

**VILLAGE OF LIBERTYVILLE**  
**Meeting Minutes of the Parks and Recreation Committee**  
**Libertyville Sports Complex**  
**Tuesday, June 7, 2016**

Chairman Todd Gaines called the meeting to order at 6:04 p.m. on Tuesday, June 7, 2016. Parks and Recreation Committee members in attendance included Chairman Todd Gaines, Trustees Pete Garrity. Recreation and Sports Complex staff included Director of Recreation and Sports Complex Connie Kowal, Recreation Manager Julie Ludwig, Preschool Director Julie Herchenbach and Administrative Secretary Julie Fanning. Also in attendance included Mayor Terry Weppler, Village Administrator Kevin Bowens, Deputy Village Administrator Kelly Amidei, Director of Finance Patrice Sutton and Superintendent of Parks, Forestry and Grounds Jim Barlow. Trustee Rich Moras was absent from the meeting.

**1) Minutes of the Parks and Recreation Committee**

Chairman Todd Gaines motioned to approve the Tuesday, May 3, 2016 meeting minutes. Trustee Pete Garrity seconded. Minutes approved.

**2) Dog Days of Summer**

Event promoter Bill Kaiser was present to update the Committee on the Dog Days of Summer Event. Mr. Kaiser briefed the Committee on the event logistics starting Tuesday, July 5<sup>th</sup> place the no parking signage, Wednesday, July 6<sup>th</sup> fill the pool and place barricades at Brainerd, Thursday, July 7<sup>th</sup> all setup complete and Friday, July 8<sup>th</sup> place no parking signage from Church to Milwaukee Avenue, Saturday, July 9<sup>th</sup> blocking all festival roadways for the event. Mayor Weppler added that the vendors have to be pushed back to the curb so emergency response vehicles can access the area. It was also noted that garbage pickup will be first thing Saturday morning. Mr. Kaiser did note that he is working with a group to possibly take over the event. Chairman Gaines thanked Mr. Kaiser for his efforts.

**3) Hockey Rink Relocation Update**

Village Engineer Fred Chung explained that Adler Park is a feasible location for the hockey rink but the topographical survey indicated that there would have to be five feet of soil to make the area level, therefore the south end will have a four foot retaining wall and the top of the boards will be a grade which is an 8 foot plus drop area. The original request was for three drawings from Gewalt Hamilton for the July meeting that would include 1) former Bolander hockey rink specifications, 2) hockey rink with structural footings and supports, 3) hockey rink with a roof structure.

But as discussion continued by the Committee and Staff, it was decided that due to the overall elevation concern of the hockey rink, the impact of the recreation activities, rentals and school usage of the park, the Committee directed staff for the July meeting to complete 1) basic drawings of the hockey rink at Adler Park including the retaining wall and any examples of other current hockey rinks that were constructed in the same design with an elevation/retaining wall, 2) if the green space west of the Libertyville Sports Complex softball field be used as a potential site for the hockey rink, what parking would be needed to make the Sports Complex whole for overflow parking, 3) sending a letter to the County to discuss the possibility of utilizing County land for a possible hockey rink location.

#### **4) Libertyville Senior Center Update**

Director Kowal briefed the Committee on the changes to the Libertyville Senior Center Hours including extended business operational hours, extended lending closet hours and the hiring of a part-time staffer. Staff did post a request for volunteers in the summer Village Views and will be posting the part time staff position. Mayor Weppler noted that many community organizations volunteer numbers have declined.

#### **5) Other Updates**

##### **A) Butler Lake Sunken Garden Tribute Dedication**

Staff will prepare a plaque design template to be reviewed by the Committee and Staff at the July meeting.

##### **B) EAB Progress Update**

Superintendent Barlow noted that the contractor has until the end of August to complete the tree removal tasks. Letters were mailed to approximately 500 residents regarding the trees.

##### **C) Tree Planting Project Update**

Superintendent Barlow briefed the Committee that the tree planting renewal contract was extended for an additional year at the same pricing contingent to final Board approval.

##### **D) Libertyville Recreation and Sport Complex Event Schedule**

Director Kowal summarized the upcoming schedule of events for the Recreation and Sports Complex Department.

##### **E) Recreation & Sports Complex Marketing & Publicity**

Director Kowal highlighted the various marketing and publicity efforts for the department.

A motion to adjourn by Chairman Todd Gaines and seconded by Trustee Pete Garrity.  
Meeting adjourned at 8:10 pm.

Respectfully submitted,



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