

Village of Libertyville
Board of Trustees
Meeting of the
Parks and Recreation Committee
118 W. Cook Avenue
Tuesday, June 4, 2013
7:00 pm
Agenda

1. Approval of Minutes from the May 7, 2013 Meeting
2. Parks Maintenance Study
3. Riverside Pool
4. Fourth of July Celebration
5. Sports Organization Lease Agreements
6. Artificial Turf Project at the Libertyville Sports Complex
7. Butler Lake Fishing Pier
8. Use of Village Property-Cook Park
9. Other Updates/Follow-up
 - A) Mundelein High School Graduation Recap (Verbal Update)
 - B) Adler Pool ADA (Verbal Update)
 - C) EAB (Verbal Update)
 - D) Summer Programs (Verbal Update)
 - E) Use of Village Property-Adler Park
 - F) Libertyville Recreation and Sports Complex Events Schedule (Attached)
 - G) Marketing and Publicity (Attached)
 - H) Other
10. Adjournment

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

VILLAGE OF LIBERTYVILLE
Meeting Minutes of the
Parks and Recreation Committee
Tuesday, May 7, 2013

Meeting called to order at 7:04 pm on Tuesday, May 7, 2013 by Chairman Drew Cullum. Those in attendance included Chairman Drew Cullum, Trustee Todd Gaines and Trustee Rich Moras. Recreation and Sports Complex staff in attendance included Director Connie Kowal, Parks Superintendent Jim Barlow and Secretary Julie Fanning. Also in attendance included Mayor Terry Wepler and Village Administrator Kevin BOWENS.

1) Minutes of the Parks and Recreation Committee

Chairman Drew Cullum moved to approve the minutes from the Tuesday, April 2, 2013 meeting, seconded by Trustee Todd Gaines. Motion approved.

2) Parks Maintenance Study

Village staff will continue to work with Clerestory on the parks inventory and bid process. The Committee requested that staff submit the parks inventory for the June meeting.

3) Artificial Turf Project at the Libertyville Sports Complex

Staff toured various facilities with indoor artificial turf and is in the process of developing a bid plan for the purchase and installation of the artificial turf.

4) Building Signage at the Libertyville Sports Complex

Director Kowal requested that the Committee review the request for temporary signage at the Golf Range. The Committee requested that the sign be sturdy to avoid any issue with moving in the wind. Director Kowal noted that he will submit the sign permit to Community Development.

5) Other

A) Adler Pool

Superintendent Barlow explained that staff will be getting the pool ready for opening the month of May. Superintendent Barlow will send a letter to the State of Illinois to confirm the compliance for ADA.

B) Swim and Golf Passes for Village Staff

The Village will offer the Swim and Golf passes to Village staff for the 2013 Summer Season.

C) Butler Lake Fishing Pier

Superintendent Barlow noted that during the spring flooding, the fishing pier broke away from the foundation. Jim will be getting various quotes for fixing or replacement of the pier.

D) EAB (Verbal Update)

Superintendent Jim Barlow noted that an outside firm will continue to stump grind the trees. Staff will continue to do inspections and removals for EAB.

E) Chicago Blackhawks Roadwatch

Director Kowal noted that the Chicago Blackhawks Roadwatch event was a success. The Chicago Blackhawks are looking forward to another event for 2014.

F) Libertyville Golf Course-Studio 59

Director Kowal noted that Studio 59 at the Libertyville Golf Course will have opening day on May 18, 2013.

G) Libertyville Recreation and Sports Complex Department

There were various examples presented to the Committee regarding the March publicity, advertising and marketing awareness pieces for the department.

H) Other

No further comments.

Motion to adjourn by Chairman Drew Cullum, seconded by Trustee Gaines. Meeting adjourned at 8:05 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Julie Fanning".

Julie F. Fanning, Secretary
Recreation and Sports Complex Department

MEMORANDUM

TO: Chairman Drew Cullum and Members of the Parks and Recreation Committee

FROM: Kevin J. Bowens, Village Administrator 

DATE: May 30, 2013

SUBJECT: Parks Maintenance Study

Village Staff met with Clerestory Consultants on May 14th to review the next steps and schedule for the Parks Maintenance Study (copy attached). Staff is in the process of completing an inventory of landscaping and maintenance for Village parks, which will be reviewed with Clerestory and completed in June. In addition, staff has scheduled conference calls and meetings with representatives from the Glenview Park District and Vernon Hills Park District to review operations and collect RFP's which they have utilized for outsourcing various operations. We will continue to keep this on the Parks and Recreation Committee agenda's for periodic updates as we work through the attached schedule.

Attendees:

- Kevin Bowens
- John Heinz
- Jim Barlow
- David Thornborough
- John Wick
- Michele Schiliro

Below are the items discussed and agreed to during the Village of Libertyville Parks Maintenance Analysis Next Steps Kickoff meeting on Tuesday, May 14, 2013.

Follow up Item	Responsible	Timeframe
✓ Kickoff meeting to discuss approach, timeline and responsibilities	- Bowens /Wick	5/14/13
✓ Gather relevant background information <ul style="list-style-type: none"> - Gather and review relevant neighboring area's RFP's <ul style="list-style-type: none"> ▪ Glenview Park District ▪ Springfield Parks ▪ Vernon Hills Park District ▪ Naperville Park District - Meet with Glenview Parks Superintendent - Meet with Vernon Hills Parks Superintendent 	- Wick - Schiliro - Heinz - Barlow	5/31/13 5/31/13 5/31/13
✓ Define Park Sheet Template for collecting key information about each park	- Barlow - Thornborough	5/31/13
✓ Review Park Sheet Template	- All	6/7/13
✓ Complete template with analysis of each park to identify:	- Barlow - Thornborough	6/28/13
✓ Meet to discuss completed Park templates <ul style="list-style-type: none"> - Begin considering recommendations regarding approach: <ul style="list-style-type: none"> o What work to be performed o Who to complete (full time, part time, contractual, etc...) o What options there are going forward 	- Bowens - Heinz - Thornborough - Wick	Between 7/8/2013 and 7/19/13

Parks Maintenance Analysis Next Steps

Follow up Item	Responsible	Timeframe
✓ Meeting to finalize recommendations regarding: <ul style="list-style-type: none"> – The appropriate level of service for each park/facility – Service level improvements needed – Approach – full-time, part-time, outsourced – Reducing costs through a mix of full time/part time staff and outsourcing – Identify outsourcing approach and details – Wording for service levels – Number, content and timing of RFPs – RFP issuance approach (selected vendors, broad) 	- Bowens - Heinz - Barlow - Thornborough - Wick	Week of 7/22/13
✓ Review findings with and present recommendations to Parks and Rec Committee and make final decision for outsourcing services at August meeting	- Bowens - Heinz - Barlow - Thornborough - Wick	8/6/13
✓ Create appropriate RFPs	- Village	August - September
✓ Review RFPs, make suggestions for improvement and possibly discuss definitions with pot	- Clerestory	August - September
✓ Issue RFPs ✓ Compile responses	- Village	September – January
✓ Review analysis of responses	- Clerestory	October – February
✓ Present recommendation to Parks and Rec Committee	- Village - Clerestory	When Appropriate

Memorandum

To: Chairman Drew Cullum and Members of the Parks and Recreation Committee

From: Connie Kowal, Director of Recreation and Sports Complex

Date: May 29, 2013

Subject: Riverside Pool

Riverside Swimming Pool will be open for the 2013 season on Saturday June 8. Our swimming programs, offerings, hours, etc. will all remain the same as in past years; however, the entry and the look to the Riverside Pool will change this year.

With the Lease Agreement the Village entered into in January 2013 with BCS Golf-Studio 59 for their management of the Libertyville Golf Course, we have made the necessary adjustments to change the entry into the pool, since the old Pro Shop office, which was used for both golfers and swimmers, will now be used exclusively by BCS Golf for their golf business.

Swimmers will now enter the pool area via a new sidewalk entrance that allows customers to enter closer to Country Club Drive. This new sidewalk will lead to an entry gate, and path of entry leading to the existing Pool Manager's Office located inside the pool deck. At the Pool Managers' office, customers will be able to scan their passes, pay for their day of swimming, or check in for special events at this new point of entry. The Pool Manager's Office will also be able to sell Concessions (soft drinks, water, snacks and candy products).

I wanted to thank several members of various Village Departments who collaborated with me to make these new and improved changes. Special mention to Pat Geske and David Fischer of the Building Department, Jim Barlow and David Thornborough and their Staff of the Parks Division, Recreation & Sports Complex staff members Gina Brown and Pam Bryant, and Village Technology Director Ed Dewey.

Memorandum

To: Chairman Drew Cullum and Members of the Parks and Recreation Committee

From: Connie Kowal, Director of Recreation and Sports Complex

Date: May 29, 2013

Subject: Fourth of July Celebration

The Annual Village of Libertyville Recreation Department 4th of July Celebration and Fireworks Show will take place on Thursday July 4 at Butler Lake Park.

The cornerstones of this event are the performance of the Libertyville Band at the Butler Lake Bandshell at 7:30pm in which people are encouraged to gather on the grounds near the Bandshell to enjoy the 4th of July selections of songs. The Fireworks Show which will commence around 9:20. The fireworks display will be produced by Mad Bomber of Elgin, Illinois.

Sponsor of this event is the Mile of Cars association of Libertyville.

Memorandum

To: Chairman Drew Cullum and Members of the Parks and Recreation Committee
From: Connie Kowal, Director of Recreation and Sports Complex
Date: May 29, 2013
Subject: Sports Organization Lease Agreements

In an effort to structure working agreements with the three (3) Sports Organizations that receive permission to use Village owned property so as to operate youth sports leagues beneficial to Libertyville youth, a formal Lease Agreement has been sent to the following organizations:

Libertyville Little League.....usage of fields at Butler Lake Park
Libertyville Boys Club Football.....usage of fields at Butler Lake Park
Libertyville Girls Softball Association....usage of fields at Nicholas-Dowden Park

See attached Lease Agreements.

Since each organization, from time to time over the years, has asked that improvements or special circumstances be granted to their organization, it has been determined that a formal, current Lease Agreement be established. The last such working agreement was with the Libertyville Community Club in 1969 and expired in 1989.

We look to follow up with each organization and discuss particulars so as to allow them to discuss and approve at one of their upcoming Board meetings.

LEASE AGREEMENT

This Lease Agreement is entered into this _____ day of _____, 2013, between the Village of Libertyville, an Illinois Municipal Corporation ("the Village") and the Libertyville Little League, an Illinois not for profit corporation (the "Sports Organization") for the purpose of setting forth the terms and conditions under which the "Sports Organization" will lease a portion of the property commonly known as Butler Lake Park for their operation of a little league baseball program for the enjoyment of Libertyville youth.

1. Purpose. The purpose of this Lease Agreement is to allow the "Sports Organization" to lease a portion of the Butler Lake Park property for use as athletic fields only, and for no other purpose without the written consent of the Village.

2. Term. This lease shall commence on day of _____, month _____ 2013 and terminate on _____ of _____, 2018.

Unless the Village shall notify the "Sports Organization" in writing, within 60 days before the expiration of the original term or any additional extended period thereafter, that the Village does not elect to extend or change this lease, then the lease agreement including all of its terms, provisions and covenants shall be automatically extended for additional five year terms.

3. Rent. The "Sports Organization" agrees to pay the Village the sum of one hundred dollars (\$100.00) each year as rent for the leased premises.

4. Non-Resident Usage Fees: The "Sports Organization" shall pay the Village, on an annual basis, a non-resident usage fee, which is the monies the "Sports Organization" derives from the additional cost charged to non-residents, above the regular residence fee, to join the "Sports Organization" for regular league play. Fees to be determined on an annual basis.

5. Utilities. The "Sports Organization" agrees to pay all utility bills charged in respect to the premises during the term or any extension of this lease. Said utilities shall include at a minimum water, sewer, electric and gas.

6. Insurance. The "Sports Organization" shall maintain adequate insurance coverage for use of said property in forms and amounts approved by the Village, and agree to name the Village of Libertyville as an additional insured under the insurance policies required pursuant to this lease.

7. Sublease. The "Sports Organization" agrees not to assign this lease, nor sublet via third party usage said leased premises for events, activities other than league purposes, or any part thereof, without the written consent of the Village.

7. Improvements. The "Sports Organization" will obtain written approval from the Village for any alterations, additions, or improvements on the property, and where required, will obtain all necessary permits from the Village and any other governmental organizations. Any improvements made to the property shall be regarded as personal property and shall become and remain the property of the Village.

8. Condition of Property. The "Sports Organization" agrees to keep the property in good condition and repair without code violations and free from any mechanics lien or other liens or claim of lien.

9. Indemnification. "The Sports Organization" agrees to, and does hereby, indemnify and save harmless the Village and all of its elected and appointed officials, officers, employees, agents, representatives and attorneys from all claims, litigation and liabilities asserted against them or any of them, and any administrative costs and attorney's fees resulting from any allegations of personal injury, death, or property damage or rising out of, or in connection with, the "Sports Organizations" activities pursuant to this lease. The rights provided to the Village under this paragraph shall survive the termination of this lease and shall not be limited by the limits of any policies of insurance required to be maintained under this lease. Sports Organization will submit annually a certificate of insurance naming the Village of Libertyville as additionally insured for \$2,000,000.

10. Hours of Operation: The "Sports Organization" shall have the right to use the property at all times other than the hours that are restricted to due to Village ordinances, or other unique or special uses of said Village property.

11. Notices. All notices and demands required to be given by either party to the other under this lease shall be in writing, and shall be mailed by certified mail, return receipt requested, and shall be addressed to such parties as follows:

If to: Village of Libertyville
118 West Cook Avenue
Libertyville, IL 60048
(Attention: Village Administrator)

If to: "Sports Organization"

This Lease has been executed on behalf of the Village pursuant to an Ordinance duly adopted by the President and Board of Trustees of the Village, at a meeting duly held on the day of, _____, month _____ 2013.

This Lease has been executed on behalf of the "Sports Organization" pursuant to

Resolution duly adopted by the Board of Directors of the "Sports Organization" at a meeting held on the day of _____, month _____, 2013.

Memorandum

To: Chairman Drew Cullum and Members of the Parks and Recreation Committee

From: Connie Kowal, Director of Recreation and Sports Complex

Date: May 29, 2013

Subject: Artificial Turf Project at the Libertyville Sports Complex

The Artificial Turf Project team has determined that the surface deemed appropriate to the needs of our Libertyville Sports Complex and our two (2) artificial turf fields. Such a surface has recently been installed at the Schaumburg Park District Indoor Sports Complex, and a similar surface installed 4 years ago at the Palatine Park District Falcon Park Indoor Facility.

The Artificial Turf Project team looks to gain approval from the Village Board to waive the formal bidding process and utilize the services of General Services Administration (GSA), a governmental purchasing authority that enables village municipalities the ability to order products and services that have been formally vetted. The Village of Libertyville has the ability to order products and services from GSA per our Village Purchasing Manual.

Two (2) companies, AstroTurf and FieldTurf, are listed as vendors in this GSA program. Both AstroTurf (Schaumburg) and FieldTurf (Palatine) are good products and will meet our needs at the Libertyville Sports Complex.

As such, gaining Village Board approval of this purchasing process at the June 11, 2013 Board meeting, will allow the Artificial Turf Project Team to proceed with the purchase of the desired artificial surface, at the lowest price, and staying within the \$170,000 approved 2013-2014 fiscal budget.

If approved, the process timetable will allow for formal documents to be submitted, presented to the Board for approval to allow the details, particulars to be finalized no later than July 15, to allow for delivery and installation sometime around Labor Day.

Memorandum

To: Chairman Drew Cullum and Members of the Parks and Recreation Committee

From: Connie Kowal, Director of Recreation and Sports Complex

Date: May 29, 2013

Subject: Butler Lake Fishing Pier

The fishing pier at Butler Lake Park was lifted from its moorings and is resting on the shore due to the flood conditions we experienced in April. Staff has obtained 3 prices to replace this pier. The pier is approximately 12 years old and has a life expectancy of 15 years and is rotted in many locations. Staff does not recommend repair at an estimated cost of \$15,000.00. The replacement prices range from \$15,000.00 for an exact wood replicate of the existing structure to \$20,000.00 for a concrete structure. We also obtained a cost to replace this pier with a floating dock system made of plastic for \$18,000.00. Staff recommends that we replace the pier with an exact duplicate using the existing moorings, benches and rails. This will enable us to replace the pier without the need to obtain permits from the County storm water agency and the Army Corps of Engineers. This also allows some savings as we will be utilizing some existing components. We can enhance the decking on the pier utilizing some of the newer plastic decking at an estimated additional 30-50% of the cost. The support structure of the pier would still be made of wood and the use of plastic decking would likely not lengthen the lifespan of the support structure. The Village has also submitted the estimated cost of \$20,000.00 for replacement of the pier with our application for potential federal reimbursement.

Memorandum

To: Chairman Drew Cullum and Members of the Parks and Recreation Committee

From: Connie Kowal, Director of Recreation and Sports Complex

Date: May 29, 2013

Subject: Use of Village Property-Cook Park

The attached request for usage of Cook Park recently came to the attention of Heather Rowe of the Village's Community Development department. In discussions with Kevin Bowens, Village Administrator, it was deemed appropriate to gain input and direction from the Committee as to this special usage of Cook Park, as well as general discussion as to the general usage of Cook Park.



Libertyville, May 15, 2013

Mr. Kevin Bowens
Village of Libertyville
Libertyville, IL 60048

Dear Mr. Bowens,

A small group of businesses in Libertyville would like to host a "Health & Wellness Fair" at Cook Park this summer to promote our businesses to the local community. All of these businesses are members or associate members of MainStreet Libertyville and offer products or services that enhance wellness and promote health and fitness. The event details are below:

Event: MainStreet Libertyville Health & Wellness Fair

Date: Thursday July 18, 2013

Time: 8 am to 1 pm

Location: Cook Park (North East Lawn)

This event purposely coincides with the Farmers Market. We believe we can pull more local residents to participate in the fair with the market happening at the same time. The initial list of businesses participating is below:

- Orinoco Fitness
- Petranek's Pharmacy
- North Shore ProActive Health
- Murphy's Health Foods
- Libertyville Massage Therapy Clinic
- Pinnacle Fitness
- Studio Lotus
- Runner's Edge

We are looking to engage more businesses to participate. We would set up tents & tables with promotional materials and fun activities for people to do while they learn about our businesses. We would like to also have a large banner on Cook Park the week prior to the event to promote it.

I am leading this effort on behalf of these businesses. My fitness studio, Orinoco Fitness, offers yoga, Pilates and ZUMBA Fitness class and just opened 6 months ago. All of our businesses would benefit greatly from this event by creating more awareness in the local community. If successful, we would like to offer this event once per year.

Please contact me if you have any questions. Best Regards,

Ana Santos Gitzinger, Orinoco Fitness
(224) 430-1436

Minor League Fair Our Town 2013

Objective

Small businesses in Libertyville have an opportunity to showcase and promote the products and services that help our community become and stay healthy

Rationale

Local residents can learn more about local businesses who offer health, wellness and fitness services

Business Requisites:

- Small business, privately owned
- Provide services and/or products that promote health, fitness and well-being
- Member of MainStreet Libertyville
- Owns or rents location in Libertyville

If successful, the **Health & Wellness Fair** could be an annual summer event.

Confirmed Participants

- Orinoco Fitness
- Petranek's Pharmacy
- North Shore ProActive Health
- Murphy's Health Foods
- Libertyville Massage Therapy Clinic
- Pinnacle Fitness
- Studio Lotus
- Runner's Edge

Want to Join Us?

- Please contact Ana Santos Gitzinger, Orinoco Fitness, email: ana@orinocofitness.com or call 224-430-1436
- **Deadline: June 1st, 2013**

Next Steps

- Submit formal letter to Village of Libertyville
- Propose activities, program for the day
- Work as a group to promote event (collectively pay for promotion banner to be placed in town)

Kevin Bowens

From: Heather Rowe
Sent: Friday, May 17, 2013 10:38 AM
To: Kevin Bowens; Connie Kowal
Cc: John Spoden
Subject: FW: Formal Letter about Health & Wellness Fair
Attachments: Libertyville Health & Wellness Fair.docx

Please refer to attached revised letter and note below for the Health & Wellness Fair request. It is my understanding that this is not a Main Street event, though a number of MSL businesses and associate members are involved, and that MSL seems to be supportive and will offer the event publicity in their e-news. I have asked MSL to submit an email to us relaying their level of involvement for the Committee's consideration.

Heather

From: ana@orinocofitness.com [<mailto:ana@orinocofitness.com>]
Sent: Friday, May 17, 2013 10:19 AM
To: Heather Rowe
Cc: Executive Director
Subject: RE: Formal Letter about Health & Wellness Fair

Hi Heather

My apologies, I should not have included MainStreet in the name of the event. We are a cluster of small business who want to work together and most of us are part of MainStreet. Attached is the letter with some rewording. I appreciate your support in this matter. I understand the concerns you mention about the park wear and tear and the number of official MainStreet events.

However, as you know, local businesses (with limited promotion budgets) succeed if local residents know about them and therefore, having more access to those residents when the weather permits is key - we want more people to visit downtown Libertyville and use our services. It's a matter of creating more awareness about the different choices they have and highlighting that we enhance health, wellness and fitness is what this event is all about

I will be glad to reach out to Connie and the Sports Complex is definitely welcome to participate in the fair. We would not exclude them, the more choices residents have, the better. And as you may have seen there are multiple businesses that offer the same services - i.e. Pinnacle and Orinoco both offer ZUMBA, Studio Lotus and Orinoco both offer yoga, etc.

Thanks again and have a great day!
Ana

~ ~ ~ ~

Ana Santos Gitzinger
Orinoco Fitness, Inc
224-430-1436
ana@orinocofitness.com

----- Original Message -----

Subject: RE: Formal Letter about Health & Wellness Fair
From: Heather Rowe <hrowe@libertyville.com>
Date: Thu, May 16, 2013 3:05 pm
To: "ana@orinocofitness.com" <ana@orinocofitness.com>
Cc: Executive Director <executivedirector@mainstreetlibertyville.org>

Hi Ana. Thank you for your letter. I have forwarded the materials to Kevin Bowens, Village Administrator. Your request will be considered by the Parks & Recreation Commission at their June 4th meeting at 6pm at the Village Hall, and an official recommendation will be provided to you in mid-June. Please note the Commission will review a number of concerns raised to my attention by Village Staff, including whether this is a Main Street supported event (since it coincides with their Farmer's Market program and your information states Main Street Health & Wellness Fair), the number of events already authorized this summer for Cook Park (because of wear and tear on the park we try to space events out and limit the number), and the fact that the event showcases competitive businesses to the Village's Sports Complex and recreation offerings. It may be beneficial to have additional discussions with Connie Kowal who oversees the Sports Complex & Recreation offerings to review your program, as well as Pam Hume at MSL.

Sincerely,
Heather

Heather J. Rowe, AICP
Economic Development Coordinator

Village of Libertyville
Schertz Municipal Building
200 E Cook Avenue
Libertyville, IL 60048

Phone: (847) 918-2028
Fax: (847) 367-5148

www.libertyville.com/business ... *Your resource for information on the Libertyville business community.*

From: ana@orinocofitness.com [<mailto:ana@orinocofitness.com>]

Sent: Wednesday, May 15, 2013 1:44 PM

To: Heather Rowe

Cc: Executive Director

Subject: Formal Letter about Health & Wellness Fair

Hi Heather,

Attached is the letter asking for permission from the village for our Health & Wellness Fair on Thursday July 18, 2013. The letter is addressed to Kevin Bowens per your advice. All the information regarding the event is included in the letter and flyer attached. Please let me know if you need me to also drop off a physical copy at the Village Office.

Give me a call if you have any questions.

Thanks!

Ana

~ ~ ~ ~

Ana Santos Gitzinger

Orinoco Fitness, Inc

224-430-1436

ana@orinocofitness.com



Libertyville, May 17, 2013

Mr. Kevin Bowens
Village of Libertyville
Libertyville, IL 60048

Dear Mr. Bowens,

A small group of businesses would like to host a "Health & Wellness Fair" at Cook Memorial Park this summer to promote our businesses to the local community. All of these businesses are located in Libertyville and offer products or services that enhance wellness and promote health and fitness. The event details are below:

Event: Libertyville Health & Wellness Fair
Date: Thursday July 18, 2013
Time: 8 am to 1 pm
Location: Cook Memorial Park (North East Lawn)

This event purposely coincides with the Farmers Market. We believe we can pull more local residents to participate in the fair with the market happening at the same time. The MainStreet Libertyville office has been involved in our discussions and supports our group having the fair on the date proposed with the caveat that the Village needs to approve the use of the park. The initial list of businesses participating is below:

**Orinoco Fitness / Petranek's Pharmacy / North Shore Pro-Active Health / Murphy's Health Foods
Libertyville Massage Therapy Clinic / Pinnacle Fitness / Studio Lotus / Runner's Edge**

We are looking to engage more businesses to participate. The Libertyville Sport Complex is welcome to participate as well since they also offer fitness programs. We would set up tents & tables with promotional materials and fun activities for people to do while they learn about our businesses. We also would like to have a large banner on Cook Park the week prior to the event to promote it.

Our businesses would benefit greatly from this event by creating more awareness in the local community. We love having our stores in town and supporting the local economy. If this event is successful, we would like to offer it once per year in the late Spring or Summer.

We appreciate your consideration in this matter.
Best Regards,

Ana Santos Gitzinger, Orinoco Fitness
ana@orinocofitness.com
(224) 430-1436

Kevin Bowens

To: Executive Director
Cc: heather@heathersavage.com
Subject: RE: Formal Letter about Health & Wellness Fair

Thanks Pam.

Kevin

From: Executive Director [<mailto:executivedirector@mainstreetlibertyville.org>]
Sent: Friday, May 17, 2013 9:41 AM
To: Kevin Bowens
Cc: heather@heathersavage.com
Subject: RE: Formal Letter about Health & Wellness Fair

Kevin: In regard to the health and wellness fair, I had a conversation a couple of months ago with Ana re her proposal. At the time I said that although I felt it was a good idea, it had to be discussed with the Village Board because of the use of the park. Ana and I did discuss dates so it could coincide with Farmers Market. However, I told her she could invite who she wanted as it was not going to be a MainStreet event for this year as our calendar had already been established. When I received the letter, I was surprised that it was called the "MainStreet Health and Wellness Fair", as the concept has never been presented formally to our Board. Yesterday I had a conversation with Ana. She will be sending you a revised letter omitting MainStreet. I explained to her that by using MainStreet she would have to be more inclusive of MainStreet member businesses and would also have to present to our Board for consideration for next year's calendar. As far as the event is concerned, I spoke with Al Scott, our FM Mgr. and he and I have no problem with them being in the park. I think she understands there is a chain of command for MainStreet and the Village and has to follow protocol. Hope this helps with the Board decision. Please call or e-mail if you need any further clarification.

Pam Hume
Executive Director
MainStreet Libertyville
160 E. Cook
Libertyville, IL 60048
(847) 680-0336 fax (847) 680-0370

From: Kevin Bowens [<mailto:kjbowens@libertyville.com>]
Sent: Thursday, May 16, 2013 3:12 PM
To: Heather Rowe; ana@orinocofitness.com
Cc: Executive Director
Subject: RE: Formal Letter about Health & Wellness Fair

Just to clarify, the meeting is at 7:00 pm and not 6:00 pm., and the Committee may or may not make a recommendation that night, and if they do it would need to go to the Mayor and Village Board.



Kevin J. Bowens
Village Administrator
Village of Libertyville
Libertyville, IL 60048
847-362-2430

From: Heather Rowe
Sent: Thursday, May 16, 2013 3:05 PM
To: ana@orinocofitness.com

Cc: Executive Director

Subject: RE: Formal Letter about Health & Wellness Fair

Hi Ana. Thank you for your letter. I have forwarded the materials to Kevin Bowens, Village Administrator. Your request will be considered by the Parks & Recreation Commission at their June 4th meeting at 6pm at the Village Hall, and an official recommendation will be provided to you in mid-June. Please note the Commission will review a number of concerns raised to my attention by Village Staff, including whether this is a Main Street supported event (since it coincides with their Farmer's Market program and your information states Main Street Health & Wellness Fair), the number of events already authorized this summer for Cook Park (because of wear and tear on the park we try to space events out and limit the number), and the fact that the event showcases competitive businesses to the Village's Sports Complex and recreation offerings. It may be beneficial to have additional discussions with Connie Kowal who oversees the Sports Complex & Recreation offerings to review your program, as well as Pam Hume at MSL.

Sincerely,
Heather

Heather J. Rowe, AICP
Economic Development Coordinator

Village of Libertyville
Schertz Municipal Building
200 E Cook Avenue
Libertyville, IL 60048

Phone: (847) 918-2028
Fax: (847) 367-5148

www.libertyville.com/business ... Your resource for information on the Libertyville business community.

From: ana@orinocofitness.com [<mailto:ana@orinocofitness.com>]

Sent: Wednesday, May 15, 2013 1:44 PM

To: Heather Rowe

Cc: Executive Director

Subject: Formal Letter about Health & Wellness Fair

Hi Heather,

Attached is the letter asking for permission from the village for our Health & Wellness Fair on Thursday July 18, 2013. The letter is addressed to Kevin Bowens per your advice. All the information regarding the event is included in the letter and flyer attached. Please let me know if you need me to also drop off a physical copy at the Village Office.

Give me a call if you have any questions.

Thanks!

Ana

~ ~ ~ ~

Ana Santos Gitzinger
Orinoco Fitness, Inc
224-430-1436
ana@orinocofitness.com

Memorandum

To: Chairman Drew Cullum and Members of the Parks and Recreation Committee
From: Connie Kowal, Director of Recreation and Sports Complex
Date: May 29, 2013
Subject: Other Updates/Follow-up

- A) Mundelein High School Graduation Recap (Verbal Update)
- B) Adler Pool ADA (Verbal Update)
- C) EAB (Verbal Update)
- D) Summer Programs (Verbal Update)
- E) Use of Village Property-Adler Park

Adler Family Association has requested the use of Adler Park for the annual Gator Gallup Walk within Adler Park on Sunday, September 22, 2013 from 2:00 p.m. to 5:00 p.m. The rain date it scheduled for Sunday, September 29, 2013 from 2:00 p.m. to 5:00 p.m. Staff is requesting that the Committee make a recommendation to the Village Board to approve the use of Adler Park for the Gator Gallup Walk.

- F) Libertyville Recreation and Sports Complex Events Schedule (Attached)
- G) Marketing and Publicity (Attached)
- H) Other

Libertyville Recreation and Sports Complex Department Events
May and June Events 2013

Main Events-Sports Complex

IMRF meeting	May 1
BB Tournament – Hoops for the Game	May 4/5
BB Tournament – Hoops for the Game	May 11
Montini School (McHenry) Annual 8 th Grade trip	May 13
Round Lake Middle School Trip	May 16
Mundelein High School Graduation (Setup)	May 16
Mitzvah Highland Park	May 17
BB Tournament – Play Hard Hoops	May 18 & 19
Mundelein High School Graduation Ceremony	May 19
Woodland Middle School Field Days	May 20-23
College Prep School (Lombard) Outing	May 24
Basketball Tournament: Best Buy, Midwest, Fox	May 24-26
Woodlawn School Outing (Long Grove)	May 28
Big Hollow School Outing 6 th Grade (Ingleside)	May 30
Butterfield School Outing 5 th Grade	May 31
Barrington School Outing 4 th Grade	May 31
Girl Scout event (150)	May 31
BB Tournament – Northwest youth sports	June 1 & 2
Millburn School outing – 6 & 7 th grade	June 3
Freemont School Outing – 7 th grade	June 4
Oak Grove school Outing – 5 th grade	June 5
Baxter team building (150)	June 6
BB Tournament Hoops for the game	June 8 & 9
Summer programs begin, camps, classes	June 8 & 9
Field trip – Charter Learn Chicago school	June 11
Mitzvah - Highland park	June 13
BB tournament – Northwest Youth sports	June 15
Lindenhurst Child Care group outing	June 17
Grayslake Park Dist outing	June 18
Valley Lo camp group outing	June 19
JCC Group outing	June 20
BB tournament – Hoops for the game	June 22/23
East Capital high school group outing	June 28
Northbrook Park Dist group outing	
BB tournament – Northwest youth sports	June 29/30

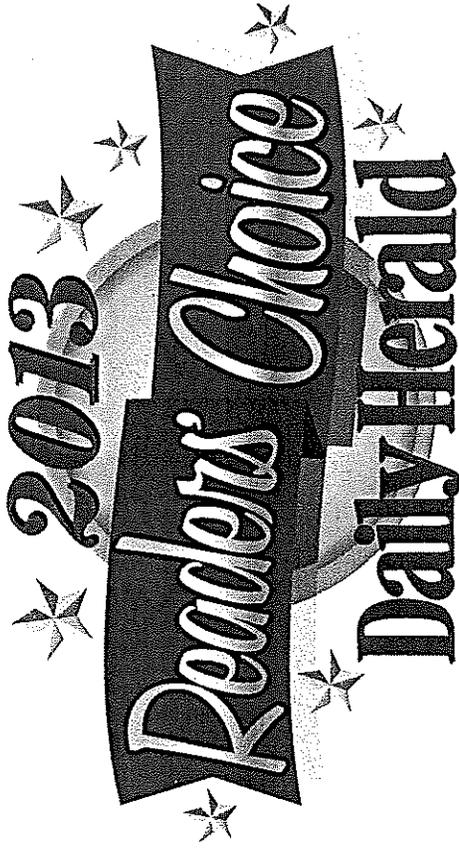
Seniors

Marriott Trip	May 1
Hall of Fame Event	May 2
BINGO	May 3
Friends and Family Night at Fodrak's	May 6
Birthday Bash	May 13
A-May-Sing Event at Adler Lodge	May 15
Foot Clinic	May 16
Flower Show	May 22

Closed for Memorial Day	May 27
AARP Driving Class	June 6 & 7
Birthday Bash	June 10
Senior Center Closed for Libertyville Days	June 11- 17
Center Re-opens	June 18
Community Care Connection	June 18
Legal Advice	June 18
Lunch and Learn Program	June 24
Scholl's Foot Clinic	June 27

Recreation

Dance Pictures at the Dance Studio	May 8
Last week of Dance Classes	May 13-18
Applause Dance Competition for 2 Competition Classes	May 17-19
Day Camp Counselor Training	May 22
Day Camp Counselor Training	May 23
Day Camp Parents Meeting	May 23
Adler Pool Open House	May 25
Kids Triathlon at Adler Pool	May 25
Day Camp Counselor Training	May 29
Day Camp Counselor Training	May 30
Dress Rehearsal for Dance Recital at LHS	May 31
Dance Recital at LHS	June 1
Dance Recital	June 1
Adler Day Camp Begins	June 3
Riverside Pool Opens	June 8
Adler Half Day Camp Begins	June 10
Teen Travelers Start	June 10
Swim Lessons Start	June 10



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Date: March 22, 2013



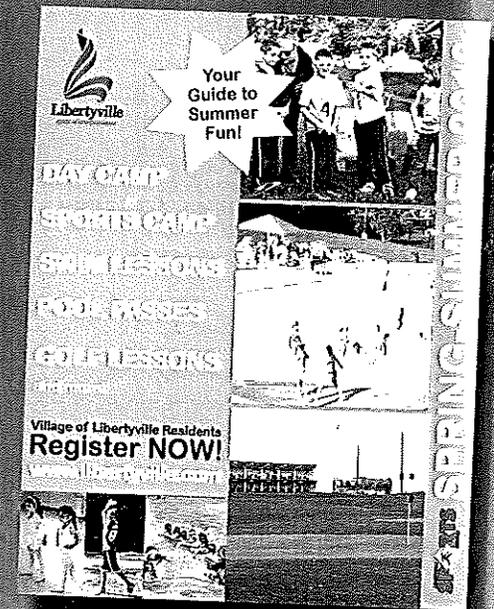
Executive Vice President & General Manager

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SIGN UP NOW FOR **CAMPS & CLASSES!**



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REGISTER NOW

Libertyville Swimming Pools

Adler Park Pool Opens Sat. May 25

Riverside Park Pool Opens Sat. June 8

Summer Day Camps

Weekly camps start Mon. June 3 through 2nd week of Aug. (Gr. K-7)

Summer Sports Camps

Weekly camps start Mon. June 10 through 2nd week of Aug. (Gr. K-6)

Teen Travelers Bike Camp

Weekly camps start Mon. June 10, ages 11-14

Summer Dance Programs

Various classes available for kids ages 2-13, including musical theatre camps

PreSchool Camps

Weekly camps start Mon. June 10, Sunshine Kidz, Safety Town, Camp Adventure

Camps and Classes are on a first come, first serve basis.

Season Pool Passes
for Village of Libertyville Residents

- Individual pass \$100
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- 20 visit passes only \$160

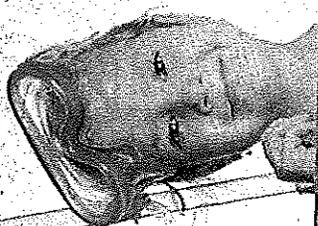
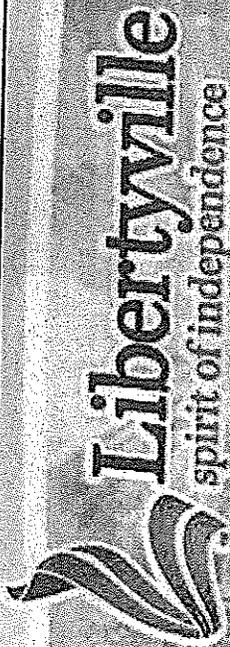
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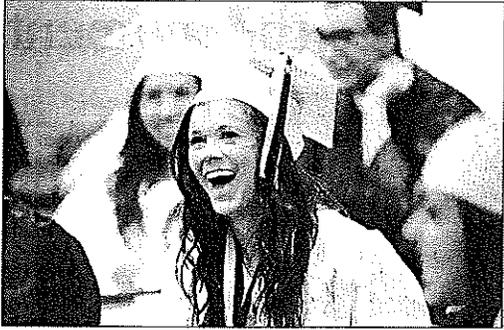
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Thursday May 23, 2013 Libertyville Review Main Section page 5



PAUL VALADE/pvalade@dailyherald.com

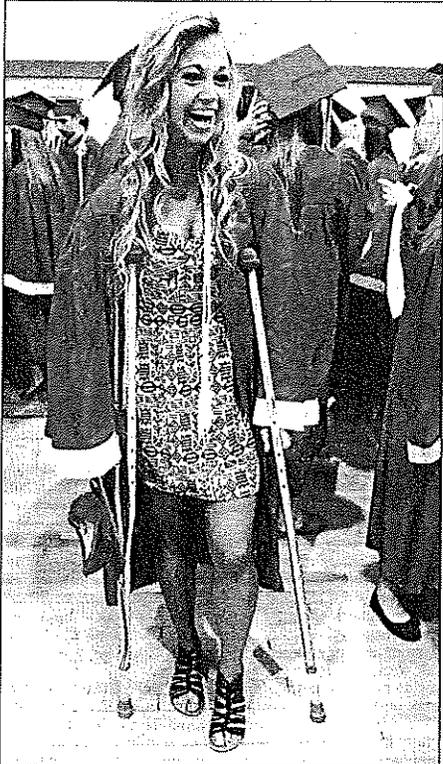


JOE LEWNARD/jleward@dailyherald.com



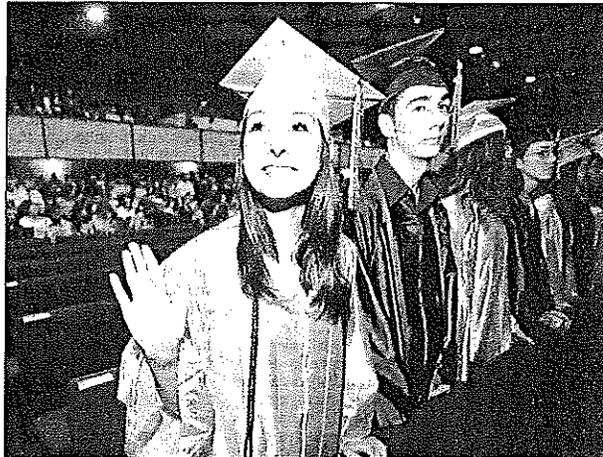
JOE LEWNARD/jleward@dailyherald.com

Above left, Grayslake Central High School senior Silvie Lehtis shares a laugh with fellow graduates before the start of Sunday's graduation ceremony at the school. Above center, Megan Arntzen smiles with her friends while listening to a speech Sunday during the Antioch High School graduation. Above right, Claire Desfor, left, chats with friend Kyla Cygnus prior to the start of the Mundelein High School graduation Sunday at the Libertyville Sports Complex. Desfor's shoes are on the railing in the foreground, and she has them off to avoid sinking into the artificial turf.



JOE LEWNARD/jleward@dailyherald.com

A hyperextended knee that left Kara Morway in need of crutches couldn't dampen her enthusiasm Sunday at the start of the Lakes Community High School graduation ceremony in Lake Villa.



GILBERT R. BOUCHER /rjboucher@dailyherald.com

Cassandra Dohr waves to her family during the Wauconda High School graduation at Quentin Road Bible Baptist Church Sunday in Lake Zurich. There were 341 graduating seniors for the 97th annual commencement ceremony.

TIME TO SAY SO LONG

To see more photos and order reprints, visit www.dailyherald.com/galleries/news/graduations/



PAUL VALADE/pvalade@dailyherald.com

Grayslake North High School students enjoy the speeches during the graduation ceremony at the school Sunday.

LIBERTYVILLE SPORTS COMPLEX

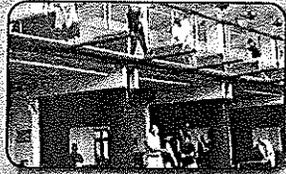
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STEVE LUNDY/slundy@dailyherald.com

Much of the Libertyville Golf Course was flooded in mid-April. It is scheduled to reopen under new management on May 18.

Turf delayed at golf course but not the opening

BY MICK ZAWISLAK
mzawislak@dailyherald.com

Installation of what will be the showcase feature of the new-look Libertyville Golf Course has been delayed, but a grand opening is proceeding in the interim.

Under better circumstances, the greens and tees at the 9-hole, Par 3 course on the west side of the Des Plaines River already would have been overhauled with a synthetic turf in support of a concept proposed by BCS Golf Group LLC.

"It's still a little wet to get the equipment out there" to install the artificial surface, said Blair Subry, president and CEO of the company that is in the first year of a 10-year lease with the village.

Libertyville has operated the course as a municipal facility since 1979, but it has averaged an annual deficit of about \$83,500 the past several years. Part of the reason is because the course is in a flood plain and often is in unplayable condition.

That has been the case in recent weeks, although the turf was not damaged, according to Subry, whose golf industry career includes stints as a club and teaching pro. He operates Studio 59, which specializes in short game instruction at The Grove County Club in Long Grove.

"If you were going to have it flood, March and April was the best time because the temperatures stayed down," he said. Standing water in hot weather can lead to problems, he added.

BCS intends to use the Libertyville Golf Course as a learning center, with a short game academy and indoor putting studio focusing on kids and juniors programs. Part of the transformation involves the installation of synthetic turf, which once in place can simply be vacuumed dry.

"The days of AstroTurf are over. This is synthetic turf. It's not cheap," Subry said. "When people hit off it, they're not going to believe it."

Once the work gets under way, it should take about two to three weeks to make the conversion. In the interim, a May 18 grand opening event with special activities, including a \$1 million hole-in-one contest, is planned.

Daily fee golf will continue to be offered at the same price as last year — \$10 for residents and \$13 for nonresidents — but there will be an emphasis on practice and training. At times, for example, golfers will be able to play five holes twice, with the other four reserved for short game play.

"We want a place where the kids can feel at home and get good instruction. Our motto will be, 'Short games win championships,'" Subry said.

Terms of the lease call for BCS to pay the village \$20,000 in annual rent for the first 10 years and \$25,000 each year during an optional second 10-year term. The company also is responsible for maintenance of the grounds and ponds and must pay the village 10 percent of any gross earnings above \$850,000.

BUSINESS

|| LIBERTYVILLE

Libertyville Golf Course adds new features for season

BY KATLYN SMITH
ksmith@pioneerlocal

The Libertyville Golf Course will open the season with several upgrades, but the finished product will come later this summer.

The late-April deluge in the Chicago region stalled installation of synthetic turf on the tee boxes and greens at the nine-hole course along the Des Plaines River. A grand opening of the course — under private management for the first time in more than 30 years — is still set for May 18.

Blair Subry, president and CEO of the company that leases the course from the village, hopes crews will begin adding the turf within the next two weeks once the property receives permits from the county. Construction is expected to last two to three weeks.

An indoor putting studio equipped with a video system, enabling players to analyze their strokes, also is in the works. Subry expects the opening to highlight the studio, if crews finish laying down new floors in the area near the pro shop.

The former golf professional said the turf is made of a dense nylon with a quartz infill as opposed to rubber granules made from recycled tires, a material that has come under scrutiny as a potential health risk. It's easier to maintain than natural grass, the Gurnee man said. Plus, golfers won't find divots or ball marks.

"It's very high-end turf," said Subry, 57, the head of BCS Golf Group LLC. "It's very realistic."

Programs at the course, meanwhile, will target women and juniors — an "overlooked" niche, Subry said.

He also runs Studio 59, a team of instructors that will focus on short game techniques at the Libertyville course. A short game academy will schedule use of the final four holes.

"The best tour guys have the



LIBERTYVILLE GOLF COURSE GRAND OPENING

- » Where: 870 Country Club Drive, Libertyville
- » When: 10 a.m. to 4 p.m. May 18
- » Info: (847) 362-5733 or Studio59golf.com
- » Twitter: @studio59golf

best short game," Subry said.

Since 1979, the village ran the course through its park department, but the flood-prone facility has posted steep losses in recent years. The course, which lies in a flood plain, finished the 2012-13 fiscal year with a roughly \$80,000 deficit. Village Administrator Kevin Bowens said officials considered closing the village amenity as a "last resort" to cut costs.

But in January, the village

turned over operations to BCS Golf Group. Under a lease agreement, the company will pay the village \$20,000 annually for the first 10 years. The agreement includes the option to renew the lease at an annual rate of \$25,000 during another 10-year term.

BCS Golf Group also must pay the village 10 percent of any annual gross earnings above \$850,000.

The fees at the course will

remain the same: \$10 for residents and \$13 for others. The lease requires BCS Golf Group and the village to meet each year to study fees.

"I think it's the best of all worlds given all the tough choices we had," said Village Trustee Rich Moras, who sits on the finance committee. "This was by far the best option."

The grand opening will run from 10 a.m. to 4 p.m., with a \$1

The Libertyville Golf Course will open May 18 with several upgrades like a short game academy and courses geared toward women and children. 1 ea3
DICKER-SUN-TIMES MEDIA

million hole-in-one contest, a ribbon-cutting ceremony by Village President Terry Weppler and opportunities to sign up for junior programs. The course will remain open after the grand opening.

Connie Kowal

From: E-Club Newsletter [listserv@civicplus.com]
Sent: Thursday, May 16, 2013 10:10 AM
To: Connie Kowal
Subject: Driving Range E-CLUB May 16

[View this in your browser](#)

Driving Range E-CLUB May 16**1. Golf Course Grand Opening**

The Libertyville Golf Course is under the new management of BCS Golf-Studio 59 and they are hosting their "Grand Opening Celebration" this Saturday May 18 from 10:00am to 4:00pm. Studio 59 will operate the 9-hole Par 3 golf course, along with the operation of a Short Game Academy and an Indoor Putting Studio. The Libertyville Golf Course is located at 870 Country Club Drive and Golf Road, one mile east of Milwaukee Avenue. There will be a hole-in-one shootout, closest to pin challenge, program information and registration as to golf programs for kids and families, free pizza and soft drinks, a ribbon cutting ceremony with Libertyville Mayor Terry Wepler, and free backpacks for kids. Call (847)362-5733 or visit www.studio59golf.com for more info.

2. Dads and Grads

Our Range Cards make great gifts for Dads and Grads. With Father's Day coming up, and many school graduations, too, our Driving Range Cards are that special gift for that special Dad, Grad or golfer in the family.

3. A Perfect Pick

Three E-CLUBBERS picked Tiger Woods to win in our "Pick The Players Champion contest". But E-CLUB member Jane Bornhoeft of Green Oaks picked perfectly, as she predicted Tiger to win at 13-under 275...and he did. Jane wins a \$20 Range Card and one-hour of unlimited range balls in May at one of our Automated Tee Stations. Jerry Johnson (10-under 278) and Scott Phillips of Libertyville (19-under 269) also picked Tiger, and they will each win a \$10 Range Card. Thanks to all who entered. Congrats Jane! Our next "Pick the Winner Contest" is the US Open, Father's Day weekend in June.

4. Pick the Preakness Winner

The second race in the Triple Crown, the Preakness, is this Saturday May 18. Enter our "Pick the Preakness Winner Contest" to win a \$20 Range Card. Send your pick and the lengths of victory, no later than Saturday at NOON, to ckowal@libertyville.com. Congrats to Louise Mason of Libertyville won picked ORB to win the Kentucky Derby two weeks ago.

See you at our Driving Range. Hit 'em straight.

Conrad "Connie" Kowal
Director, Sports Complex & Recreation Village of Libertyville
(847)362-2720 (office)
(847)367-1506 (Driving Range Clubhouse)
ckowal@libertyville.com



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Kim Nagy at the hospital's Grayslake campus Thursday to celebrate National Hospital Week. At right, Northwestern Lake Forest Hospital President Thomas McAfee dishes up strawberry ice cream for Laurie Davis, an intern in the physical therapy clinic. The executive team scooped up ice cream for employees to thank them for dedicated service to patients.



Lake County in 60 seconds

Federal flood assistance:

Grants, temporary housing, home repairs and low-cost loans to cover uninsured property losses and other programs are available from the Federal Emergency Management Agency to Lake County residents and businesses affected by recent flooding. Property owners must register online at www.disasterassistance.gov or by calling (800) 621-3362, and they should be prepared to provide insurance or other information to substantiate losses. Those contacts also apply to resources offered by the U.S. Small Business Administration for homeowners, renters, businesses and private non-profit organizations. Applicants for those programs can also apply via a secure website at <https://disasterloan.sba.gov/ela>. More details on the location of disaster recovery centers and the SBA loan application process are available at (800) 659-2955 or by emailing disastercustomer.service.sba.gov.

Libertyville golf grand opening:

Studio 59, which specializes in short game instruction, will host a grand opening from 10 a.m. to 4 p.m. Saturday, May 18, at the Libertyville golf course, 870 Country Club Drive. Activities will include a \$1 million hole-in-one shootout, closest to the pin challenge, and kids golf demo day. Pizza and soft drinks are free. Studio 59 is the training

operation of BCS Golf Group LLC, which is in the first year of a 10-year lease to operate the village-owned course. Future plans include replacing the greens and tees at the Par 3 course with a synthetic surface. Visit studio59golf.com.

Publishing in digital age:

Producing, Publishing and Writing a Book in the Digital Age is the topic of a free program at 1:30 p.m. Wednesday, May 22, at the The Stevenson Center on Democracy, 25200 N. St. Mary's Road, Mettawa. Marti Gorun, editor of the "Cook Memorial Library Community Cook Book, A Library of Recipes," and Deborah Rine, author of the mystery novel "The Lake," will discuss the struggles and joys of producing, publishing and writing a book in the digital age. The Adlai Stevenson Center on Democracy is an independent, nonpartisan, not-for-profit organization. The ASCD operates out of the Adlai E. Stevenson Historic Home as a licensee of the Lake County Forest Preserve District. Visit <http://www.stevensoncenterondemocracy.org/>.

Antioch Rescue Squad event:

Antioch Rescue Squad plans several activities to celebrate National Emergency Medical Services Week, May 19 to 25. ARS will be at Raymond Chevrolet on Route 173 from 5 to 7 p.m. Thursday, May 23,

performing a vehicle safety clinic in the showroom. Officials will answer questions about vehicle safety and other topics. Children will receive coloring books and adults will get a free gift for participating. ARS will host a teddy bear clinic at Grass Lake Elementary school for pre-K to second-grade children from 9:30 to 10:30 a.m. Wednesday, May 22. Students can bring in their sick teddy bears for treatment. Volunteers will teach children the importance of good health and safety. An ambulance will also be on display for the children to see how it works and view the inside cabin. Visit antiochrescue.com.

JourneyCare to host author:

JourneyCare (formerly Hospice and Palliative Care of Northeastern Illinois) will co-sponsor presentations by nationally recognized author and speaker Maggie Callanan on Tuesday, May 21, and Wednesday, May 22, titled "Understanding Unique & Symbolic Language Near End of Life." The presentation will be given from noon to 1:30 p.m. May 21 on the fourth floor of the medical office building at Sherman Hospital, 1425 N. Randall Road in Elgin; from 5 to 7 p.m. May 21 at The Moorings of Arlington Heights, 811 E. Central Road in Arlington Heights; and from 7:30 to 9 a.m. May 22 at Hawthorn Lakes, 10 E. Hawthorn Parkway in Vernon Hills.

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Non May 13, 2013

Events that specify they are for those who are over age 50, including clubs, trips and support programs. Deadline is two weeks before event date.

60 minutes: 12:30 p.m. most Mondays (registration recommended by the previous Friday), Patty Turner Center, 375 Elm St., Deerfield. Barry Bradford presents a variety of topics. Cost is \$5 for Members and \$8 for nonmembers. The program for May 13 will be "Jane Adams," presented by Barry Bradford. Advanced registration is encouraged; visit deerfieldseniors.org.

Libertyville Birthday Bash Dance Party: 1-3 p.m. the second Monday of the month, The Libertyville Senior Center, 135 W. Church St., Libertyville. The Libertyville Senior Center invites seniors to monthly dance parties sponsored by the Senior Council of Libertyville. Dance to the music of Ron Barron and The Elder Statesmen of Swing. The cost is \$2. A special birthday dessert is included. Call (847) 247-7659.