

**VILLAGE OF LIBERTYVILLE  
BOARD OF TRUSTEES  
BICYCLE ADVISORY COMMISSION**

Tuesday, April 12, 2016  
6:00 p.m.  
Village Hall

Agenda

1. Called to Order
2. Minutes of the Tuesday, February 23, 2016 Bicycle Advisory Commission
3. Community Bike Ride
4. Share the Road Signs
5. North Shore Bike Path Paving
6. Other

**VILLAGE OF LIBERTYVILLE  
BOARD OF TRUSTEES  
BICYCLE ADVISORY COMMISSION**

Tuesday, February 23, 2016  
6:00 p.m.  
Village Hall

Minutes

Present: Trustee Donna Johnson, Trustee Pete Garrity, Commissioner Ken Glick, Commissioner Glenn Schmitt, Commissioner Steve Feldman, Police Chief Clint Herdegen, Public Works Director Paul Kendzior, Assistant to the Director Laura Ditanto  
Absent: Commissioner Dave Sallmann, Village Administrator Kevin Bowens

Call to Order at 6:00 pm

1. Minutes of the Tuesday, January 26, 2016 Bicycle Advisory Commission

The minutes were approved as written.

2. Community Bike Ride

- The Commission met to discuss the Community Bike Ride (“ride”) planned for June 4, 2016. The ride will start at Adler Park at 9:00 am.
- Commissioners Glick and Schmitt will check with the local bicycle shops to see what resources the shops can provide for the event.
- Chief Herdegen stated that he will request two bike officers attend the event.
- Ditanto will check with IRMA for a template for the Hold Harmless form for participants. The Commission would like the form to have a check box which requires participants to wear a bike helmet.
- Staff will check if the Lake County Forest Preserve District will waive the Special Use permit fee.
- Staff will produce two flyers, one as a Save the Date to send in April and another to send in May with all the details of the event. Staff can send the flyers to Commissioner Feldman to send out to parents of District 70 students once approved by the Superintendent.

3. Share the Road Signs

Director Kendzior reported to the Commission that 24 x 24 Share the Road signs are \$70.00 for each sign and the Chevron stencil is \$183.00. Staff will confirm what is left in the Sign Maintenance budget for Bicycle signs.

4. Bike to Work Week Proclamation

Chief Herdegen has completed the proclamation and it has been given to the Village Administrator. The proclamation will be given at the May 10, 2016 Board meeting to the Bicycle Commission.

The meeting adjourned at 6:40 pm. Next Meeting: April 12, 2016 at 6:00 pm.

Respectfully Submitted:

Laura Ditanto,  
Assistant to the Director of Public Works

## Memorandum

To: Bicycle Commission  
From: Public Works Staff  
Date: April 5, 2016  
Re: Staff Report

1. Community Bike Ride
  - The small pavilion has been reserved with Recreation Department.
  - The Hold Harmless agreement has been taken from IRMA, the Village's risk management provider.
  - A draft flyer has been produced and is attached.
  - The members will give an update on the involvement of the local businesses in the event.
  - The Fire Chief will be in attendance to discuss event involvement from the Fire Department.
  
2. Share the Road Signs

The sign blanks were ordered. Staff will order the chevrons and paint when the weather improves.
  
3. North Shore Bike Path Paving

A letter is attached from the County explaining the process to pave the path.

**WAIVER OF LIABILITY  
HOLD HARMLESS AGREEMENT  
ADULT AND/OR MINOR**

Village of Libertyville Community Bike Ride

Location: Adler Park  
Date: June 4, 2016  
Time: 9:00 am

DRAFT

Please read this form carefully and be aware in signing up and registering yourself and/or your minor child/ward for participation in the above described Activity and any activities associated therewith you will be waiving your rights to all claims for injuries you might sustain arising out of this Activity; and you will be indemnifying, holding harmless and defending the Village of Libertyville for any claims arising out of the participation of your minor child in the Activity.

In consideration of myself and/or my minor child/ward under 18 years of age being allowed to participate in the Activity, I recognize and acknowledge that there are certain risks of physical injury associated with the Activity. I agree to assume the full risk of injuries that I or my minor child/ward may sustain, as a result of participating in the Activity and all activities connected or associated therewith. **I agree to indemnify, hold harmless and defend the Village of Libertyville for any and all claims injuries, damage or loss on behalf of myself and/or my minor child/ward may have against the Village of Libertyville as a result of my participation and/or my minor child/ward's participation in the Activity.**

The invalidity or unenforceability of any of the provisions hereof shall not affect the validity or enforceability of the remainder of this Agreement.

I have read and fully understand the above Waiver and Release of all claims.

**MINOR (Under 18)**

\_\_\_\_\_  
Name(s) of Minor

\_\_\_\_\_  
Printed Name of Parent/Legal Guardian

\_\_\_\_\_  
Signature of Parent/Legal Guardian

\_\_\_\_\_  
Date

**ADULT (Over 18)**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Nothing set forth in this Agreement shall be deemed a waiver by the Village/City of any defenses or immunities relating to any person or entity or their property, that are or would be otherwise available to the Village/City or its Representatives under the provisions of the Illinois Local Government and Governmental Employees Tort Immunity Act, or that are otherwise available to local governments and their corporate authorities, officers, employees, agents and volunteers under the common law of the State of Illinois or the United States of America.

DRAFT

Sponsored by the Village of  
Libertyville Bicycle Commission with  
support from .....

Date: Saturday, June 4, 2016

Time: 9:00 am - 11:00 am

The Libertyville Bicycle Commission invites residents to participate in a Community Bike Ride by starting on the Adler Park Trail which connects to the Des Plaines River Trail. Heading to the north, the Des Plaines River Trail connects to Independence Grove Forest Preserve under Route 137.

# Community Bike Ride

Riders can meet at the small pavilion at Adler Park on June 4, 2016 from 9:00 am to 11:00 am to sign up.

All riders will be required to sign a Hold Harmless release form. All riders are strongly encouraged to wear a bicycle helmet.





Division of Transportation

Paula J. Trigg, P.E.  
Director of Transportation/County Engineer

600 West Winchester Road  
Libertyville, Illinois 60048-1381  
Phone 847 377 7400  
Fax 847 984 5888

**North Shore Bike Path Paving  
(Brice Avenue to IL Route 43)  
County Section No.: 15-00999-19-BT**

March 21, 2016

Paul K. Kendzior  
Director of Public Works & Engineering  
Village of Libertyville  
200 E. Cook Avenue  
Libertyville, IL 60048

Dear Paul K. Kendzior:

The Lake County Division of Transportation (LCDOT) has developed plans to pave the existing North Shore Bike Path (NSBP) from Brice Avenue (west of Carmel High School in the Village of Mundelein) to IL Route 43. The majority of the NSBP within these limits is currently an aggregate surface approximately 10 feet wide, with some scattered sections of existing asphalt pavement, running within former railroad right of way immediately south of IL Route 176.

The proposed project consists of overlaying the existing path with hot-mix asphalt, then providing a topsoil wedge, seeding, and erosion control blanket on either side of the new surface to match into existing ground elevations.

The project will be constructed in-house utilizing County day labor forces. Crews will close each section of the path as they are working on it for the day and direct users around. Construction is anticipated to begin in late June or early July, to be completed this summer. You will be invited to attend the preconstruction conference that will occur later this spring/summer.

Please contact Ben Russo (LCDOT Project Engineer) at (847) 377-7400 if you have any questions, comments, or concerns regarding this improvement.

Very truly yours,

Michael Zemaitis, P.E.  
Engineer of Design

cc: Kevin Kerrigan, LCDOT Maintenance  
Joe Munno, LCDOT Construction  
Ben Russo, LCDOT Design