

**VILLAGE OF LIBERTYVILLE**  
**Meeting Minutes of the Parks and Recreation Committee**  
**Libertyville Sports Complex**  
**Tuesday, September 6, 2016**

Chairman Todd Gaines called the meeting to order at 6:00 p.m. on Tuesday, September 6, 2016. Parks and Recreation Committee members in attendance included Chairman Todd Gaines, Trustees Pete Garrity and Rich Moras. Recreation and Sports Complex staff included Director of Recreation and Sports Complex Connie Kowal and Recreation Manager Julie Ludwig. Also in attendance included Mayor Terry Wepler, Village Administrator Kevin Bowens and Superintendent of Parks, Forestry and Grounds Jim Barlow and Village Engineer Fred Chung.

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

Chairman Todd Gaines motioned to approve the Tuesday, August 2, 2016 meeting minutes. Trustee Rich Moras seconded. Minutes approved.

**2) Hockey Rink Relocation Update**

Village Engineer Fred Chung explained that the potential Sports Complex hockey rink location is at good grade and would support construction. They would have to strip the top soil to get to the correct grade with the addition of specific drainage. Staff reviewed the Gewalt Hamilton cost estimates. The construction will most likely be deferred until 2017.

**3) Libertyville Senior Center Update**

Director Kowal stated that a candidate was selected for the position for the Senior Center position. Mayor Wepler thanked the residents for their feedback and continued support.

**4) Cook Park Buy a Brick**

Director Kowal noted that the Cook Park Buy a Brick program has opened. Administrator Bowens noted that orders have been received and the closing date is October 7<sup>th</sup>. Mayor Wepler suggested that there be another Buy a Brick sale in the spring. It is advertised in the Village views, Village website and potentially in Village water bills.

**5) Eagle Scout Butler Lake Park Sign Project**

Director Kowal noted that the project is completed and there was publicity in the paper. Director Kowal thanked Superintendent Barlow for his participation.

**6) SWALCO Re-use-a-Shoe**

The Libertyville Sports Complex recycled 600 pairs of shoes to SWALCO and received a certificate of recognition for the continued efforts.

**7) Founders 55 Presentation-Charters of Freedom Project**

Jay Cash of Sign-o-Rama and Bill Kaiser of Lee Donuts were present to discuss Founders 55-Charters of Freedom Monument for Sunrise Rotary Park. The educational Monument is a community driven project with no tax payer money used for the project. In an effort to seek donations, participants will be able to place items in a time chest to be buried and the unveiling would be done with the Mayor at a future time during Libertyville Days. Additionally, Mr. Kaiser noted that the organizers will work closely with the Library to provide educational programs. Mayor Wepler asked to confirm that Monument would be placed around the gazebo not replacing the gazebo. Trustee Moras liked the idea but suggested additional community input in the process regarding the footprint to the park and communicate the project to all community stake holders. Trustee Garrity questioned the Sunrise Rotary Park location. Mr. Kaiser explained that it is a central location for the Monument to stay in the downtown area. The original request was just to the north of the Cook Park steps but due to underground utilities may not be a good location. Trustee Moras requested additional renderings to depict the location. The cost estimate would be approximately \$75,000. The possibility of renaming Sunrise Rotary Park was discussed and Mayor Wepler noted that the Sunrise Rotary Club understood of the possibility of renaming Sunrise Rotary Park due to the expired agreement. Chairman Gaines liked the concept but based off of discussion, the location and additional project information will be needed.

## **8) Other Updates/Follow-up**

### **A. LSC Website Redesign Update**

Director Kowal informed the Committee of the web design for the department page that will be mobile friendly. Recreation Manager Ludwig noted that they are stock images currently on the draft site. The Committee noted that it is important to use stock photos due or confirm that the participant has signed the waiver. Recreation Manager Ludwig noted that class participants sign waivers.

### **B. Libertyville Golf Course Update**

Director Kowal asked for direction on the external companies that may be interested in managing the golf course. Trustee Garrity asked if there would be a fee to giving a proposal. Director Kowal noted that most likely the Village would have to pay a management fee for the company to outsource and manage the golf course. It would be a letter of proposal to request additional information not a formal bid.

### **C. Butler Lake Sunken Garden Update**

The plaque has been ordered. Construction will be determined by the water shut off for the fall season. The tribute day would be designated.

### **D. EAB Progress Update**

Staff continues to remove and monitor the EAB progress.

### **E. Libertyville Recreation and Sports Complex Events Schedule**

The Chicagoland Pet Expo will be renting the Sports Complex for September 16/17.

### **F. Recreation and Sports Complex Marketing & Publicity**

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

### **G. Other**

Joyce Quilty distributed the estimated pickup schedule for the Senior Shuttle which she obtained from Kathleen O'Connor from Libertyville Township who is involved in the pace program. With various donations, she anticipates service through April. It was noted that the Civic Center Foundation should enter into the contract. Julie Ludwig noted there are 12 spaces available at the Senior Center for patrons so the shuttle would be useful. Pace will keep track of the attendance. Mayor Wepler suggested the dial a ride program. Julie Ludwig explained that the biggest problems with dial a ride is the seniors may have to wait for a ride or they may not get to the event in time.

Trustee Garrity thanked the Parks Division for their continued efforts in the Blueberry Hill woodchips.

A motion to adjourn by Trustee Rich Moras and seconded by Trustee Pete Garrity.  
Meeting adjourned at 7:11 pm.

Respectfully submitted,



Julie Ludwig, Recreation Manager  
Recreation and Sports Complex Department  
Village of Libertyville