville Soccer Association (GLSA)

Item 3

Memorandum

To: Members of the Parks and Recreation Committee

From: Connie Kowal, Director of Recreation and Sports Complex

Date: January 27, 2016

Subject: Hockey Rink Relocation Update

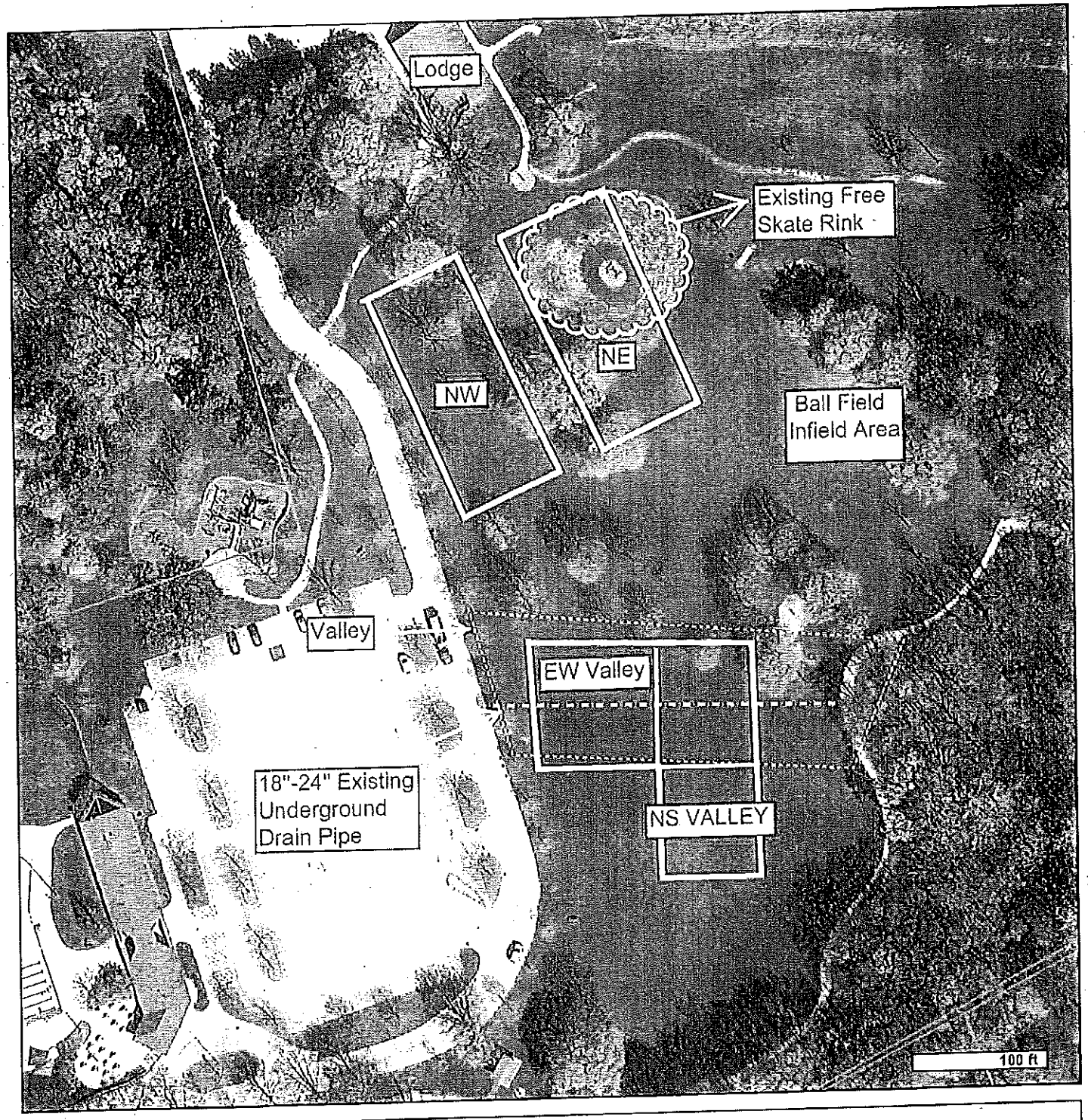
Per the direction of the Committee, Staff is reviewing Adler Park as the potential site for the relocation of the Bolander Hockey Rink. The Adler Park 'northwest' site was one of the two preferred areas of consideration by Staff and the Committee. Previous information pertaining to this Adler Park site is attached.

Staff has identified some topics and information to review with the Committee pertaining to the Adler Park location and next steps.

- Local residents: Communication of information and input with residents in the area to the south of Adler Park (Parkview Drive, Carriage Hill Rd).
- Impact to trees at location (information attached).
- Utilities (water, electric): it appears that utilities are accessible, yet it still needs to be determined as to the path of underground locations.
- Regulatory agencies: Adler Park does not fall within a floodway or floodplain (see attached map); therefore, Illinois Department of Natural Resources rulings are not needed; Lake County Stormwater Management will need to be involved in the process with our engineering consultants pertaining to design approval and compliance to regulations, as needed.
- Village codes for height of lights: light poles retained from Bolander Hockey Rink are 30 feet, current code is 25'. It is recommended that a variation be considered in order to re-use the light poles
- Existing storage areas at Adler Park could be used, therefore, no new buildings needed.
- Hours of Operation due to Park usage and Parking lot conflicts: Adler Lodge, Adler Pavilions and Adler Park are used for approximately 160 rental events receiving permits from the Department; Recreation programming occurs June-August, Monday-Friday, from 8am-5pm for Adler Summer Day Camp for Kids; Adler Swimming Pool and its parking lot is in operation daily from Memorial Day to Labor Day, 8am-9pm. Parks are closed 9:30pm to 6:30pm unless special permitting.
- Engineering costs for pre-construction: Gewalt Hamilton would need to be retained for various engineering work including site survey, soil testing and any needed planning discussions with Lake County Stormwater Management; Consultant costs for construction planning & design and bid preparation assistance would also be needed.

Staff believes that the Adler Park 'northwest' location would be a feasible location for the hockey rink and recommends the Committee approve appropriate next steps to proceed with the hockey rink project at this location.

Adler Park Northwest and Northeast Option



LakeCounty
Geographic Information System

Lake County Department
of Information Technology
18 N County St
Waukegan IL 60085
(847) 377-2373

Map Printed on 04/02/2015

N

Street Intersection: 20242
Lake County Border
Tax Parcels

Disclaimer The selected soil feature layer may not occur anywhere in the current map extent. A Registered Land Surveyor should be consulted to determine the precise location of property boundaries on the ground. This map does not constitute a regulatory determination and is not a base for engineering design. This map is intended to be viewed and printed in color.

Bolander Hockey Rink Relocation Top Two Options

Pros, Cons, Comparable Factors and Other Points:

- Adler Park "Northwest" location
- Butler Lake Park "South" location

Adler Park "Northwest"

Advantages

1) Current Usage of Adler Park
    - During the winter months, Adler Park current has winter sports/activities with the ice skating surface, sledding hill, and other snow related activities, 'electives' for Libertyville residents, and non-resident visitors to the Village. There are no Recreation Department Winter programs currently in the Village portfolio. There is the operation of the Adler Lodge concession stand and inside warming area that is staffed by our Recreation Department on weekends when there is at least 3" of snow on the ground.
    - During the non-winter months and summer months, there are multiple uses of Adler Park, Pool and Lodge. We operate our Summer Day Camp for kids and our Adler Pool. There would be needed adjustments (see Challenges, below).
2) Utilities
    - The area should have easier connection points for water and electricity for the operations needed for the winter maintenance.
3) Parking
    - Existing Parking Lot. During the winter months, lot is used by winter users (see above). During the summer months, parking lot is used by a variety of users including our Summer Day Camp program, our Bike Re-Sale Event, our Lunch with the Bunny Event, our Mother-Son Campfire Cookout Event, Rental use of Adler Lodge, Rental Use of Pavilion, Disc Golf users, nature-walking-outdoor enthusiasts
4) Storage of Equipment
    - Parks Maintenance plans to use existing garage storage area at Adler Lodge, as well as storage area in Swimming Pool maintenance storage area for equipment and supplies for winter.
5) Maintenance Staff
    - Parks Division Maintenance Staff, particularly during the summer months, does regular 'rounds' at Adler Park in their grounds maintenance of the Park, Lodge and Pool.
6) Lights
    - Lights have been used at Adler Park, though limited, for Swimming Pool and for nighttime ice skating at Adler Lodge. Minimal neighborhood impact, though neighbors would need to be appraised and informed prior to the project.

7) Programming
    - An opportunity to develop programming in the hockey rink area for ice hockey, roller hockey, soccer, kickball, etc. that can become a revenue opportunity for the Recreation Department and/or for the Summer Camp participants.

Challenges

1) Summer Usage
    - The introduction of warm weather roller hockey will be an adjustment for the regular users of Adler Park
2) Aesthetics-Trees and Look of Adler Park
    - Boards and Lights near the parkway will add a different 'look' to Adler Park forestral look
    - Loss of trees. However, Parks Division staff has advised that some of these trees are not 'savable' longterm.
3) Parking Lot
    - Summer use of parking spaces will add to the current usage by our Swimming Pool customers and Summer Usage customers (see above). Might need to consider some restricted or regulated times of use for hockey.
4) Adjustments for Village Business Operations
    - Village Recreation Department business operations for Summer Usage (see above) might have to be adjusted, particularly for Summer Day Camp
5) Conflicts with other Uses
    - Adjustments will need to be made for Events (Cross Country meets), Rental Events (company parties under the Trees), and other events (probably not Softball or Disc Golf)

Village of Libertyville

Adler Park Ice Rink Northwest Rink Cost Estimate

1/29/2015

ITEM NO.	DESCRIPTION	EST. QTY.	UNIT	UNIT PRICE	LINE TOTAL
SITE WORK-					
1	Earthwork and Excavation	1	LS	$ 32,000.00	$ 32,000.00
2	Tree Removal	1	LS	$ 3,500.00	$ 3,500.00
3	Removal, Hauling Boards to Adler and Reassemble	1	LS	$ 10,000.00	$ 10,000.00
4	Construction Fence	1	LS	$ 2,000.00	$ 2,000.00
5	Asphalt Base	1850	SY	$ 32.00	$ 59,200.00
6	8" Concrete Curb Wall	536	LF	$ 28.00	$ 15,008.00
7	Court Painting	1850	SY	$ 6.75	$ 12,487.50
8	Underdrain Piping	650	LF	$ 16.00	$ 10,400.00
9	Elec. Connection, Timer and 4- 30' 400 watt lights	1	LS	$ 40,000.00	$ 40,000.00
10	Extend Water Service	1	LS	$ -	$ -
11	5' Limestone Path	250	SY	$ 10.00	$ 2,500.00
				SUBTOTAL	$ 187,095.50
LANDSCAPING-					
12	Site Restoration with Seed and Blanket	1	LS	$ 3,000.00	$ 3,000.00
				SUBTOTAL	$ 3,000.00
				Construction Total	$ 190,095.50
				15% Contingency	$ 28,514.33
				Professional Design and Construction Administration Fees	$ 20,767.93
				Overall Total	$ 239,377.76
ALTERNATE #1 - Concrete Base:					
1	Credit - Asphalt Base	1850	SY	$ (32.00)	$ (59,200.00)
2	Concrete Pad with Welded Wire Mesh	16650	SF	$ 8.00	$ 133,200.00
				SUBTOTAL	$ 74,000.00
				Overall Total with Concrete Base	$ 313,377.76

Note: Since 3D Design Studio has no control over the Contractor's means or methods of determining prices or over the Competitive Bidding process or market conditions, our Estimate of Possible Cost, as provided herein, is made on the basis of experience and qualifications and represent the best judgment as a Design Professional familiar with the construction industry. 3D Design Studio cannot and does not guarantee proposals, bids or the construction costs will not vary from Estimates of Possible Cost prepared for the Owner.

Connie Kowal

From: Jim Barlow
Sent: Thursday, January 14, 2016 11:48 AM
To: Connie Kowal
Cc: Fred Chung; John Spoden; Julie Ludwig; Kevin Bowens; Paul Kendzior
Subject: FW: Adler NW Ice Rink
Attachments: Adler Park Ice Rink Northwest.pdf; Adler by lodge - Ice Rink Key with tree sizes.docx

Connie,

Attached is the tree survey we performed in May 2015 for the trees in the proposed NW Hockey Rink location at Adler Park. This is only the trees that are within the rink boundaries and doesn't include any trees that may be impacted by over dig. Based on our observations last year the rink may be moved slightly to the east to avoid possible damage of the roadway trees.

Thanks,

Jim Barlow
Superintendent of Parks
Forestry and Grounds
Village of Libertyville
847-918-2076

From: David Thornborough
Sent: Thursday, January 14, 2016 11:40 AM
To: Jim Barlow
Cc: Dennis Matusek
Subject: Adler NW Ice Rink

Hi Jim,

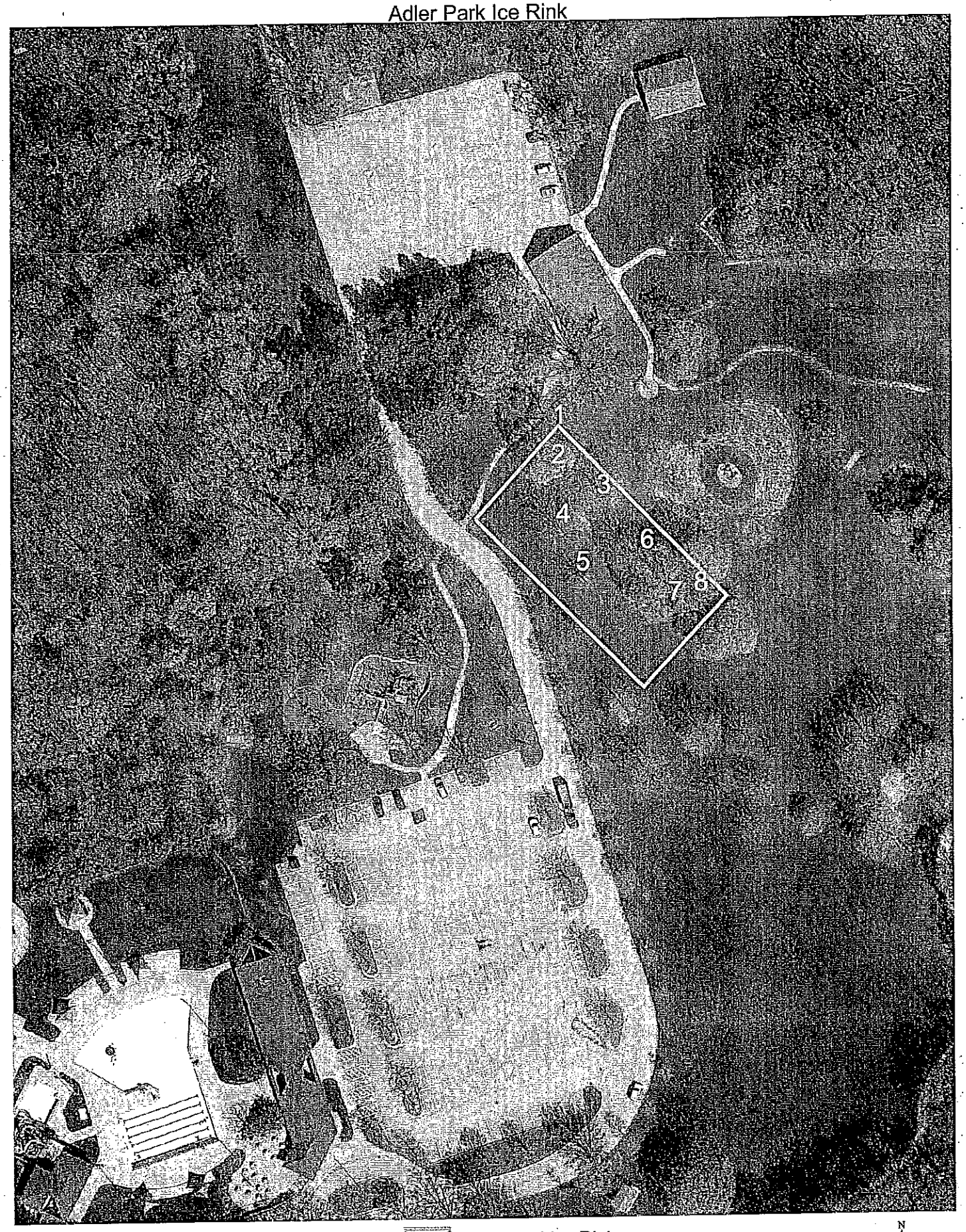
The NW site at Adler was mapped out with tree conditions last fall. Attached are the docs.

Granted one of the trees did come down in the general vicinity, not sure if it is one within the rink boundaries.

Thanks,

David Thornborough
Assistant Superintendent of Parks
Forestry and Grounds
Village of Libertyville
847-918-2074

Adler Park Ice Rink



Proposed Ice Rink

Scale of 1" = 100'

N
W
E
S

Adler North West by lodge - Ice Rink Key

Location points for 100' x 200' area. Descriptions are 90 degrees from corners unless stated.

North West corner: 17'9" from curb and 15" from gravel path

South West corner: 15'4" from sugar maple on angle and 35'6" from manhole cover - on angle

South East corner: 19'5" from Norway maple that is south west of corner - on angle

North East corner: 50'6" from large oak tree on angle and 30'2" from gravel path

Trees impacted:

*#1 – 26" Sugar maple is outside of rink but could be in the way – fair condition, has rot about 5 feet up on South side and rot about 10 feet up on Northwest side.

#2 – 27" Norway maple – poor condition - has a hole about 20 feet up on Southeast side.

#3 – 27" Sugar maple – good condition – has some dead wood and girdling roots.

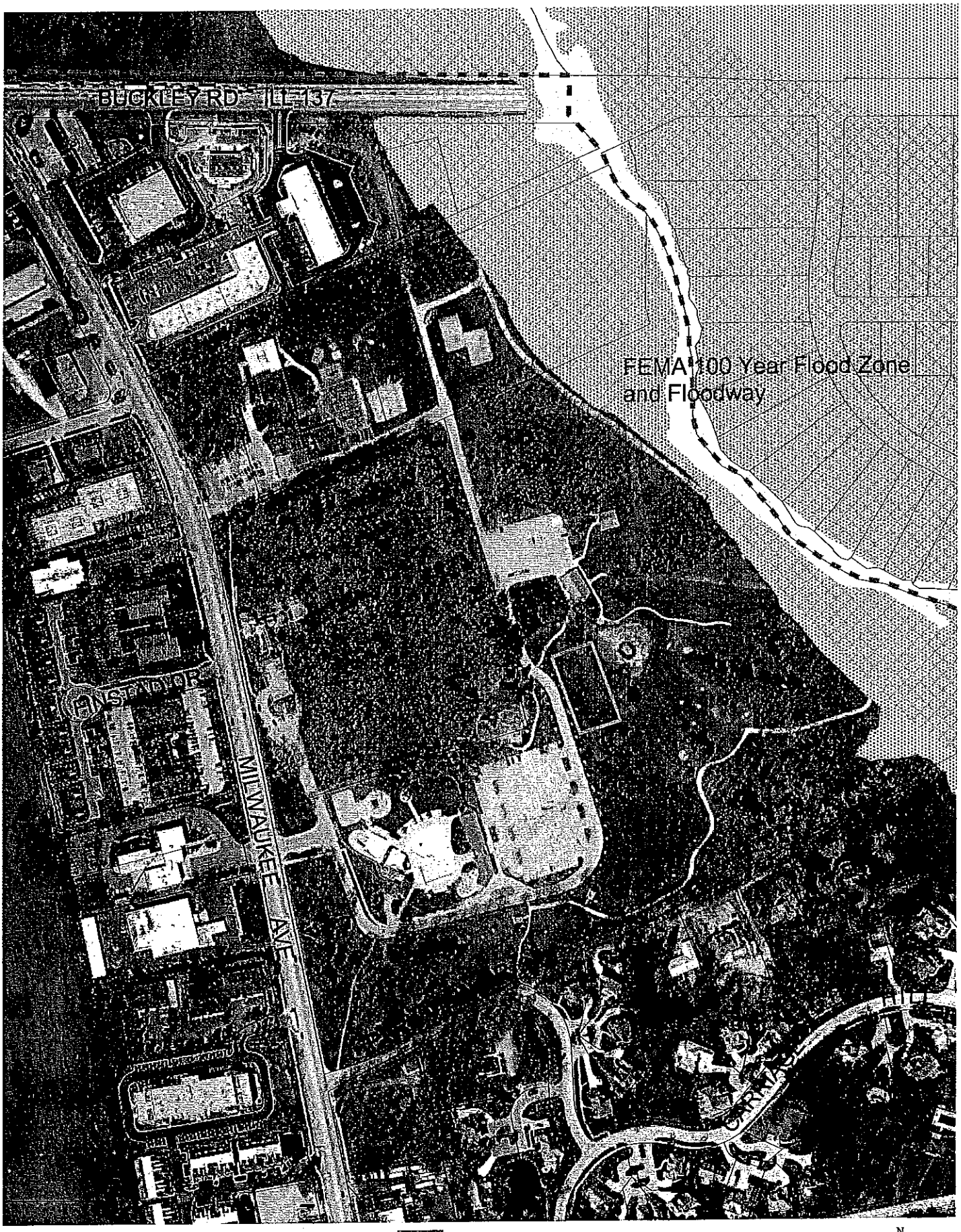
#4 – 23" Sugar maple – fair condition – has some dead wood.

#5 – 13" Kentucky Coffee tree – good condition – crack at base on West side and string trimmer damage.

#6 – 20" Sugar maple – good condition – minor dead wood and girdling roots.

#7 – 28" Norway maple – poor condition – hole 6 feet up on West side, wet wood with lateral split on lowest West limb, rot at base and hangers.

#8 – 28" Norway maple – poor condition – rot on East side with heavy decay and East half of tree split apart last year.



Proposed Ice Rink

Scale of 1" = 300'

N
W
E
S

9403EDDY.DGN

PIPE SCHEDULE

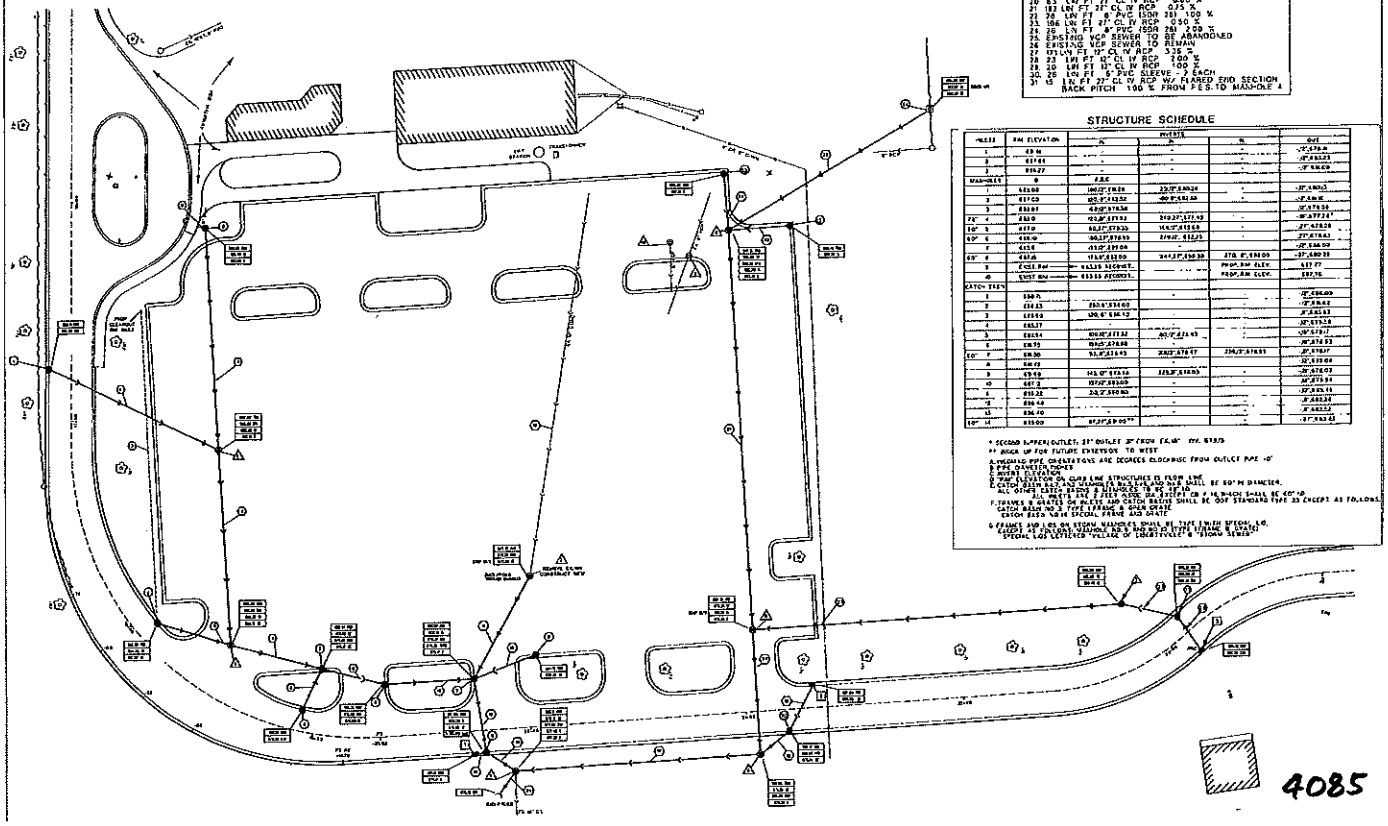
1	68	LIN FT	12" CL IV RCP	395 %	
2	143	LIN FT	6" PERFORATED PVC DRAIN	150 %	
3	34	LIN FT	12" CL IV RCP	100 %	
4	48	LIN FT	12" CL IV RCP	100 %	
5	103	LIN FT	8" PVC ISDR 26	0.13 %	
6			EXTEND EXISTING 6" PVC PIPE TO CONNECT TO NEW CATCH BASIN		
7	16	LIN FT	12" CL IV RCP	1.60 %	
8	20	LIN FT	12" CL IV RCP	9.30 %	
9	25	LIN FT	18" CL IV RCP	1.00 %	
10	40	LIN FT	18" CL IV RCP	0.50 %	
11	53	LIN FT	12" CL IV RCP	0.30 %	
12	16	LIN FT	12" CL IV RCP	0.33 %	
13	EXISTING 12" RCP TO REMAIN				
14	3	LIN FT	12" CL IV RCP	1.00 %	
15	33	LIN FT	21" CL IV RCP	0.43 %	
16	16	LIN FT	21" CL IV RCP	0.42 %	
17	110	3" LIN FT	21" CL IV RCP	0.17%	
18	11	LIN FT	12" CL IV RCP	2.00 %	
19	23	LIN FT	12" CL IV RCP	1.00 %	
20	63	LIN FT	27" CL IV RCP	0.80 %	
21	182	LIN FT	27" CL IV RCP	0.75 %	
22	24	LIN FT	8" PVC ISDR 26	1.00 %	
23	106	LIN FT	27" CL IV RCP	0.50 %	
24	26	LIN FT	8" PVC ISDR 26	2.00 %	
25	EXISTING VCP SEWER TO BE ABANDONED				
26	EXISTING VCP SEWER TO REMAIN				
27	171	LIN FT	12" CL IV RCP	3.25 %	
28	23	LIN FT	12" CL IV RCP	1.00 %	
29	20	LIN FT	12" CL IV RCP	1.00 %	
30	25	LIN FT	6" PVC SLEEVE	2 EACH	
31	13	LIN FT	27" CL IV RCP W/ FLARED END SECTION BACK PITCH 1.00 % FROM P.E.S. TO MANHOLE 4		

STRUCTURE SCHEDULE

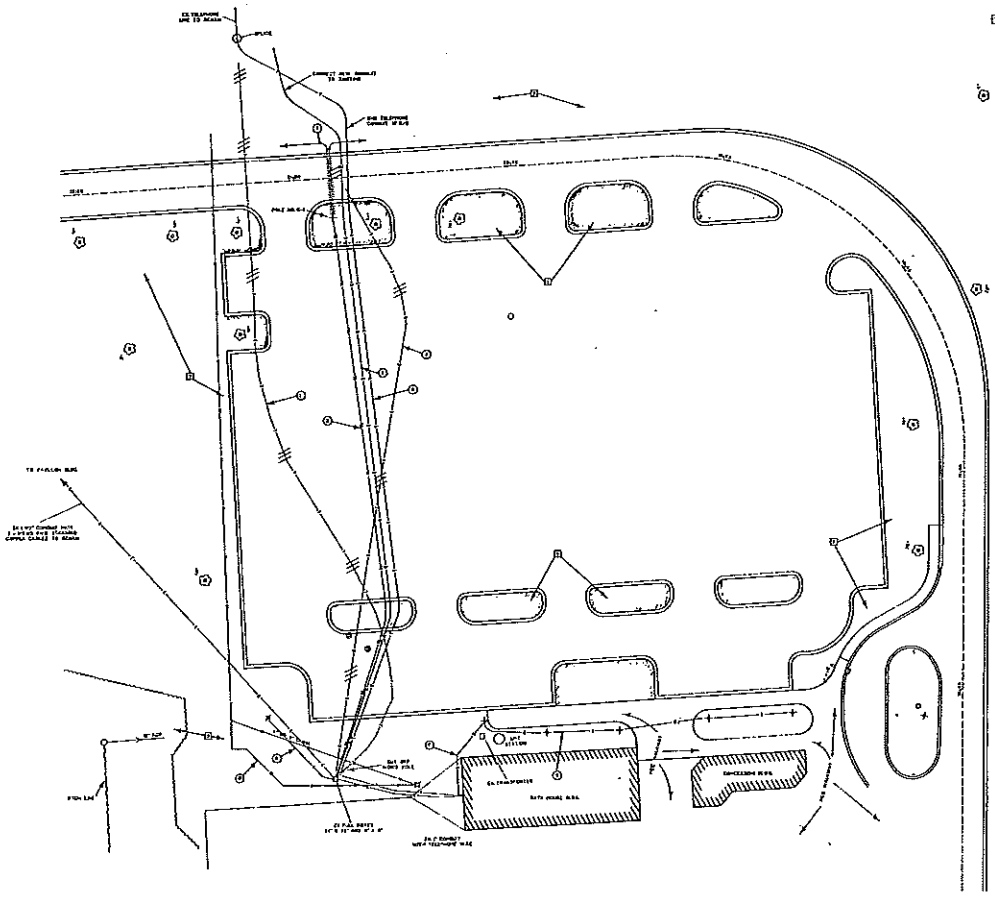
	RIM ELEVATION	INVERTS			
		IN	OUT	IN	OUT
1	49.14	-	-	-	[illegible]
2	47.61	-	-	-	[illegible]
3	49.27	-	-	-	[illegible]
MANHOLES		P.E.S.			
1	43.00	40.0'/38.25	33.0'/38.25	-	[illegible]
2	47.70	42.0'/41.52	40.0'/41.50	-	[illegible]
3	50.07	43.0'/47.50	-	-	[illegible]
24" 4	50.0	42.0'/47.92	39.0'/47.92	-	[illegible]
18" 5	47.70	44.0'/47.83	34.0'/47.83	-	[illegible]
60" 6	48.40	40.0'/47.83	39.0'/47.83	-	[illegible]
7	47.54	41.0'/47.00	-	-	[illegible]
48" 8	49.45	41.0'/48.00	34.0'/48.00	27.0'/48.00	[illegible]
9	EXIST RIM	41.25 REQUIRED	-	PROP. RIM ELEV.	47.77
10	EXIST RIM	41.25 REQUIRED	-	PROP. RIM ELEV.	47.76
CATCH TREN					
1	50.71	-	-	-	[illegible]
2	50.13	45.0'/47.00	-	-	[illegible]
3	49.50	45.0'/46.12	-	-	[illegible]
4	48.27	-	-	-	[illegible]
5	48.54	40.0'/47.32	40.0'/47.43	-	[illegible]
6	48.72	40.0'/47.88	-	-	[illegible]
60" 7	48.90	41.0'/47.93	34.0'/47.97	24.0'/47.95	[illegible]
8	48.42	-	-	-	[illegible]
9	49.49	41.0'/47.16	33.0'/47.00	-	[illegible]
10	48.73	42.0'/47.00	-	-	[illegible]
11	49.22	34.0'/49.00	-	-	[illegible]
12	48.40	-	-	-	[illegible]
13	48.40	-	-	-	[illegible]
18" 14	49.00	47.0'/49.00**	-	-	[illegible]

* SECOND 6-PERI OUTLET: 27" OUTLET 2" FROM F.G.@ INV. 47.0/3
** RISER UP FOR FUTURE EXTENSION TO WEST

A-ENDING PIPE ORIENTATIONS ARE DEGREES CLOCKWISE FROM OUTLET PIPE -0-
B-PIPE DIAMETER INCHES
C-RIM ELEVATION
D-INVERT ELEVATION
E-CATCH BASIN 83-2/32 WEIRWALLS NO.3 ONLY AND NOT WILL BE 50" IN DIAMETER.
ALL OTHER CATCH BASINS & MANHOLES TO BE 42" I.D.
ALL INLETS ARE FLARED END SECTIONS WITH A 18 INCH GRATE EXCEPT 48" I.D.
F-TRAPS & GRATES ON ALL CATCH BASINS ARE SHIELD OUT STANDARD TYPE AS EXCEPT AS FOLLOWS:
CATCH BASIN NO.3 TYPE 3 GRATE
CATCH BASIN NO.16 SPECIAL TYPE SEE NOTE
G-FRAMES AND LIDS ON STORM MANHOLES SHALL BE TYPE I WITH SPECIAL I.D.
EXCEPT AT JUNCTION CHAMBER NO.5 THE SPECIAL LID SHALL BE STAMPED
SPECIAL LIDS LETTERED "VILLAGE OF LONGBOTTOM'S" "STORM SEWER"



4085

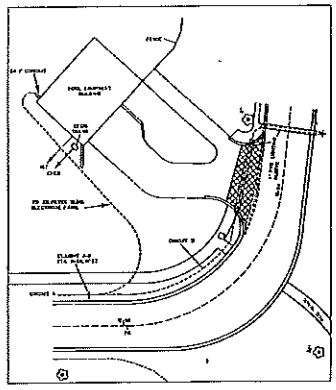


RESTORATION / PLANTING PREPARATION NOTES:

1. ALL DRIVES AND OTHER GRADED AREAS INDICATED THUS [illegible] SHALL RECEIVE CONTRACTOR TOPSOIL BASED ON DETAIL FOR REQUIREMENTS REGARDING OF GRADE AREA AND OTHER LOCATIONS DESIGNATED FOR PLANTING SHALL BE EXCAVATED TO A DEPTH OF TWO FEET AND BACKFILLED WITH TOP SOIL PLANTING WILL BE DONE BY VILLAGE.
2. ALL OTHER DISTURBED AREAS INCLUDING AREAS WITHIN THE LIMITS OF THIS PROJECT, WHICH ARE NOT TO BE TOPSOILED, SHALL BE RESTORED AS FOLLOWS:
   - BEHIND CURBS BY SEWER TRENCHES AND IN FILL AREAS USE OF A MINIMUM OBTAINED FROM WITHIN THE PROJECT LIMITS WILL BE PERMITTED FOR BACKFILLING, GRADING AND SHAPING OF EMBANKMENT, TO AN ELEVATION OF 6 INCHES BELOW PROPOSED FINISHED GRADE.
   - GRADING AND SHAPING IN THE TOP 6 INCHES OF THE ABOVE AREAS AND IN ALL CUT AREAS SHALL BE CONSTRUCTED OF TOP SOIL.
   - FINE GRADING PREPARATION OF SEED BEDS SEEDING AND MULCHING SHALL BE PERFORMED IN ACCORDANCE WITH SECTIONS 212 AND 251 OF THE STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION AS MODIFIED BY THE SPECIAL PROVISIONS.

ELECTRICAL/UTILITY ADJUSTMENT NOTES

1. EXISTING TELEPHONE LINE TO DAY CAMP OFFICE, REMOVE/ABANDON BETWEEN PULL BOX AND SPACE LOCATION
2. PLACE 4" WHT DUCT FOR TELEPHONE CABLE INSTALL NEW CABLE IN DUCT AND IN TRENCH BEYOND END OF CONDUIT NEAR DAY CAMP OFFICE AND TEST AGAINST ERA.
3. REMOVE AND RECONNECT CABLES TO DAY CAMP OFFICE BUILDING REMOVE CABLES FROM EXISTING BUILDING CONDUIT BETWEEN PULL BOX AND LAKES SHOWN EAST OF ROADWAY
4. PLACE NEW CONDUIT ABOVE AND BELOW EXISTING CONDUIT AND MAKE CONNECTIONS THE NEW CONDUIT SHALL BE 2" RIGID GALVANIZED CONSTRUCTION MAKE CONNECTIONS TO MATCHING 2" RIGID GALVANIZED CONDUIT. INSTALL NEW CABLES FROM PULL BOX TO DAY CAMP OFFICE AND MAKE CONNECTIONS NEW CABLES TO MATCH EXISTING
5. WITH NEW 3 - 1/C 4/0 AL AND STRANDED COPPER CABLES (1/0 AL AND 8/0 AWG W. 4 AWG STRANDED BOND WIRE) INSTALL NEW 40' CLASS 1 WOOD POLE WITH 10' BURIAL DEPTH. INSTALL 15' 4 SIDED FOR CONDUIT RISERS OR PADS BELOW INTERMEDIATE PHOTO CELL ON POLE. P.C.S. MAKE UP ALL CONNECTIONS AND TEST CIRCUIT.
6. REFER TO ROADWAY PLAN AND PROFILE SHEETS FOR STREET LIGHT SYSTEM LAYOUT
7. CONDUIT FOR ROADWAY LIGHTING ROADWAYS REFER TO SUBDIVISION PLAN.
8. CONSTRUCT NEW BASES AND RESET BOLLARDS PREVIOUSLY REMOVED DETAIL FOR BASE CONSTRUCTION AS PER PLAN. INSTALL NEW 2" RIGID GALVANIZED CONDUIT FOR CONNECTING NEW BASES TO EXISTING CONDUIT. INSTALL NEW WIRE AND CONNECT TO EXISTING BOLLARDS AND TAP SIZE OF CONDUCTORS TO MATCH THOSE PREVIOUSLY REMOVED MAKE UP ALL CONNECTIONS. TEST CIRCUIT.
9. EXISTING CONDUIT TO BE REMOVED. DIRECT BURIAL IN PULL BOX FOR CONNECTION OF STREET LIGHTING UNIT DUCT
   - ABOVE WORK SHALL COMPLY WITH NATIONAL AND LOCAL ELECTRICAL CODES -
10. EX WATER LINE LOCATION APPROXIMATE CONTRACTOR TO MAKE EXPLORATORY EXCAVATION TO DETERMINE EXACT LOCATION WHICH WILL INFLUENCE WORK ELEVATIONS, CONSTRUCTION OR OTHER WORK IF JURISDICTION OR RELOCATION OF THE WATER LINE PROVES TO BE NECESSARY, VILLAGE MAY ADD SUCH WORK TO CONTRACT BY CHANGE ORDER



VILLAGE OF LIBERTYVILLE
118 West Cook Avenue
Libertyville, Illinois 60048
(708) 362-2430

SHEET NO. 5 of 17

PROJECT NO. [illegible]

AS BUILT BY [illegible]

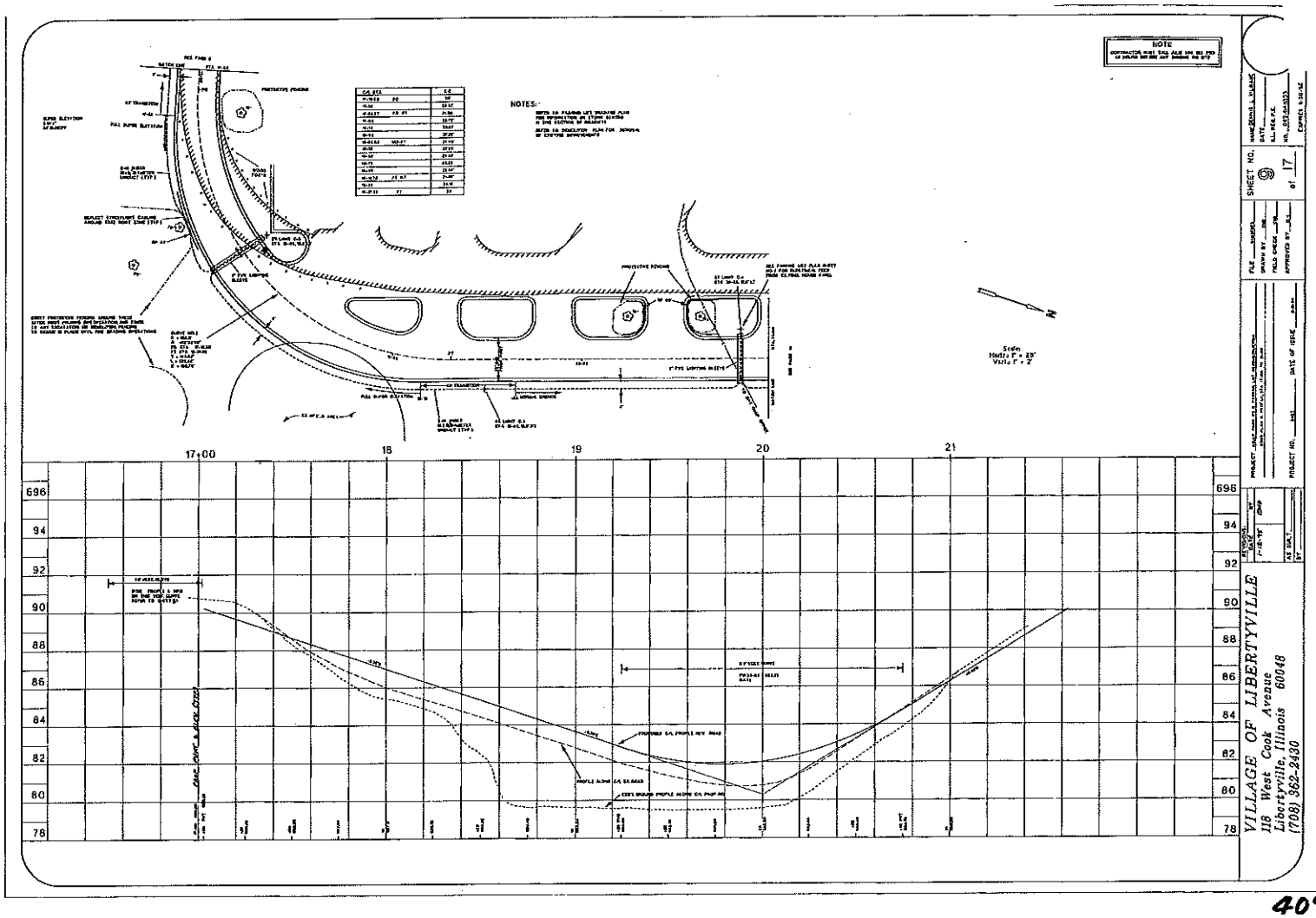
DATE OF ISSUE [illegible]

PROJECT [illegible]

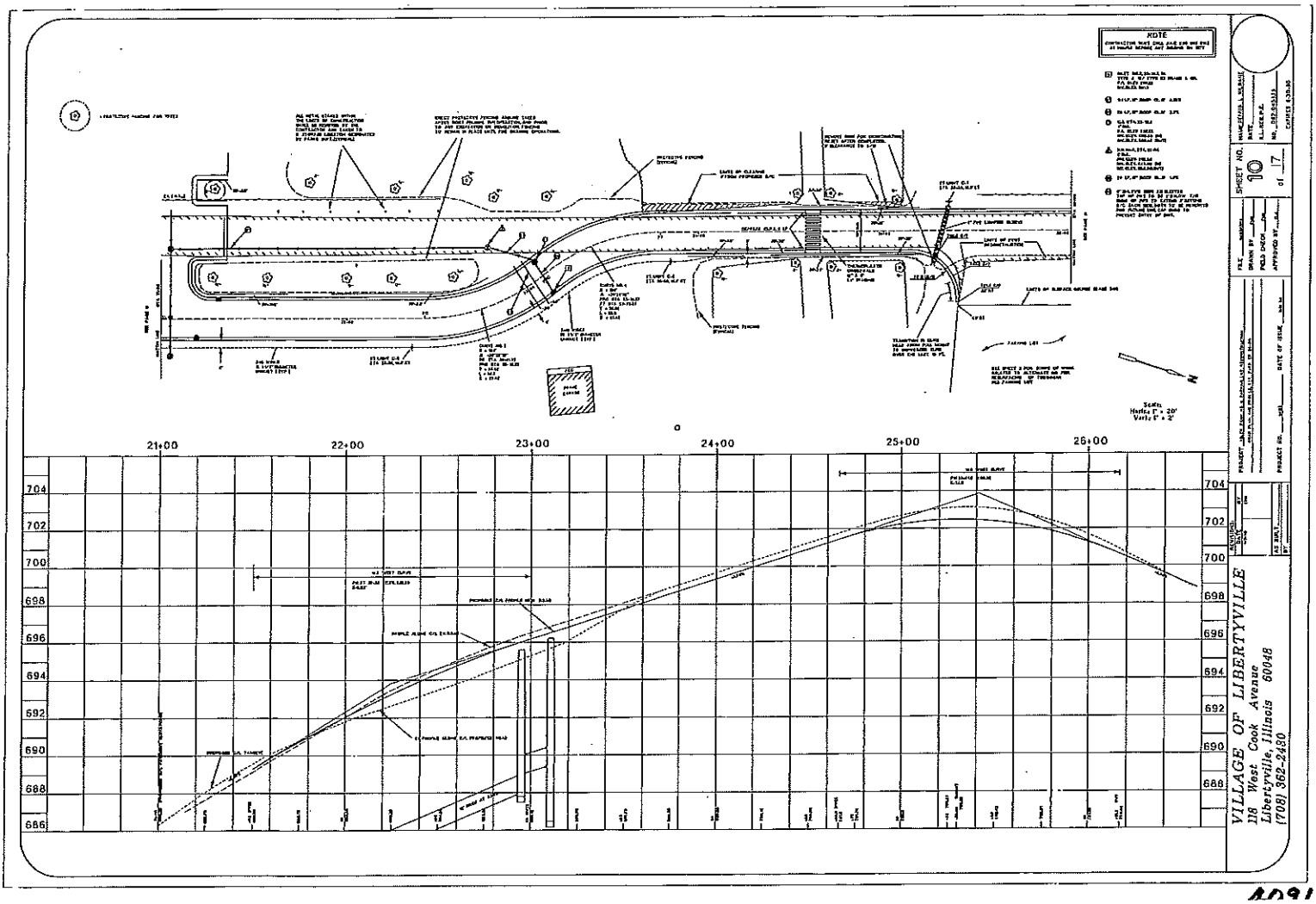
FILE [illegible] DRAWN BY [illegible] FIELD CHECK [illegible] APPROVED BY [illegible]

ILLINOIS S.P.E.LAND
DATE
ILL.REG.P.E.
NO. [illegible]
EXPIRES 6-30-93

ADEL


NOTE
NOTES:-
Scale
Horiz. 1" = 20'
Vert. 1" = 2'
17+00
18
19
20
21
696
94
92
90
88
86
84
82
80
78
VILLAGE OF LIBERTYVILLE
118 West Cook Avenue
Libertyville, Illinois 60048
(708) 362-2430
SHEET NO. 9
of 17

409


NOTE
21+00
22+00
23+00
24+00
25+00
26+00
704
702
700
698
696
694
692
690
688
686
SHEET NO. 10 of 17
VILLAGE OF LIBERTYVILLE
118 West Cook Avenue
Libertyville, Illinois 60048
(708) 362-2430

A091

Memorandum

To: Members of the Parks and Recreation Committee

From: Connie Kowal, Director of Recreation and Sports Complex

Date: January 27, 2016

Subject: Adler Summer Day Camp Report

Attached is a summary of Adler Summer Day Camp operations from 2015 and a preview to 2016. Recreation Manager Julie Ludwig will be in attendance at Tuesday's meeting to review details with the Committee.

Adler Summer Day Camp Report 2015

- Adler Summer Day Camp is a Libertyville tradition for youth entering Kindergarten to Seventh Grade. The Campers experience daily outdoor games and sports, Arts and Crafts, special guests, field trips and visits to the Adler Pool to cool off.

- Adler Day Camp had another great summer with a total of 2,346 campers. 1,632 of the 2015 campers were Libertyville Residents. With 374 families served on 2015, up from 272 families from 2014.

- This summer there were 10 separate 1 week sessions of full day camp. For the convenience of parents, we also offered a half day camp option, geared for District 70 Summer School campers. This year again, summer school was 4 days a week for 5 weeks. Busses are provided as an option to transport campers from school to camp for a weekly cost.

- Kindergarten Camp keeps growing (for 5 year olds that will be entering Kindergarten in the fall). It is the 8th year for this program. This program includes swim lessons as a part of their daily schedule. For a program I added 8 years ago it has grown tremendously every year. This summer we averaged 19 campers per week, for a total of 191 kindergarten campers.

- For the safety of campers at Adler Pool we implemented a Swimming Information Sheet that parents must fill out before their child is allowed to go to the pool during Day Camp Swim or After Camp Swim. This year the Pool offered a different swim time for Day Camp and it worked out very well. Camp was able to swim from 10:30 to 11:15 am on Monday, Wednesday and Thursdays.

- This year staff retention was average with 18 out of 35 counselors (51%) returning. 17 of the 35 staff were new faces to camp this brought a new ideas and games, new excitement and new energy to this year.

- Staffing – 1 - Director, 1 - Assistant Director, 2 –Lead Counselor, 32 – Counselor. This year the Camp Director, Mark Stave and Assistant Director, Jen Gibori and the Lead Counselor, Gina Leone and Michelle Zietlow.

- Parent communication this summer was greatly improved. Ms. Jen took lots of pictures each week and put together a great weekly Newsletter that we handed out, put on the website and emailed to all the parents. Every Friday after registration closed for the upcoming new week of camp, I emailed all the families welcoming them and what was happening during the week. We received good feedback from the parents.

- Creation of an End of Summer Video that is posted on the Village website, with a link on the Adler Day Camp webpage.

- Day Camp Staff Training - 4 nights of Staff training that covered; Day Camp Staff Training Manual and team building activities. Safety sessions for CPR/AED and First Aid Training were completed with the Pool Staff and Sports Complex Staff.

- There was good attendance at the Parent Orientation on Thursday, May 27th. The parents received information including the Parent Handbook, Camp Calendar, received Bus Passes for Summer School. Parents had the opportunity to ask questions and meet the staff.

- Field trips were held mainly on site this year featuring special shows, except for the annual Wheeling Water Park Trip. Session 1–Ben's Bubble Show, Session 2 – Monkey's and More, Session 3 – Frog Lady and Session 8 – Wheeling Water Park. The campers did smaller (local) field trips in town – Lunch at McDonald's, Liberty Movie Theatre on July 22nd, Libertyville Fire Station 1, etc. (these were free or the campers paid a small fee). There were other annual special events World Cup Week, Adler Idol and the Adler Dance Party.

- Staff set a new pay structure for Counselors; first year - $8.25, second year - $8.42, third year - $8.59, fourth year - $8.76, Lead Counselor - $10.00, Assistant Director - $11 - $13, Director - $12 - $15.

- To manage expenses this summer, Staff watched enrollment carefully to adjust staff schedules.

Adler Summer Day Camp Enhancements 2016

- Hiring of staff for the 2016 Day Camp Season will begin February 2016. Have retained our core leadership staff Mark Stave and Jen Gibori.

- Revise the Staff Training Manual and training curriculum to incorporate basic games, team building activities, bullying training, more focus on behavioral issues

- Camps Daily and Weekly Activities (with input from staff and surveys)
  - Put more emphasis on the structure of each group's daily activities – have the counselors follow their weekly plans more closely.
  - Refine the onsite field trips and off-site field trips
  - Put more emphasis on the weekly themes and special activities.

- Continue to work the Gina Brown and aquatic staff on a pool schedule for Kindergarten swim lessons, day camp swim, after camp swim and camper safety at Adler Pool

- Greater use of the Village website and email to enhance information to parents. All the newsletters, calendars, registration forms, etc. will be on the Village website. We will direct the parents to the website for up to date information. Prior to camp, flyers will be distributed in District 70 Virtual Backpacks. Advance e-mails from database to gain early awareness of 2015 Summer Camp information.

- "Spread the Word" to encourage friend to friend, family to family registration awareness.

ADLER DAY CAMP FINANCIAL REPORT

REVENUE	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	ACTUAL 2014	ACTUAL 2015
RESIDENT FEES	$138,608.50	$140,713.00	$154,831.80	$151,171.10	$154,121.81	$ 225,018.50
NON-RESIDENT FEES	$100,458.00	$110,523.50	$121,258.10	$126,118.60	$100,007.80	$ 124,659.10
SNACK SHACK	$4,167.75	$4,557.00	$5,007.25	$2,736.24	$ -	$ -
Bussing for SS to SC			$760.00	$450.00	$415.00	$ 350.00
SPONSORSHIP						
TOTAL	**$243,234.25**	**$255,793.50**	**$281,857.15**	**$280,475.94**	**$254,544.61**	**$ 350,027.60**

EXPENSES	ACTUAL 2010	ACTUAL 2011	ACTUAL 2012	ACTUAL 2013	ACTUAL 2014	ACTUAL 2015
SALARIES	$78,758.45	$80,844.83	$87,353.81	$77,952.94	$ 87,705.69	$ 107,918.06
BONUSES	$0.00	$0.00	$0.00	$0.00	$ -	$ -
SNACK SHACK	$2,123.79	$1,936.67	$2,373.34	$1,640.20	$ -	$ -
BUSSING	$3,167.68	$3,333.35	$1,486.80	$1,514.51	$ 1,283.96	$ 1,545.24
SUMMER SCHOOL BUSSING	$3,220.00	$2,739.80	$2,849.24	$3,074.00	$ 1,332.63	$ 2,718.64
FIELD TRIPS	$3,195.00	$2,876.25	$3,396.25	$3,107.00	$ 3,693.25	$ 6,690.00
SUPPLIES	$4,723.02	$3,730.07	$5,580.78	$4,701.46	$ 6,518.20	$ 8,623.65
CAMP SHIRTS	$515.47	$501.00	$2,680.20	$1,341.35	$ 4,051.20	$ 2,729.55
Weekly Newsletters					$ 970.00	$ 1,070.00
Swim Lessons	$4,365.00	$4,009.00	$4,735.00	$3,675.00	$ 3,525.00	
TOTAL	**$100,068.41**	**$99,970.97**	**$110,455.42**	**$97,006.46**	**$109,079.93**	**$ 131,295.14**

PROFIT / LOSS	**$143,165.84**	**$155,822.53**	**$171,401.73**	**$183,469.48**	**$145,464.68**	**$ 218,732.46**
Profit %	59%	61%	61%	65%	57%	62%

Memorandum

To: Members of the Parks and Recreation Committee

From: Connie Kowal, Director of Recreation and Sports Complex

Date: January 27, 2016

Subject: Libertyville Senior Center

On December 9, 2015, Libertyville residents Joyce Quilty and Norma Kick met with Mayor Terry Weppler, Village Administrator Kevin Bowens, Recreation & Sports Complex Director Connie Kowal and Recreation Manager Julie Ludwig to discuss various topics pertaining to the Libertyville Senior Center. It was recommended that they submit specific information for the Committee to review and discuss at an upcoming meeting. The attached correspondence was sent to Mayor Weppler and all Committee members.

cc: Connie,
For the 2/2/16 Parks + Rec
Committee Agenda, +
Budget meetings.
Kevin

Dear Mayor Weppler & Parks Committee,

I am requesting more financial support for our Libertyville Senior Center. Other Senior Centers have copied Libertyville's ideas and programs and have moved forward but I feel Libertyville is not moving forward. Libertyville Township donates about $15,000 to the Libertyville Senior Council which in turn is used to subsidize trips, events and programs at the Senior Center. The director of the Center also gets sponsorships for events. The Civic Center staff helps by cleaning up, setting up for the Senior Center.

I understand that all the money coming into the Senior Center goes into the Village general fund. Would it be better for there to be a separate accounting for the Senior Center donations, sponsorships etc.?

Libertyville has one part time employee who is the Director to run the Senior Center and should have at least two more part time employees. Our neighboring Centers have between one and three full time and between one and six part time employees. We have as many if not more activities as they have and we're doing it with only one staff person! I think the Director and the Seniors deserve better. Enclosed is a comparison copy of information from neighboring Senior Centers.

Our Senior Center is an open welcoming center and therefore the Director can't leave. She is required to punch out for lunch but can't leave the building. There is no time to go out into the community for sponsorships and even though the Senior Council will subsidize trips she can't sponsor them because she can't leave the office. Because she can't handle everything some programing has been cut back and other things eliminated. There is no coffee service for drop ins which creates a welcoming presence along with having cookies etc. available which often are donated. There is no free bread available which is another way to bring people into the Center. There just isn't time for simple things like cleaning out the storage room. Many days she continues working after punching out and sometimes as late as 5PM.

With the help from two other part time people she could accomplish all these things plus more and our Senior Center would be a place that you, the board and all Libertyville citizens would acknowledge with pride.

Sincerely,

Joyce Quilty

Joyce Quilty

Enclosure

ELA TOWNSHIP – LAKE ZURICH

Funded by Township

2 full and 5 part time

20 volunteers and 1 receptionist

4-5 programs a day

Meals – 3 days a week $4

Parties – at least 1 a month

MUNDELEIN SENIOR CENTER

Funded by Park District

1 full and 1 part time

2-3 volunteers for bingo

2-4 programs a day

no meals

no parties

ANTIOCH

Funded by the Village

1 full and 1 part time

5 volunteers

3 programs a day

Meals – 3 a week $4

Parties – 1 month

DEERFIELD – PATTY TURNER CENTER

Funded by the Park District

3 full and 6 part time

volunteers only for special events

7 programs a day

no meals

Parties – 1 month

HIGHLAND PARK

Funded by the Village

3 full time and hiring on more

10 volunteers

5-6 programs a day

No meals

1 party a month

LIBERTYVILLE

Funded by the Village

1 part time

15 volunteers

4-5 programs a day

3 meals a week $5

2-3 parties or events

Kevin Bowens

From: Julie Ludwig
Sent: Monday, December 14, 2015 4:50 PM
To: Bill Westerman; Kevin Bowens
Subject: Senior Center Events 2016

Bill and Kevin,

I have a doctor's appointment at 9:20 tomorrow morning so I will be late or not sure I will make it to the 10 am parking meeting.

But I wanted to share with you the upcoming events for the Senior Center with you. There will be a few more added but do not have the dates at this time.

There are usually 40 to 60 people at the event. If the event exceeds that I put that number in (_) behind the event.

I have been really thinking about this and I have not come up with a solution.
With the events we need a kitchen because we serve meals (don't have that any another facility)
A shuttle may work but it would need to be handicap accessible (ADA) (because some have walkers)
I don't think the shuttle is the best solution but it could be.

I will be able to get the word out to the Seniors through the Monthly Update that is published and flyers.

Below are the weekly happenings for the Senior Center:

MONDAYS
Exercise ● Sit and Be Fit ● Wii Bowling
Homeless Mat Making ● Libertyville Diner
● Birthday Bash (2nd Mon)

TUESDAYS
Exercise ● Bridge ● Massage (Twice a Month)

WEDNESDAYS
Exercise ● Dominoes ● Poker (1st & 3rd)
Wood Carving ● Line Dancing ● Libertyville Diner

THURSDAYS
Exercise ● Wii Bowling
● Canasta (1st, 3rd) ●
Scholl's Community Outreach Foot Care Clinic

FRIDAYS
Exercise ● Libertyville Diner

<u>Libertyville Senior Center Events 2016</u>

Exercise EVERY Monday – Friday mornings 9:00-9:45 am (15-20)
Bridge EVERY Tuesday at 12:00 (Noon) (20-30)
Line Dancing EVERY Wednesday afternoon 1:00- 2:30 (15-25)

There are a few other events that will take place but we do not have them scheduled yet.

January 11 – Birthday Bash
January 22 – Hawaiian Luau

February 9 – Mardi Gras Bingo (100)
February 15 – Birthday Bash/Valentine's Day

March 3 & 4 – AARP Smart Driving Course (20)
March 7 – Birthday Bash
March 16 – St. Patrick's Day Party

April 11 – Birthday Bash
April 22 – Spring Fling Dance

May 9 – Birthday Bash
May 25 – Flower Show

June 13 – Birthday Bash

July 11 – Birthday Bash

August 8 – Birthday Bash
August 19 – Western BBQ

September 12 – Birthday Bash
September (TBD) – Beyond the Best Seller Lunch and Program (80)
September 23 – September Fest

October 10 – Birthday Bash
October 31 – Halloween Fest

November 11 – Veteran's Day
November 14 – Birthday Bash
November 21 – Thanksgiving Party

December 12 – Birthday Bash
December 19 – Christmas Party

Julie Ludwig
Recreation Manager
Village of Libertyville
847-247-7651

Memorandum

To: Members of the Parks and Recreation Committee

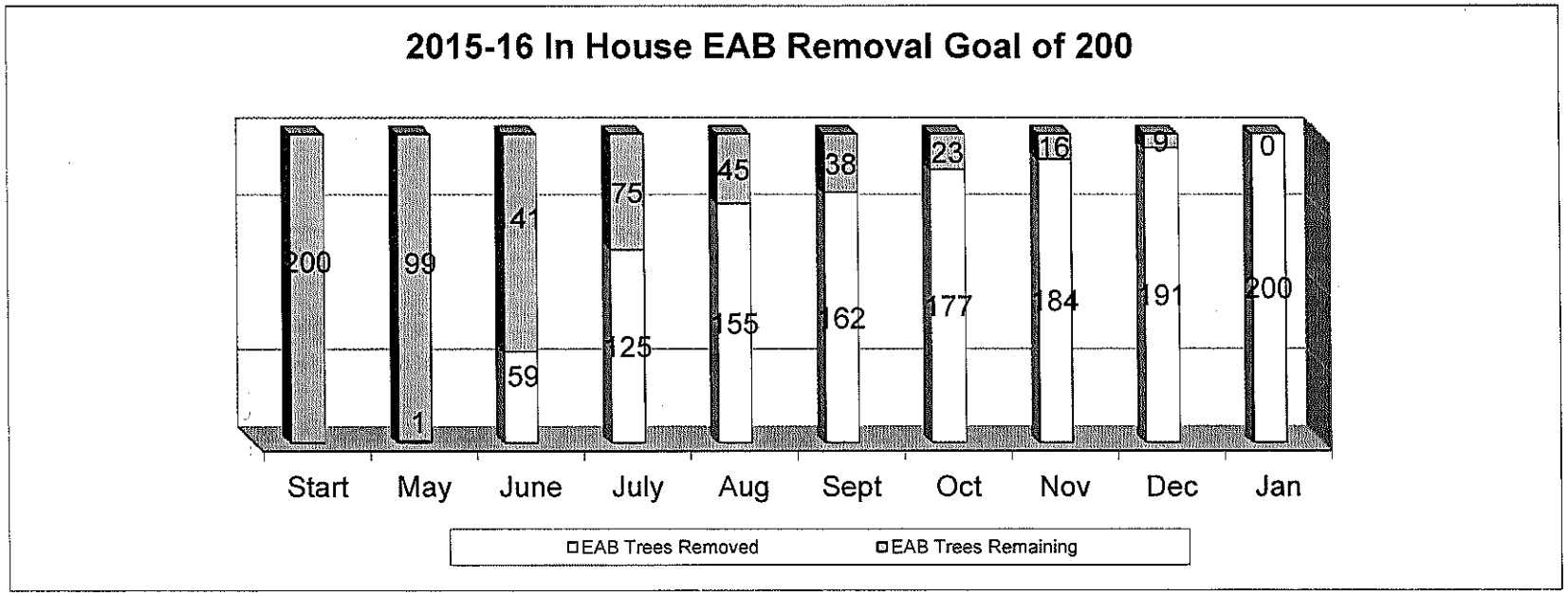
From: Connie Kowal, Director of Recreation and Sports Complex

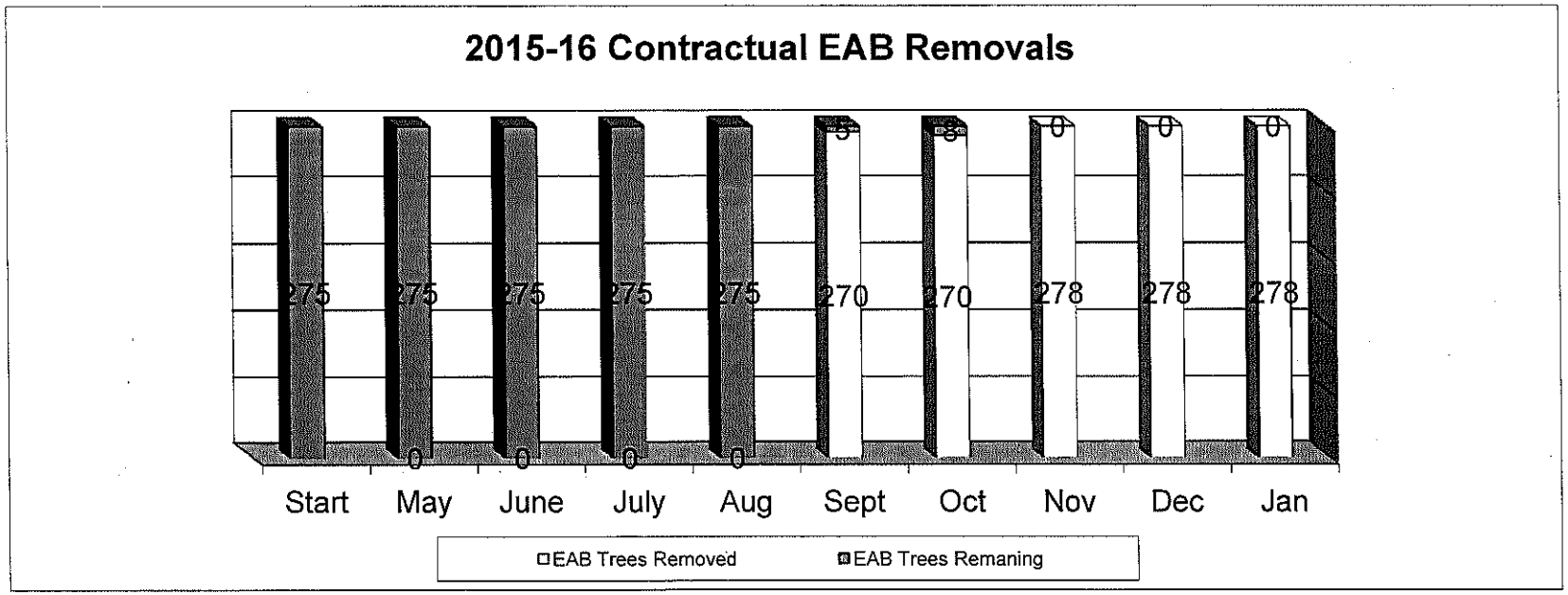
Date: January 27, 2016

Subject: Other Updates/Follow-up

A) Golf Course Updates
Court proceedings at Lake County Circuit Court with BCS Golf, scheduled for January 6, 2016, were postponed and rescheduled for February 25, 2016. Director Kowal talked with a golf course management company regarding the Libertyville Golf Course and will brief the Committee on those discussions.

B) Eagle Scout Project Presentation Update (Verbal)
C) EAB Progress Update and Tree Removal (Attached)
D) Libertyville Recreation and Sports Complex Events Schedule (Attached)
E) Recreation and Sports Complex Marketing & Publicity (Attached)
F) Calendar Note – No Committee Meeting in March; Next Meeting Tues. April 5
G) Other


2015-16 In House EAB Removal Goal of 200
200
99
1
41
59
75
125
45
155
38
162
23
177
16
184
9
191
0
200
Start
May
June
July
Aug
Sept
Oct
Nov
Dec
Jan
EAB Trees Removed
EAB Trees Remaining


2015-16 Contractual EAB Removals
275
275
0
275
0
275
0
275
0
5
270
3
270
0
278
0
278
0
278
Start
May
June
July
Aug
Sept
Oct
Nov
Dec
Jan
EAB Trees Removed
EAB Trees Remaning

Libertyville Recreation & Sports Complex Department Events- Jan & Feb 2016 Events

Libertyville Sports Complex

Youth Soccer Leagues Begin	January 2
Hoops for the Game Basketball Tournament	January 2/3
6th Annual Free Throw Challenge Begins	January 4
Indoor Winter Programs resume	Week of January 4
GLSA Training	
Lakeshore Lacrosse	
Windy City Field Hockey	
Winter Indoor Training Programs	
House League Basketball Practices	
Pintsize Sports	
Climbing Mountain Classes	
Fitness Seniorcize	
H2O Fitness (Hampton Inn Pool)	
Taekwondo Classes Begin	January 5
Sabre Fencing Class Begins	January 7
Fitness Foam Roller Workout	January 8
Play Hard Hoops BB tournament	January 8-10
LSC-Rec Youth League Basketball games start	January 9
Northwest Youth Basketball Tournament	January 16-17
Windy City Field Hockey National Tournament	January 23-24
LSC-Rec Double Dribbler Youth Basketball Starts	January 23
Adult Basketball League starts	January 24
Kessel Youth Basketball Tournament	January 30/31
Referee Clinics	Feb 6,7 & 26/27
Hoops For The Game Basketball Tournament	Feb 6
Mitzvah – Buffalo Grove family	Feb 7
Hoops For The Game Basketball Tournament	Feb 13/14
Kessel Youth Basketball Tournament	Feb 20/21
Kessel Basketball Training Spring AAU tryouts	Feb 28, March 6, March 13
Hoops For The Game Basketball Tournament	Feb 27/28

Recreation

Karate Classes Begin	Week of January 2
Tennis Classes Begin	Week of January 2
Preschool Enrichment Classes Begin	Week of January 4
American Red Cross Babysitting Class	January 9
Winter Youth Dance Classes Begin	January 11
Music in the Box Classes Begin	Week of January 11
Gymnastics Begin	Week of January 18
Adult Dance Classes Begin	January 15 and January 20
Magic Class	January 22
Daddy Daughter Dance	February 12

Senior Center

Re-opens after holiday break	January 4
No lunch served	January 4 & 6
Birthday Bash	January 11
Line Dancing	January 13

Hawaiian Luau	January 22
Massage	February 2
Mardi Gras BINGO	February 9
Wii Bowling	February 11
Birthday Bash/ Valentine's Day Party	February 15
Massage	February 16
Line Dancing	February 24