

Village of Libertyville
Board of Trustees
Joint Meeting of the
Parks and Recreation Committee
Parks and Recreation Advisory Commission
118 W. Cook Avenue
Tuesday, August 6, 2013
6:00 pm
Agenda

1. Approval of Minutes from the July 2, 2013 Joint Meeting
2. Parks Maintenance Study
3. Dog Days of Summer Follow-up
4. Butler Lake Fishing Pier
5. Butler Lake Band Shell
6. Other Updates/Follow-up
 - A) Bolander Property-Sale and Transaction (Verbal)
 - B) Temporary Signage at LSC (Verbal)
 - C) Sports Organization Lease Agreements (Verbal)
 - D) EAB (Verbal Update)
 - E) Use of Village Property Request
 - F) Libertyville Recreation and Sports Complex Events Schedule (Attached)
 - G) Marketing and Publicity (Attached)
 - H) Other
7. 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
Joint Meeting Minutes of the
Parks and Recreation Committee
Parks and Recreation Advisory Commission
Tuesday, July 2, 2013

Meeting called to order at 6:02 pm on Tuesday, July 2, 2013 by Chairman Drew Cullum. Those in attendance included Chairman Drew Cullum, Trustee Todd Gaines and Trustee Rich Moras. Parks and Recreation Advisory Commissioner included Donna Thomey. Recreation and Sports Complex staff in attendance included Director Connie Kowal and Secretary Julie Fanning. Also in attendance included Mayor Terry Wepler and Village Administrator Kevin Bowns.

1) Minutes of the Parks and Recreation Committee

Chairman Drew Cullum moved to approve the minutes from the Tuesday, June 4, 2013 meeting, seconded by Trustee Todd Gaines. Motion approved.

2) Parks Maintenance Study

Village staff continues to complete tasks from the Clerestory projects timeline. Additional information will be presented at the August Parks and Recreation Committee meeting.

3) Parks and Recreation Advisory Commission Status

Director Kowal noted the Parks and Recreation Advisory Commission is down to two members. Five members comprise this Commission and three members are needed to fulfill quorum requirements. The Village is reviewing the option of reducing the number of meetings in the fiscal year as well as other options.

Parks and Recreation Advisory Commissioner Donna Thomey suggested that residents and non-residents receive a discount on pool passes due to the recent swimmers itch issue at Lake Minear. Secretary Julie Fanning noted that the office is offering the twenty visit punch pass at \$160 to both residents and non-residents that are registering late for the pool season.

4) Other

A) Bolander Property Sale and Transaction

Director Kowal noted that Pathway Senior Living LLC has withdrawn their offer for the purchase of the Bolander Building.

B) Fourth of July Celebration

Director Kowal noted that the Village Band will begin their performance at 7:30 p.m. It was requested that the Village Band be contacted to correct the sponsor name for the fireworks to the Libertyville Miles of Cars.

C) Butler Lake Fishing Pier

Director Kowal noted that Superintendent Barlow continues to request quotes for the Butler Lake fishing pier and further information will be presented at the August meeting.

D) Sports Organization Lease Agreement

Director Kowal explained that he is in the process of meeting with Libertyville Little League, Libertyville Girls Softball and Libertyville Boys Club Football regarding the Lease Agreement.

E) BMW Championship *(Item Added by Director Kowal)*

Director Kowal noted that the BWW Championship will be held at Conway Farms in Lake Forest September 9-15. Director Kowal will be meeting with representatives from the BMW Championship to discuss how Libertyville can participate in this large event. Director Kowal noted that he will be submitting a signage request for the entrances of Libertyville to welcome golf fans to town.

F) Chicago Indoor Lacrosse *(Item added by Director Kowal)*

Director Kowal noted that he is in the process of completing the Termination Agreement for Chicago Indoor Lacrosse. The final payment of \$250 was approved to charge Chicago Indoor Lacrosse Company.

G) LHS Graduation *(Item added by Director Kowal)*

Director Kowal noted that he is in the process of meeting with Libertyville High School officials to discuss the possibility of hosting the Libertyville High School Graduation at the Libertyville Sports Complex.

H) Use of Village Property-Libertyville Sports Complex *(Item added by Director Kowal)*

Director Kowal noted that the Village of Libertyville was approached by a Gun Show promoter to rent the Libertyville Sports Complex for an upcoming show. Director Kowal noted that it was not in the best interest of the Village to offer the facility for use due to the various youth programs that operate within the Libertyville Sports Complex.

Motion to adjourn by Chairman Drew Cullum, seconded by Trustee Gaines. Meeting adjourned at 7:25 p.m.

Respectfully submitted,



Julie F. Fanning, Secretary
Recreation and Sports Complex Department

MEMORANDUM

TO: Chairman Cullum and Members of the Parks and Recreation Commission

FROM: Kevin J. Bowens, Village Administrator 

DATE: July 26, 2013

SUBJECT: Parks Maintenance Study

Village staff has been working with Clerestory Consulting on the Parks Maintenance Study, and I have attached a number of documents related to our efforts:

1. Inventory of Village Parks, which includes current service level, primary users, snow removal requirements, and staff recommendations for improved service levels. This document also includes a proposed categorization of parks, in terms of very high maintenance, high maintenance, medium maintenance and low maintenance requirements.
2. A matrix summary of suggested service level improvements by Parks, prepared by the Administrative Staff.
3. A "Service Sourcing Analysis" developed by Clerestory and Village staff, based upon the parks inventory and service level analysis. This matrix identifies park services and proposed mix of full-time, part-time (summer, seasonal or year round) and private contracts of future maintenance.

John Wick of Clerestory will be in attendance at the meeting, and along with staff will review the information prepared to date, present preliminary recommendations, and obtain Committee direction for moving forward.

Purpose:

- Review the status of the Mowing, Landscaping and Snow Removal outsourcing analysis project
 - Present preliminary recommendations for Committee review
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- I) Project approach and current status
 - II) Review of historical staffing changes
 - III) Review of park service levels
 - Park by park service description
 - Service level improvements suggested
 - IV) Analysis of sourcing options
 - V) Impact on current staff
 - VI) Timing of RFPs
 - Snow removal
 - Mowing and maintenance
 - VII) Next steps

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"> ▪ Village of Glenview RFP ▪ Springfield Parks ▪ Vernon Hills Park District ▪ Naperville Park District – Speak to Jerry - Glenview Superintendent 	- Wick - Bowens	5/31/13 5/31/13
✓ Define Park Sheet Template for collecting key information about each park	- Barlow - Thornborough	5/31/13
✓ 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"> – Create recommendations regarding approach: <ul style="list-style-type: none"> ○ What work to be performed ○ Who to complete (full time, part time, contractual, etc...) ○ What options there are going forward 	- Bowens - Barlow - Thornboroug - Wick	Week of 7/12/13
✓ 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

Follow up Item	Responsible	Timeframe
✓ 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 and make suggestions	- 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

Park Name

Acreage:**Location:****Category:**

These will be used to quantify the amount of acreage, the location and the category of the park

Currently Maintained By:

This would identify who maintains this, ex. Full time, part time, contractual etc...

Current Service Level:

We would provide a description of services that we currently provide in these parks. This will be on an additional sheet.

Primary Users/Uses:

Identifies the major users and uses of the Park.

Snow Removal Requirements:

This will identify the snow removal locations in the parks

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

This will identify the work that is not currently being performed.

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Park Names

Adler Memorial
Adler Memorial Pool
Blueberry
Bolander
Butler Lake
Canterbury
Charles Brown
Cook Memorial
Duane Laska
Gilbert Stiles
Greentree
Jo Ann Eckmann
Kenloch
Nicholas Dowden North
Nicholas Dowden South
Paradise
Paul M. Neal
Red Top
Riverside
Sunrise Rotary
Timber Creek
Willis Overholser

Other Locations

230 Lake Street
Liberty Bell Lane
Walking and Bike Trails
Village Entry Signs
Libertyville Sports Complex - under contract
18 additional sites are currently under contract these include detention, retention and ROW's

Category Descriptions

Category 1: Very high maintenance

Examples Adler Memorial Pool, Cook Park, Sunrise Rotary, Village Hall

Mow weekly, trash removal and playground check 6 times or more per week, weekly bed weed removal, edge beds monthly, mulch beds yearly, yearly aeration and overseeding, turf fertilization and turf weed control, hardscape maintenance, playground maintenance, tree, shrub and flower bed maintenance, irrigation maintenance, graffiti and vandalism repair, special event needs, and snow removal.

Category 2: High maintenance

Examples Adler Memorial, Butler Lake, Nicholas Dowden

Mow weekly, trash removal and playground check 6 times per week, monthly bed weed removal, edge and mulch beds yearly, turf fertilization or turf weed control - yearly, hardscape maintenance, playground maintenance, tree, shrub and flower bed maintenance, irrigation maintenance, graffiti and vandalism repair, special event needs, and snow removal.

Category 3: Medium maintenance

Examples Blueberry, Bolander, Canterbury, Charles Brown, Duane Laska, Gilbert Stiles, Greentree, JoAnne Eckmann, Kenloch, Paul Neal, Riverside, Timber Creek, Willis Overholser

Mow weekly, trash removal and playground check 3 times per week, monthly bed weed removal, mulch and edge beds yearly, hardscape maintenance, playground maintenance, graffiti and vandalism repair and snow removal.

Category 4: Low maintenance

Examples Paradise, Red Top, Walking Trails

Mow weekly, trash removal 3 times per week, graffiti and vandalism repair, yearly path maintenance and snow removal.

Adler Memorial Park

Acreage: 101.5

Location: 1500 N. Milwaukee Ave

Category: 2

Currently Maintained By:

Full and part time staff and some contractual sidewalk snow removal

Current Service Level:

Mow weekly, trash removal and playground check 6 times per week, mulch and edge beds yearly, seasonal bed weed control, special event needs, yearly path maintenance, building maintenance, hardscape maintenance, playground maintenance, tree and shrub maintenance, ice rink maintenance and snow removal

Primary Users/Uses:

Swimming pools, playground, lodge, pavilions, grills, ball diamond, flower beds, passive areas, river, walking trails, picnic areas, frisbee golf course, and bathrooms

Snow Removal Requirements:

Plow drive, upper parking lot, cultural center lot, pool filter room access, main pool entry area and sidewalk around lodge and t-hill. As it pertains to the ice rink. Sidewalk on the western edge of park to Adler school

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Mulch and edge before Memorial day, yearly aerate and overseed, yearly tree trimming, yearly turf fertilizer and turf weed control, monthly bed weed control

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Adler Memorial Park - Pool

Acreage: 1.5

Location: 1500 N. Milwaukee Ave

Category: 1

Currently Maintained By:

Full and part time staff

Current Service Level:

Mow weekly, trash removal 7 times per week, weekly bed weed control, mulch and edge beds yearly, turf fertilization and weed control, pool maintenance, building maintenance, hardscape maintenance, tree, shrub and flower bed maintenance and planting. yearly turf aeration and overseeding

Primary Users/Uses:

Swimming pools, concessions, volleyball court, sun areas and sand play area.

Snow Removal Requirements:

N/A

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

None

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Blueberry Park

Acreage: 9

Location: 220 Blueberry Road

Category: 3

Currently Maintained By:

Full and part time staff and contractual snow removal

Current Service Level:

Mow weekly, trash removal and playground check 3 times per week, seasonal bed weed control, mulch and edge beds yearly, hardscape maintenance, playground maintenance, graffiti and vandalism repair, and snow removal

Primary Users/Uses:

Playground, basketball court, walking trail

Snow Removal Requirements:

Walking trail from Paradise park bridge to high school parking lot

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Mulch and edge before Memorial day, yearly aerate and overseed, yearly tree trimming, yearly turf fertilizer and turf weed control, monthly bed weed control

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Bolander Park

Acreage: 5.3

Location: 625 W. Winchester Road

Category: 3

Currently Maintained By:

Full and part time staff and contractual snow removal

Current Service Level:

Mow weekly, trash removal 3 times per week, seasonal bed weed control, mulch and edge beds yearly, graffiti and vandalism repair, and snow removal

Primary Users/Uses:

Open field for team practices, hockey rink, safety town and recreational programs

Snow Removal Requirements:

All lots and sidewalks; sidewalk along Winchester rd; ice rinks as needed

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Mulch and edge before Memorial day, yearly aerate and overseed, yearly tree trimming, yearly turf fertilizer and turf weed control, monthly bed weed control

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Butler Lake Park

Acreage: 58.4

Location: 810 W. lake Street

Category: 2

Currently Maintained By:

Full and part time staff and contractual snow removal

Current Service Level:

Mow weekly, trash removal and playground check 6 times per week, bathroom maintenance 6 times per week, seasonal bed weed control, edge and mulch beds yearly, yearly turf fertilization or turf weed control, hardscape maintenance, playground maintenance, tree and shrub maintenance, lake and river maintenance, ball field maintenance, graffiti and vandalism repair, special event needs, and snow removal.

Primary Users/Uses:

Playgrounds, ball fields, pavilions, grills, flower beds, passive areas, lake and creek, fishing pier and boat launch, walking trails, picnic areas, band shell and bathrooms

Snow Removal Requirements:

Crawford Warming House lot and sidewalk, open access route to all buildings on Ray Peterson Drive, Walking trail from Lake St through park to Winchester Rd. Walking trail around Butler Lake. Walking trail along Winchester Rd to Bolander Park

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Mulch and edge before Memorial day, yearly aerate and overseed, yearly tree trimming, yearly turf fertilizer and turf weed control, monthly bed weed control

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Canterbury Park

Acreage: 12

Location: 1200 W. Golf Road

Category: 3

Currently Maintained By:

Full and part time staff

Current Service Level:

Mow weekly, trash removal 3 times per week, seasonal bed weed control, mulch and edge beds yearly and graffiti and vandalism repair

Primary Users/Uses:

Open turf areas for team sports

Snow Removal Requirements:

N/A

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Mulch and edge before Memorial day, yearly aerate and overseed, yearly tree trimming, yearly turf fertilizer and turf weed control, monthly bed weed control

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Charles Brown Park

Acreage: 21.5

Location: 1015 Dawes Ave

Category: 3

Currently Maintained By:

Full and part time staff

Current Service Level:

Mow weekly, trash removal and playground check 3 times per week, seasonal bed weed control, mulch and edge beds yearly, tree and shrub maintenance, playground maintenance, and graffiti and vandalism repair

Primary Users/Uses:

Playground, ball fields, basketball court

Snow Removal Requirements:

N/A

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Mulch and edge before Memorial day, yearly aerate and overseed, yearly tree trimming, yearly turf fertilizer and turf weed control, monthly bed weed control

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Cook Memorial Park

Acreage: 1.7

Location: 413 N. Milwaukee Ave

Category: 1

Currently Maintained By:

Full and part time staff and contractual

Current Service Level:

Mow weekly, trash removal and playground check 6-7 times per week, monthly bed weed control, mulch and edge beds yearly, turf fertilization and turf weed control, hardscape maintenance, tree, shrub and flower bed maintenance, turf aeration and overseeding, irrigation maintenance, graffiti and vandalism repair, special event needs, and snow removal. Rose Garden is contracted

Primary Users/Uses:

Patrons utilizing the playground. Main street events, Libertyville Days, Library and cultural center events, Civic center events, Concert series, Out to lunch, Car fun on 21, Memorial Day and Veterans Day celebrations.

Snow Removal Requirements:

All sidewalks in and surrounding park, corners on Milwaukee Ave, Cook mansion steps and porch

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Edge beds monthly and weekly bed weed control

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Duane Laska Park

Acreeage: 1.1

Location: 605 Garfield Ave

Category: 3

Currently Maintained By:

Full and part time staff

Current Service Level:

Mow weekly, trash removal and playground check 3 times per week, seasonal bed weed control, mulch and edge beds yearly, playground maintenance, hardscape maintenance, and graffiti and vandalism repair

Primary Users/Uses:

Playground and open turf area

Snow Removal Requirements:

N/A

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Mulch and edge before Memorial day, yearly aerate and overseed, yearly tree trimming, yearly turf fertilizer and turf weed control, monthly bed weed control

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Gilbert Stiles Park

Acreage: 3.5

Location: 1670 Cass Ave

Category: 3

Currently Maintained By:

Full and part time staff

Current Service Level:

Mow weekly, trash removal and playground check 3 times per week, seasonal bed weed control, mulch and edge beds yearly, tree and shrub maintenance, playground inspections and maintenance, and graffiti and vandalism repair

Primary Users/Uses:

Playground, open turf areas for team sports

Snow Removal Requirements:

N/A

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Mulch and edge before Memorial day, yearly aerate and overseed, yearly tree trimming, yearly turf fertilizer and turf weed control, monthly bed weed control

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Greentree Park

Acreage: 8

Location: 500 Greentree Pkwy

Category: 3

Currently Maintained By:

Full and part time staff

Current Service Level:

Mow weekly, trash removal and playground check 3 times per week, seasonal weed control, mulch and edge beds yearly, tree and shrub maintenance, playground maintenance, and graffiti and vandalism repair

Primary Users/Uses:

Playground, open turf areas for team sports

Snow Removal Requirements:

N/A

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Mulch and edge before Memorial day, yearly aerate and overseed, yearly tree trimming, yearly turf fertilizer and turf weed control, monthly bed weed control

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Jo Ann Eckmann

Acreage: 4.8

Location: 1600 Nathan Ln

Category: 3

Currently Maintained By:

Full and part time staff

Current Service Level:

Mow weekly, trash removal and playground check 3 times per week, seasonal bed weed control, mulch and edge beds yearly, tree and shrub maintenance, playground maintenance, and graffiti and vandalism repair

Primary Users/Uses:

Playground, open turf area for team sports

Snow Removal Requirements:

N/A

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Mulch and edge before Memorial day, yearly aerate and overseed, yearly tree trimming, yearly turf fertilizer and turf weed control, monthly bed weed control

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Kenloch Park

Acreage: 0.42

Location: 142 Kenloch Ave

Category: 3

Currently Maintained By:

Full and part time staff

Current Service Level:

Mow weekly, trash removal and playground check 3 times per week, seasonal bed weed control, mulch and edge beds yearly, tree and shrub maintenance, playground maintenance, and graffiti and vandalism repair

Primary Users/Uses:

Playground

Snow Removal Requirements:

N/A

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Mulch and edge beds before Memorial day, yearly aerate and overseed, yearly tree trimming, yearly turf fertilizer and turf weed control, monthly bed weed control

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Nicholas Dowden Park - North

Acreage: 8

Location: 920 Crane Blvd

Category: 2

Currently Maintained By:

Full and part time staff

Current Service Level:

Mow weekly, trash removal and playground check 6 times per week, bathroom maintenance 6 times per week, seasonal bed weed control, edge and mulch beds yearly, playground maintenance, tree and shrub maintenance, hardscape maintenance, irrigation maintenance, graffiti and vandalism repair, and snow removal.

Primary Users/Uses:

Playgrounds, ball fields, tennis courts, in-line hockey court, and bathrooms

Snow Removal Requirements:

Plow parking lot

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Mulch and edge before Memorial day, yearly aerate and overseed, yearly tree trimming, yearly turf fertilizer and turf weed control, monthly bed weed control

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Nicholas Dowden Park - South

Acreage: 9.9

Location: 921 Crane Blvd

Category: 2

Currently Maintained By:

Full and part time staff

Current Service Level:

Mow weekly, trash removal 6 times per week, seasonal bed weed control, edge and mulch beds yearly, tree and shrub maintenance, irrigation maintenance, hardscape maintenance, ice rink maintenance, and graffiti and vandalism repair

Primary Users/Uses:

Ball Fields, soccer area, and ice rinks

Snow Removal Requirements:

As it pertains to ice rinks

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Mulch and edge beds before Memorial day, yearly aerate and overseed, yearly tree trimming, yearly turf fertilizer and turf weed control, monthly bed weed control

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Paradise Park

Acreage: 8.5

Location: 606 Paradise Ln

Category: 4

Currently Maintained By:

Full and part time staff and contracted snow removal

Current Service Level:

Mow weekly, trash removal 3 times per week, graffiti and vandalism repair, yearly path maintenance, and snow removal

Primary Users/Uses:

Passive area, walking and fishing

Snow Removal Requirements:

Walking trail from Blueberry Park to Butler Lake Park

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Yearly tree trimming

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Paul Neal Park

Acreage: 6.9

Location: 1251 Newcastle Dr

Category: 3

Currently Maintained By:

Full and part time staff

Current Service Level:

Mow weekly, trash removal and playground check 3 times per week, seasonal bed weed control, mulch and edge beds yearly, tree and shrub maintenance, playground maintenance, tennis court maintenance, path maintenance and graffiti and vandalism repair

Primary Users/Uses:

Playground, pavillion, tennis court, open turf for sports teams, and walking trail

Snow Removal Requirements:

Plow walking trail

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Mulch and edge beds before Memorial day, yearly aerate and overseed, yearly tree trimming, yearly turf fertilizer and turf weed control, monthly bed weed control

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Red Top Park

Acreage: 24.5

Location: 900 Red Top Dr

Category: 4

Currently Maintained By:

Full and part time staff

Current Service Level:

Mow weekly, trash removal 3 times per week, graffiti and vandalism repair, and yearly path maintenance

Primary Users/Uses:

Passive area, walking and fishing

Snow Removal Requirements:

N/A

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Yearly tree trimming

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Riverside Park

Acreage: 36

Location: 700 Riverside Dr

Category: 3

Currently Maintained By:

Full and part time staff

Current Service Level:

Mow weekly, trash removal and playground check 3 times per week, seasonal bed weed control, mulch and edge beds yearly, tree and shrub maintenance, playground maintenance, path maintenance and graffiti and vandalism repair

Primary Users/Uses:

Playground, ball fields and canoe launch

Snow Removal Requirements:

Plow walking trail

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Mulch and edge beds before Memorial day, yearly aerate and overseed, yearly tree trimming, yearly turf fertilizer and turf weed control, monthly bed weed control

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Sunrise Rotary Park

Acreage: 1.2

Location: 250 N. Milwaukee Ave

Category: 1

Currently Maintained By:

Full and part time staff and contractual

Current Service Level:

Mow weekly, trash removal and playground check 6 times per week, weekly weed control, edge beds monthly, mulch beds yearly, playground maintenance, turf fertilization and turf weed control, hardscape maintenance, tree, shrub and flower bed maintenance, irrigation maintenance, graffiti and vandalism repair, special event needs, gazebo maintenance, and snow removal.

Primary Users/Uses:

Playground and open turf area used by St. Joseph's Church and Libertyville Days carnival rides

Snow Removal Requirements:

Sidewalk along Milwaukee Ave

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Yearly tree trimming, yearly aerate, overseed and fertilize, and water center of park to establish turf.

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Timber Creek Park

Acreage: 9

Location: 1918 Darnell St

Category: 3

Currently Maintained By:

Full and part time staff

Current Service Level:

Mow weekly, trash removal and playground check 3 times per week, seasonal bed weed control, mulch and edge beds yearly, tree and shrub maintenance, playground maintenance, and graffiti and vandalism repair

Primary Users/Uses:

Playground and pavilion

Snow Removal Requirements:

N/A

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Mulch and edge beds before Memorial day, yearly turf fertilizer and turf weed control, yearly tree trimming, monthly bed weed control

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Willis Overholser Park

Acreage: 6.7

Location: 1500 Virginia Ave

Category: 3

Currently Maintained By:

Full and part time staff

Current Service Level:

Mow weekly, trash removal and playground check 3 times per week, seasonal bed weed control, mulch and edge beds yearly, tree and shrub maintenance, playgroundm maintenance, and graffiti and vandalism repair

Primary Users/Uses:

Playground, ball field, and open turf area for team sports

Snow Removal Requirements:

N/A

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

Mulch and edge beds before Memorial day, aerate and overseed, yearly turf fertilizer and turf weed control, yearly tree trimming, monthly bed weed control

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Walking/Bike Trails

Acreage: 3.8

Location: Libertyville

Category:

4

Currently Maintained By:

Full and part time staff and contracted snow removal

Current Service Level:

Mow weekly, trash removal 3 times per week, yearly path maintenance, and snow removal

Primary Users/Uses:

Walking and biking passive areas

Snow Removal Requirements:

Walking trail from Winchester Rd to Stiles Park and Neal Park. From Bolander Park to Butler Park to Paradise Park to Blueberry Park.

P&R Committee Recommended Service Level:

This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:

None

RFP Service Level:

After discussion this will be decided to determine the scope of work that should be included in the RFP.

Village Sign Beds

Acreage: 0.1 0.1 **Location:** 176 West, 176 East,
21 North, 21 South **Category:** 3

Currently Maintained By:
Full and part time staff and volunteers

Current Service Level:
Water and fertilize plants, pull weeds, and trim roses. Plantings and plants have been donated the past 3 years.

Primary Users/Uses:
Aesthetics and Village information for motorists

Snow Removal Requirements:
N/A

P&R Committee Recommended Service Level:
This description will help ensure that the level of service is what the committee would like to see and help in the scope of work part of the RFP.

Staff Recommended Additions to Bring Up Service Level:
None

RFP Service Level:
After discussion this will be decided to determine the scope of work that should be included in the RFP.

Libertyville Parks

Improvements proposed by staff

Name	Size	Category	Mulch and Edge Beds before Memorial Day	Weed Beds Monthly	Weed Beds Weekly	Weed Beds Monthly	Yearly Tree Trimming	Yearly Turf Fertilizer and Weed Control	Yearly Aeration and Overseeding	Amenities	Comments
Adler Memorial	101.5	2	●			●	●	●		frisbee golf, pavilions, sled hill, lodge	
Adler Memorial Pool	0.7	1								concessions, volleyball, sun area	
Blueberry	9	3	●	●	●	●	●	●	●	quiet secluded park	
Bolander	5.3	3	●	●	●	●	●	●	●	Administrative Offices, hockey rink	
Butler Lake	58.4	2	●	●	●	●	●	●	●	band shell, football, baseball, fishing	
Canterbury	12	3	●	●	●	●	●	●	●	large open practice field area	
Charles Brown	21.5	3	●	●	●	●	●	●	●	handicapped accessible playground	
Cook Memorial	1.7	1								Ansel B. Cook House	
Duane Laska	1.1	3	●	●	●	●	●	●	●	neighborhood park	
Gilbert Stiles	3.5	3	●	●	●	●	●	●	●	quiet secluded park	
Greentree	8	3	●	●	●	●	●	●	●	open practice field area	
Jo Ann Eckmann	4.8	3	●	●	●	●	●	●	●	open practice field area	
Kenloch	0.42	3	●	●	●	●	●	●	●	neighborhood park	
Nicholas-Dowden	17.9	2	●	●	●	●	●	●	●	in-line / ice hockey rink, bathrooms / walking paths	
Paradise	8.5	4									
Paul M. Neal	6.9	3	●	●	●	●	●	●	●	includes a shelter for shade	
Red Top	24.5	4								open area and ponds	cattail removal recommended
Riverside	36	3	●	●	●	●	●	●	●	golf course, pool, clubhouse	
Sunrise Rotary	1.2	1								gazebo and playground	services not currently performed under existing contract
Timber Creek	9	3	●	●	●	●	●	●	●	neighborhood park with pavilion	
Willis Overholser	6.7	3	●	●	●	●	●	●	●	large, open practice field area	
Walking/Bike Trails	3.8	4								through parks and around Butler Lake	
Village Sign Beds	0.1	3	●							entry signs with plantings	no edging / only weeding

Libertyville Parks Division Category Descriptions

1. Turf Mowing increase services at 3 locations

This applies to Adler Pool, Village Hall, and Cook Park

- Wide area and trim mowing is performed Monday-Friday with each park being mowed once a week
- Refuse and tree branch pickup is done every time before mowing
- Grass and debris dispersal from sidewalks and parking lots is performed every time a park is mowed
- Edging around sidewalks, fixtures, and 18 play grounds is performed every week with each mowing
- Tree branch pruning is performed to mow under the trees as needed
- Leaf and grass mulching is done in the spring and fall to alleviate the removal of excess grass clippings and fall leaf pickup
- The mowers and string trimmers are cleaned at the end of the day Monday-Friday for maintenance purposes
- The mower bearings and assemblies are greased once/week along with an oil, radiator, hydraulic fluid and tire pressure check
- Mower blades are sharpened once/week

2. Turf Care increase services at 4 locations

This applies to Adler Pool, Village Hall, Schertz and Cook Park

- Fertilize Village Hall, Cook park, Schertz, Adler pool yearly
- Apply weed controls as needed at Village Hall, Cook park, Schertz, and Adler pool
- Apply insect and disease controls as needed only on the highly used parks such as Cook and Adler
- Seed and dethatch turf areas as needed in all the parks, this can vary greatly from year to year with last year at 1 acre of turf area
- Aerate worn out areas as needed in all the parks, this varies greatly from year to year, with last year only aerating about 1 acre of turf.
- Restore Cook Park after Libertyville Days and other large events as needed

Libertyville Parks Division Category Descriptions

3. Pool Maintenance increase services to improve maintenance

Adler Pool has 1 Main, 1 Dive, and 1 Plunge pool
Riverside Pool has 1 Main, and 1 Toddler pool

- Perform pool startup and shut down procedures in the spring and fall
- Pool startup includes inspection, cleaning, repairs and water chemical balancing.
- Pool shut down includes winterization of all water systems such as, the pool, pumps, filters, toilets, showers, sinks and surge tanks
- Daily monitoring of the chemical balance of each pool
- Adherence to the federal and state regulations involving the necessary monitoring and documentation
- Perform ongoing electrical, plumbing and HVAC repairs and maintenance on the pool buildings every day as needed
- Maintain and repair the food vending and preparation equipment
- The pools lounge chairs, canopies, fencing, signs and other amenities are maintained and repaired as needed
- Inventory and stock supplies weekly, including pool chemicals, cleaning supplies, and other misc. items necessary for the operation of a pool facility
- Winter maintenance consists of cleaning, rebuilding, repairing, and painting the pumps, filters and other pool building structures.

4. Building Maintenance increase services to improve structures

- Perform electrical and plumbing work, such as, outlet repair, lighting repair, toilet, sink and shower repair as needed at 8 various locations. 4 locations have bathrooms open to the public with 3 open 24 hours a day 7days a week
- Repair building doors and windows, such as door locks, hinges, screens and broken windows.
- Perform inspections and maintenance on the heating, ventilation and air conditioning systems monthly and repair as needed on 5 buildings at 5 different locations
- Visually inspect and repair emergency lights, exit lights, AED's, sump pumps, timers, and parking lot lights
- Painting, carpentry and structural work are done as needed
- Contract out services we do not supply in house and oversee those contractors
- Repair vandalism damage
- Inventory and maintain building janitorial supplies
- Treat rodent and insect problems as needed
- Startup and winterize 7 separate building water systems

Libertyville Parks Division Category Descriptions

5. Custodial Care

Includes the cleaning of 26 structures at 9 different locations

- Clean 3 sets of bathrooms, spring through fall, one set at Nicholas Dowden, one at Butler Lake and one at Adler lodge
- The bathrooms are cleaned 6 times/week during the peak summer season, (Memorial Day to Labor Day), and 2-3 times/week before Memorial Day and after Labor Day
- Clean the Parks maintenance, Bolander garage, and Riverside storage sheds as needed
- Clean Crawford Warming House, Adler Lodge, and Bolander dance studio as needed pending recreational programming and rentals in the winter months. Perform additional cleaning not covered under the cleaning contract.
- Clean the 6 pavilions and 1 band shell as needed

6. Landscape Maintenance increased at 4 locations

This applies to Adler Pool, Village Hall, Schertz and Cook Park

- Edge and mulch trees at least once per year
- Weed, edge and mulch landscape beds using manual and chemical controls as needed
- Prune, and install shrubs, flowers, and perennials in the Parks and Villages sign beds
- Trim the underbrush along several miles of bike path and re-grade the gravel or mulch paths in the parks
- Mulch and trim the walking path around Butler Lake
- Clean 28 parking lots and curbing as needed
- Water and weed the perennials and flowers in the sign beds at 7 locations twice/week or as needed
- Water trees under drought stress in the parks and by the Downtown parking garage once/week and trees purchased with grant funding for 3 years
- Build and repair paver walks and walls at Adler, Butler, Cook and Nicholas Dowden parks

Libertyville Parks Division Category Descriptions

7. Tree Care increased services due to the EAB

This includes the general care of the Village's 11,700 parkway and 2,000 park trees. It also addresses the needs of 22,000 residents and their private trees.

- Plant, remove and prune trees on Village parkways, Parks, and at Village building sites
- Perform service calls (3 yr. avg. of 509 per year) and inspections for permit requests (3 yr. avg. of 105 per year)
- Act as a resource for the residents and answer their questions
- Assist with code compliance issues
- Maintain a free mulch pile for Village residents and businesses
- Prune or remove hazard trees owned by the Village
- Prune or remove trees and branches obstructing traffic control devices and lines of sight
- We maintain the records and apply for the Tree City program, Arbor Day Foundation, and federal tree grants
- Maintain computer records, files, emails, service calls, call logs, insurance claims and warranty information for the residents and Village correspondence
- Perform storm damage cleanup of the Village's parkway trees, Parks trees, and residents private trees for every storm
- Grind tree stumps and restore parkways

8. Ice Rink Maintenance

This includes all maintenance for 3 free ice skating rinks and 2 free hockey rinks

Startup:

- Perform seasonal construction of the rinks this includes any re-grading and seeding of the rinks
- Remove the leaves and debris and mow the turf down before the first snow fall
- Plug the drains on the land rinks and let nature fill them
- Repair the walls, gates and fencing at the Bolander rink and install rubber matting leading to both Bolander and Adler rinks
- Install an ice rink liner on the Bolander rink to convert from roller hockey to ice hockey and fill with water
- Build layers of ice with fire hose for a solid smooth base
- Install the hockey goals, picnic tables and garbage cans before the rinks open

Maintenance:

- Broom the snow and ice shavings off daily that is created from the skaters and new snowfall this usually takes 3-5 hours/time
- Resurface the rinks with fresh water/ice daily or as needed dependent upon use

Shut down:

- Unplug the drains and remove any debris
- Remove the nets, matting, picnic tables, garbage cans and liner
- Clean the Bolander rink walls of remaining tape residue from liner installation

Libertyville Parks Division Category Descriptions

9. Snow Removal

(FT Avg. 842 / PT Avg. 0)

We perform snow removal and salting of walks in the downtown community business district and salt and plow 6 parking lots.

- Perform snow removal at Adler, Bolander, Bolander, Riverside, Butler and Nicholas Dowden parking lots
- Remove snow and salt sidewalks at Village Hall, Downtown Parking garage, Schertz, Bolander, Bolander, Riverside, Adler, and the Downtown Community Business District
- Install and remove sidewalk markers
- Clear and salt the corners of Cook Ave and Church St abutting Milwaukee Ave
- Provide openings along Milwaukee Ave through the snow banks for parked cars in the Downtown area

10. Playground Maintenance

The Village has 18 Playgrounds in 21 parks with 92 garbage cans and 110 picnic tables in those parks

- Perform formal IRMA required safety inspections
- 5 days a week informal inspections are performed along with graffiti and vandalism inspections
- Graffiti and vandalism repairs are performed as needed
- Weeding and re-grading the mulch areas under the playground equipment and sweeping the sand back into the sand play areas occurs as needed
- Place garbage cans and picnic tables in the parks on a seasonal basis
- Remove in winter all the garbage cans and lids to clean, repair and paint
- In the winter clean, repair and refinish 1/3 of the picnic tables
- Perform playground and park sign installation and repairs as needed

Libertyville Parks Division Category Descriptions

11. Recreation Support increased services with Main Street

This includes any assistance necessary to facilitate the needs of the Recreation department, its programming, and the events Main Street hosts. Such as:

- Blueberry Hill Subdivision picnic: Supply tables and cans
- Recreation Events: Hang signs at Adler, Bolander, and Butler on a seasonal basis. The needs change so it is very hard to list individual events this also includes events at the Sports Complex
- Libertyville Days: Install snow fence and extra picnic tables for event. Remove fence and extra tables, clean up debris, restore damaged turf in Cook park, and clean and prep golf cart, truck and trailer for parade
- Dog Days of Summer: Extra picnic tables and cleanup/repair any damages
- Cigar and Wine Festival: Drop off snow fence and stakes
- Farmers Market: Extra debris cleanup for 18 weeks
- Out to Lunch: Extra debris cleanup for 9 weeks
- Fourth of July Fireworks and Concert at Butler Lake: Weed beds, mulch beds, clean lots, bring in extra picnic tables and cans, clean band shell and bring in band chairs, hang snow fence and set up barricades, then pick up fire works debris in the park and parking lots and return everything used for the event. Also restore turf as needed

- Goose is Loose: Hang snow fence and supply extra tables
- First Fridays on Main Street: Hang Banner once a month
- Lets Wine About Winter: Extra snow cleanup and salting
- Summer Band Concert in Cook park: Supply and remove band chairs on Thursday evenings
- Activities at the Civic Center: Supply mulch for their beds, labor to move equipment, extra snow removal, etc...
- Sports Complex events: Supply snow fencing, staffing, barricades, cones, tables and cans, extra cleaning before and after the events.

12. Holiday Decorations

This includes decorating the downtown area for Christmas
*The light pole Banners are under 17 Miscellaneous

- Light Cook tree with over 25,000 lights
- Install and light Sunrise Rotary Gazebo tree
- Install picket fence sections for big tree and Cook Mansion
- Install two sleighs and supply wrapped gift boxes
- Hang garland and bows on fencing and at 10 other locations
- Perform tree lighting ceremony
- Decorate inside Village Hall

Libertyville Parks Division Category Descriptions

13. Sports Field Maintenance

This includes the maintenance of our 14 ball fields, two roller hockey courts, 1 volleyball court, 3 basketball court, and 7 tennis courts.

- Add clay and level Odom Ball Field at Butler twice/year
- Supply clay for the other fields as needed
- Groom and chalk for games, twice a week at Butler
- Paint out field lines on 5 fields biweekly
- Install base posts/sleeves as needed on the fields
- Repair fencing, backstops and signs as needed
- Hang and repair the nets on the basketball, volleyball, and tennis courts and repair the hockey goals as needed
- Turf repairs, weeding and debris cleanup are under other category listings

14. Golf Course Support

This includes support before and after the contractual dates and other assistance not listed in the contract. *It doesn't include contractual supervision, guidance, or management activities, these are under Miscellaneous

- The pruning and or removal of branches and trees at the course
- Remove tree storm damage
- Mowing and landscaping done outside the contractual dates

Libertyville Parks Division Category Descriptions

15. Waste Collection

This includes the following activities at all 20 parks, bike paths, sports fields, and playgrounds:

- Refuse collection on grounds and from garbage cans and Mutt Mitt refills 6 days a week during the peak of summer
- Branch collection on grounds once a week
- Pine cone and dog poop cleanup once a week
- Bathroom cleaning 5 days/week— also shared under Custodial Care
- Vandalism repairs about once a month or more often as needed
- Graffiti removal about once a week on tables, playgrounds, buildings etc.
- Informal playground safety inspections 5 days a week
- Hand pulling of weeds in playground areas as needed – also listed under landscaping
- Leaf removal from playground areas in the fall – also listed under landscaping

16. Equipment Maintenance

This includes maintenance and repairs on about 110 pieces of Parks equipment including some pieces from Sports Complex
* Equipment work for the sports complex is listed under a different category.

- Preventive scheduled maintenance
- Emergency repairs and breakdowns
- Seasonal installation and winterization of mowing equipment
- Seasonal installation and storage of snow equipment
- Sharpening chainsaw blades, mower blades, and chipper blades
- State and in house truck, trailer and equipment inspections
- Truck and equipment cleaning and greasing
- Some office, computer, and sales work
- Vehicles are maintained by Fleet Services

Libertyville Parks Division Category Descriptions

17. Miscellaneous increased with contractual obligations and Grant writing

This is our administrative and catch all category it includes:

- Most administrative duties such as; paperwork, phone calls, emails, follow up, filing, computer work, tracking, etc. to work with the residents, Village departments, salespeople, research, contractors, governments, utility companies etc. for pools, trees, mechanical, supervisory etc.
- Team meetings, staff meetings and departmental meetings
- License and certificate training and seminars
- **Safety training, meetings, and Job Safety Analysis reviews has increased**
- **Contractor meetings and follow up has increased**
- **Banner and flag installation and removal has increased**
- Wooden and plastic style fence repairs
- Parking bumper and lot maintenance - shared with landscaping
- Maintaining our in house soil/compost pile
- Ordering, delivering, and picking up parts and supplies
- Maintenance and repairs on the lightning detection systems we have at 3 different locations
- Oversee Eagle Scout Projects

18. Sports Complex Maintenance

This includes support before and after the contractual dates and other assistance not listed in the contract. *It doesn't include contractual supervision, guidance, or management activities, these are under Miscellaneous

- Maintenance on Sports Complex equipment used by parks staff
- The pruning and or removal of branches and trees as needed
- Tree storm damage
- The transportation of equipment to and from the parks maintenance shop and complex
- Assisting with set ups and take downs of events
- Assist in repairs or maintenance as required due to employee illness and vacation

Libertyville Parks Division Category Descriptions

19. Lake, Pond, and Creek Maintenance

This includes efforts to keep the following Villages waterways clean and clear:

Butler Lake
Butler Lake near Paradise Park
Bull Creek
Des Plaines River near Riverside park and golf course
Two ponds at Libertyville golf course

- The removal of beaver dams, 1-2 times a week as needed
- Debris and carcass removal from waterways
- Shoreline cleanup
- Tree removal and protection
- The use of aquatic vegetation controls
- Water feature installation, maintenance and removal

20. Downtown Maintenance

This includes maintenance done in the Community Business District and on the 13 Village irrigation systems:

- Butterfield Rd. – 3 systems
- Nicholas Dowden Park – 2 systems
- Community Business District 3 systems
- Cook Park – 1 system
- Parking structure – 1 system
- Adler pool area – 1 system
- Sports complex – 2 systems, assist contractor as needed
- Start up and repair of these irrigation systems
- Biweekly monitoring and adjustments to the systems
- Operational repairs from sprinkler head breakage, water leaks, electrical shorts, etc.
- Fall shut down and system blowouts for the winter
- Check quality and counts of downtown flowers installed by contractor
- Weed control along sidewalks and amenities
- Repairs to garbage cans, benches etc.

SERVICE SOURCING ANALYSIS

Parks and Recreation Outsourcing Review

Services	Currently Maintained by		Full-time	Part-time	Contract	Full-time	Future Maintenance Approach			Future Frequency
	Full-time	Part-time					Part-time (summer, seasonal or year-round ¹)	Fixed Price Contract	Time and Materials	
Mowing (includes string trimming near buildings and sidewalk as well as blowing)	X	X	X (select high profile locations)	X (select high profile locations)		X (majority of locations)			Weekly (twice weekly special event in select locations)	
Trash Removal	X	X							Multiple times per week (frequency varies by location)	
Restroom Cleaning	X	X							Multiple times per week (frequency varies by location)	
Weed Removal (from flower beds and tree rings)	X	X							Weekly	
Bed Edging	X	X							Approximately 3 times per year (frequency varies by location)	
Aeration and Over Seeding	X	X							Once per year	
Playground Walkthrough (look for items that need repair or removal)	X	X							Multiple times per week – at some time as trash removal	
Playground Maintenance	X	X							As needed	
Turf Fertilization and Weed Control	X	X							Twice per year. May not save money by outsourcing.	
Hardscape Maintenance	X	X						X (if large repair needed)	As needed	
Tree and Shrub Maintenance (Trees < 20 ft)	X	X						X (separate from mowing contract)	<ul style="list-style-type: none"> Trees once per season Shrubs once per season Evergreens twice per season 	

SERVICE SOURCING ANALYSIS

Parks and Recreation Outsourcing Review

Services	Currently Maintained by		Future Maintenance Approach			Future Frequency		
	Full-time	Part-time	Contract	Full-time	Part-time (summer, seasonal or year-round ¹)		Fixed Price Contract	Time and Materials
Flower Bed Maintenance	X	X	X		X (select high profile locations)	X		Weekly
Irrigation Maintenance	X	X		X				As needed
Graffiti and Vandalism Repair	X	X		X (more skilled)	X (simple)			As graffiti is found. Will search for graffiti daily when empty trash.
Special Events	X	X		X	X			As needed
Snow Removal			X	X (select areas)			X (either under existing contract or additional contract)	As needed
Spring Cleanup – separate from beds and turf cleanup				X	X			When leaves need to be removed from pools and/or tennis courts

¹ Three types of part-time employment would be possible.

- Summer: June -> August
- Seasonal: May 1st to Nov 15th (approximately)
- Year-round: Village has not previously been aggressive in looking for this type of position. Will also need to research unemployment rules.

Libertyville Parks

2013 Current Work Load

Staff Member	Full-Time / Part-Time	Mowing	Turf Care	Pool Maintenance	Building Maintenance	Custodial Care	Landscape Maintenance	Tree Care	Ice Risk Maintenance	Snow Removal	Playground Maintenance	Recreation Support	Holiday Decorations	Sports Field Maintenance	Golf Course Support	Waste Collection	Equipment Maintenance	Miscellaneous	Sports Complex Maintenance	Lake, Pond and Creek Maintenance	Downtown Maintenance/Irrigation	Potential Add'l Work
FT #1 - David Thornborough	FT																					<ul style="list-style-type: none"> Tree Care Building Maintenance Equipment Maintenance Banner installations Mainstreet Event Support Recreation Support Lake Pond and Creek Maint Support for S&U Staff Support for other Department Staffs
FT #2 - Dennis Malusek	FT																					
FT #3 - Karl Moeser	FT																					
FT #4 - Dave Heurich	FT																					
FT #5 - Tommy Govekar	FT																					
FT #6 - Jeff Fanella	FT																					
FT #7 - Victor Bobadilla	FT																					
FT #8 - Rosalio Ayala	FT																					
PT #1 - # 5-Part Timer	PT																					

Filled circle More than 500 hours
 Half filled circle More than 250 but less than 500 hours
 Empty circle More than 50 but less than 250 hours
 blank cell Less than 50 hours

Majority of work is outsource candidate
 Portion of work is outsource candidate

Hours worked in each category in 2012/Does not include any OT hours

All Part Time Hours are combined in 2012

* All Full Time Staff have the ability to perform all additional recommended work/see previous Improvements Proposed by Staff Submittal

Parks Department Employee and Position Reductions Since 2008		
Position and Location	Year/Reduced	Hours Worked

Parks

Assistant Superintendent Position/ Full Time/Parks	2008	2080
Robbie Blum/Full Time/Parks/replaced with Victor/GC	2011	0
Jose Guzman/Seasonal/Parks	2010	1000
5 Summer Staff/Parks/500 hours per year	2010	2500
	Total Hours Reduced	5580

Sports Complex

Brian Evans/Full Time/SC	2010	2080
Dave Lodesky/Full Time	2011	2080
Duane Gantz/Full Time	2011	2080
Mark Callow/Seasonal/SC	2010	1000
2 Summer Staff/Sports Complex/500 hours per year	2010	1000
	Total Hours Reduced	8240

Golf Course

Victor Bobadilla/Full Time/GC	2011	2080
Alfio Gomez/Seasonal/GC	2010	1000
1 Summer Staff/Golf Course	2010	500
	Total Hours Reduced	3580

Notes:
 Most of the Sports Complex reductions are now outsourced
 Golf Course was outsourced in 2011 and 2012 and leased in 2013

Memorandum

To: Members of the Parks and Recreation Committee and Advisory Commission

From: Connie Kowal, Director of Recreation and Sports Complex

Date: July 31, 2013

Subject: Dog Days of Summer Follow-up

Bill Kaiser promoter of the recent Dog Days of Summer 2013 event will be present to discuss the highlights and post event recap of Dog Days of Summer.

5th Annual Dog Days of Summer-July 11-14, 2013

Follow-up Report

The event went smoothly, with no problems. This year, weather was in the 80's with low humidity. Attendance was excellent with estimates of 300-400 Thursday, 1000-1200 Friday, 1500-1800 Sat & Sun for totals of approximately 4300-5200. Set-up was the same as last year with the PNC Bank Parking Lot-Extreme Dog Park, Cook Park-Individual Merchant Events and vendors, Civic Center Parking Lot-Auto Dealerships St Lawrence Doggie Water Park.

This was the first year it was a National Event and we attracted 142 DockDogs from 5 states, 27 of whom are in the top 100 in the country. Griz a Belgium Malinois set a World Record in the Extreme High Jump of 8'4". This year 22 Libertyville dogs jumped in the official national competition, up from 14 last year. Much of this is due to the "Fun Jump" on Thursday which cultivates new jumpers.

Individual Merchant Events

Thursday: Fun Jump-87 Dogs Registered

Friday: Opening Ceremonies-500-600 people

Mickey Finn's "Rock Cook Park"-50-120 constant crowd

Saturday: Sheriff's K-9's 150-200 people (no car in Cook Park)

Serendipity's Doggie Fashion Show-38 participants

How impressive's Doggie Parade-62 participants

Forest Bootery's Family Fun -42 participants

Fines Dog Pie Hurl-27 participants

Sunday: Save-A-Pet's Petlathon 327 Dogs (600-700 people 2 ½ Blocks long)

Libertyville Sports Complex Exercise with your Dog-14 participants

St Lawrence Episcopal & Holy Cross Lutheran -Pet Blessing Ceremony 230 Dogs (400-500 people)

Frisbee Dog's 100-200 people

Rory Tyer Band 150-200 people

MainStreet Merchants

MainStreet Merchants had an "Arf Walk" with Plywood dogs decorated and Dog's Welcome signs on their windows which encouraged dog friendly shopping and dining. Merchants reported excellent sales all 4 days.

Crowd Survey

827 Total people - Last year's numbers in ()

Libertyville Residence 41% (48)

Male 40% (35%) Female 60% (62)

Age 25 lower 15% (15)

25-45 35% (31)

46-55 19% (21)

56 and older 31% (33)

How likely are you to Visit a Merchant today 92% (87)

1st Time in Libertyville 12%

How likely are you to return for shopping or dining 98%

Rate Overall Event 9.4 (9.1)

How did you hear about Dog Days

Newspaper 11% (18)

Friends/Family 24% (23)

Signs 25% (28)

Radio 2% (0)

TV 12% (0)

Facebook 14% (8)

Other 12% (21)

Press Coverage

This year an extensive personalized media campaign was launched and it turned out to be very successful. Vince Geresole CBS-TV and Ana Belava WGN-TV The Around Town Segment covered the event early Friday for 2 hours each. We would have had ABC-TV but I had to turn them down because it would have conflicted with CBS and WGN's broadcast. We were live Friday also on WILROCK 95.1 Radio. We received front page and large articles both before and after the event in the Tribune, TibLocal, Libertyville Review, Daily Herald and the Lake County News-Sun.

Highlights

Rock in Cook Park: A dozen 7 to 8 year olds dancing and singing to a Kate Perry song.

CBS News TV & WGN News TV

Libertyville in the World Record Book

Next Year

Dates July 10-13, 2014

Changes: No RV parking Civic Center. No parking Mayors lot. Arrange city and Groot garbage pick-up late Friday after 1st Friday. Exercise in the Park becomes "Stretch & Warm-up with Your Dog"

8-9:30am Sunday before the Petlathon.

Possible additions: In talks with Flyball Dogs and Frisbee Dogs to hold their Official Tournaments in Rotary Park during Dog Days.



LIBERTYVILLE

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BULLETIN BOARD: A POST FROM THE COMMUNITY

World Record Set in Libertyville

Email 0



Bill Kaiser owner of Pampered Pup'z with Griz a Belgium Malinois and owner Tony Lampert on the Dock after Griz tied the World Record in the Extreme Vertical with a jump of 8'4" high. (Posted By WILLIAM KAISER, [Community Contributor](#) / July 16, 2013)

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Posted by WILLIAM KAISER, Community Contributor

8:22 a.m. CDT, July 16, 2013

Griz, a Belgian Malinois tied the World Record in the Extreme Vertical with a jump of 8'4" high this weekend at Libertyville's Dog Days of Summer. Libertyville is the site of the National DockDog Regional Competition. Bill Kaiser owner of Pampered Pup'z who produces Dog Days of Summer said "Griz just took off like a rocket; it looked like he was going to the moon!"

Link to DockDogs site for official announcement and video:

http://blog.dockdogs.com/2013/07/13/extreme-vertical-world-record-tied-8ft-4in-tony-lampert-griz/

Email 0

MORE FROM TRIBUNE

Radio show personality Kidd Kraddick died of cardiac arrest -coroner

Experts expected to steer Lake Shore Drive away from being a superhighway

What to do when you get pulled over

Quinn signs law expanding gym class exemption for disabled students

Car CD players head toward extinction

FROM AROUND THE WEB

8 Restaurant Meals That Are Bad for Your Heart (Health Central)

8 Things You Didn't Know About Restless Legs Syndrome (Health Central)

Gang arrested for Rolex rampage using pwned Amex Black card (CSO)

Jonathan Toews Has A Hot Girlfriend (Rant Sports)

Watch the most hilarious comedy that everyone is talking about (Hulu)

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symptomfind.com/CosmeticDentalCare

TODAY'S FLYERS

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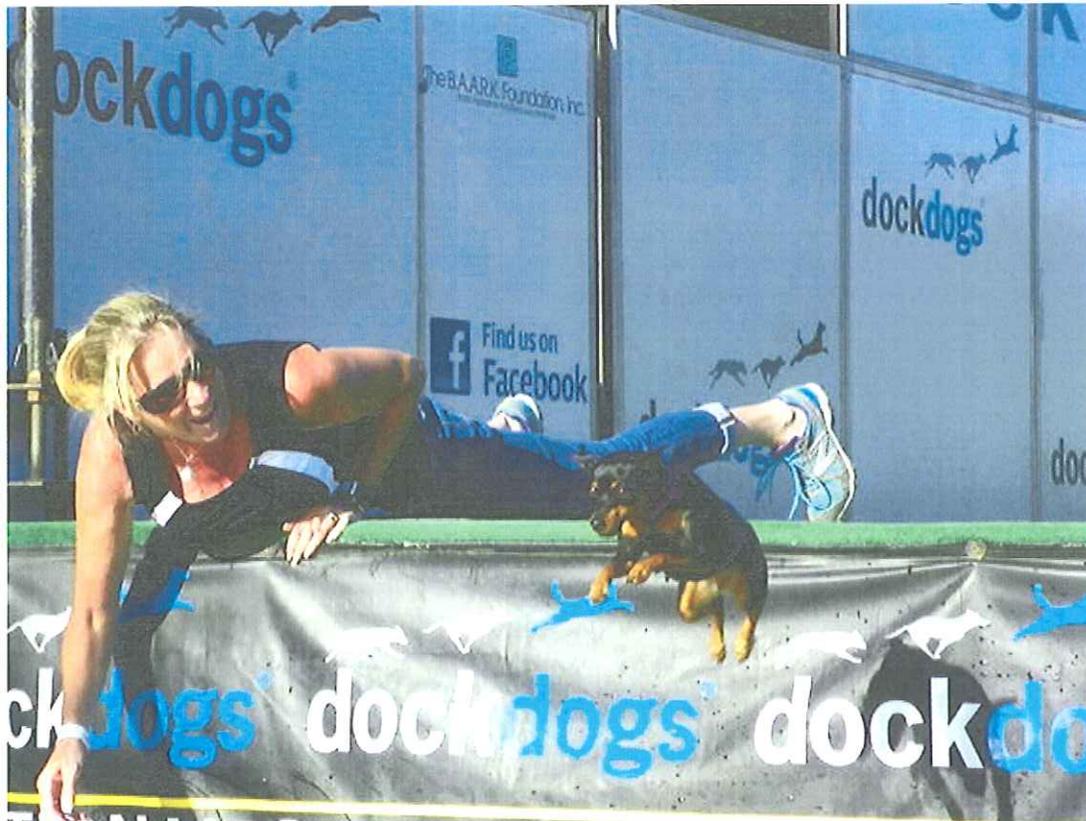
BULLETIN BOARD: A POST FROM THE COMMUNITY

Libertyville's Big Air Dog Jumping Competition



Email

0



Gail Weil encourages Lexi onto a tie for a first place jump (Posted By WILLIAM KAISER, [Community Contributor](#) / July 16, 2013)



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Posted by WILLIAM KAISER, **Community Contributor**

1:52 p.m. CDT, July 16, 2013

Libertyville's Big Air Dog Jumping Competition ends in a tie for first place. Brooks, a Pit Bull with owner Ben Lovinger and Lexi, a Min Pin with owner Gail Weil both pleased a crowd of over 1000 people at last Friday night's local dog jumping competition. In this competition, dogs run down a 40 foot dock and jump into a 27,000 gallon pool of water for distance. The dog with the longest jump... The Big Air Dog, wins! Brooks wowed the crowd with a jump of 16'. Lexi was reluctant at first, but with crowd support darted to a distance of 4 feet. With the multiplier factor because of Lexi's petite size, she tied with Brooks. Bill Kaiser owner of Pampered Pup'z and producer of Dog Days of Summer said "Both dogs received 1st Place awards and a loud and long standing ovation from the crowd".

Email 0

MORE FROM TRIBUNE

Radio show personality Kidd Kraddick died of cardiac arrest -coroner

Chicago Overnight Report

What to do when you get pulled over

Body of best man in fatal Hudson River crash found; driver charged with manslaughter

Why big is beautiful

FROM AROUND THE WEB

8 Restaurant Meals That Are Bad for Your Heart (Health Central)

British Man Caught with Prostitute Gives Police Lamest Excuse Ever (First to Know)

Beloved Athletes Who Are Actually Jerks (Bleacher Report)

Watch the most hilarious comedy that everyone is talking about - (Hulu)

8 Things You Didn't Know About Restless Legs Syndrome (Health Central)

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Memorandum

To: Members of the Parks and Recreation Committee and Advisory Commission

From: Connie Kowal, Director of Recreation and Sports Complex

Date: July 31, 2013

Subject: Butler Lake Fishing Pier

Staff was anticipating the contractual installation of the new pier being performed by Captain Rods (Seawalls Unlimited). Final approval of this work was made on 6/7/13 and the contract was signed. Captain Rod did not submit the proper insurance credentials as required by the Village. After several repeated discussions by staff as well as our IRMA insurance representative with Captain Rod it was clear that he was not interested in supplying the proper insurance. He was given until 7/15/13 to provide these documents after receipt he would begin the work. No documents were received.

Staff is currently working with Supreme Seawall Designs to see if they are still willing to replace this pier at the same cost quoted by Captain Rods (\$15,000.00). SSD has been contacted and we are waiting on a response.

Memorandum

To: Members of the Parks and Recreation Committee and Advisory Commission

From: Connie Kowal, Director of Recreation and Sports Complex

Date: July 31, 2013

Subject: Butler Lake Band Shell

Renovations to the Butler Lake Bandshell were planned for during the fiscal 2012-2013 budget. Even though the work did not take place, the budgeted monies for these renovations were carried over to the 2013-2014 fiscal year for fulfillment.

Staff is preparing specifications and the documents to put this out to bid in late October-Early November. Staff feels that this will allow better pricing to perform this work as contractors of this nature typically are less busy at this time of year.

Connie Kowal

From: Kevin Bowens
Sent: Friday, July 12, 2013 3:07 PM
To: Jim Barlow
Cc: Connie Kowal; David Thornborough; John Heinz; Drew Cullum; Julie Fanning
Subject: Butler Lake Band Shell
Attachments: image001.jpg

Jim, based on our meeting earlier this week to clarify the status of the Butler Lake Band Shell, please move forward with obtaining proposals for the demolition of the band shell structure, with the exceptions of the storage and electric building and concrete pad/floor. The bids should then be reviewed at an upcoming Parks and Rec Committee meeting and then a recommendation to the Village Board. Since we carried this over from last year's budget we need to make sure we complete in this fiscal year.

I believe this corresponds with the direction we received over several meetings with the Parks and Rec Advisory Commission and Parks and Rec Committee.

Two other items we discussed: 1) check with Julie to see if she has any info or recalls the conversation(s) with the Robbins Family – I believe they were OK with our plans as long as the plaque remains on the storage building wall; and 2) please prepare a separate recommendation what landscaping and roofing work will be needed to improve the appearance of the storage building which will be left standing. Thanks. Kevin



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

The Williams K. Robbins Memorial Band Shell is located on the island within Butler Lake Park. The bandshell was originally built as the Libertyville Community Bandshell in the 1960's and was used by a variety of community bands and vocal groups including the Hough Vocalaires. The Community Band Shell was turned over to the Village of Libertyville June 6, 1969 and the Village Trustees decided to rename and dedicate the structure as the William K. Robbins Bandshell later that year.

William Robbins was a life-long resident of Libertyville, born here September 14, 1920 and passed away August 7, 1969 of cancer. Mr. Robbins graduated from LHS and worked his entire career in Libertyville at *The Independent Register* a local newspaper owned by Hampton Greeting Card Company. He also served in the Marines during World War II and was a past commander of Libertyville American Legion Post. Mr. Robbins was appointed to the Village Board in 1965 and later that year elected to a two year term and again in 1967. Mr. Robbins was serving his second term at the time of his death at age 48. Trustee Robbins was very instrumental in the Village of Libertyville building program including the public works building, municipal building and the addition to the Milwaukee Avenue Fire Station. He was also the chairman of the Parks and Recreation Committee at the time of the development and dedication of Nicolas Dowden Park.

It has been well documented that the Robbins Memorial Band Shell is in very poor condition as the roof structure specifically has deteriorated to the level that it can not longer be repaired and should be removed. The Libertyville Parks and Recreation Advisory Commission has discussed the condition of the bandshell for the past three years and is very interested in seeing something positive developed on this beautiful piece of land in Butler Lake Park.

The family of Trustee Robbins, a surviving brother and sister was contacted last year and informed of the condition of the band shell. Their preference is to maintain the name of the band shell if it is refurbished or replaced and if the structure is demolished they would ask to have the bronze place placed appropriately elsewhere within the park.

There are a number of options for this structure from replacement of the roof, to reusing a portion of the building to complete replacement. I enlisted the help of a local Libertyville resident and architect Tim Archibald of Midwest Architectural Studio for some ideas as to the best process to use while evaluating the use of this unique asset of the community and how we could arrive at the best plan possible.

It is my opinion that once we arrive at a conceptual plan for this property and receive authorization from the Village we could raise funds privately using the Libertyville Community Foundation, a 501c3 non-profit organization and complete the project. The purpose of the time today is to hear from Tim Archibald and then decide if this is something appropriate to take forward to the Parks and Recreation Committee for discussion and guidance.

Respectfully submitted,

Bob Smith

THE

WILLIAM K. ROBBINS
MEMORIAL BAND SHELL

1969

September 7, 2009

Libertyville Park District
625 W. Winchester Rd.
Libertyville, Illinois 60048
Attn: James Zych

James,

RE: Robbins Bondshell
Butler Lake
Libertyville, Illinois

Thank you for your telephone call of August 20, 2009.

I am enclosing several newspaper stories and a general resolution for your review. You may keep these items for your file. Moreover, I mentioned the below listed person who worked on the bondshell project years ago and is as follows:

Dale R. Harris
305 Dawes St.
Libertyville, IL 60048
847/362-0487

You asked about the Robbins family history. My ^mother immigrated in 1911 from England and settled in Long Branch, New Jersey. My father, Horace W. was a resident of Long Branch and met my mother, Louisa J. Franklin in Long Branch. They married in New York City on December 6, 1917. My father joined the U.S. Navy in 1918 during World War I. He was transferred from Buffalo, New York naval yards to Great Lakes and was discharged on May 1, 1919. Apparently, they took a liking to the Midwest and lived in Lake Bluff for five (5) months and then moved to Libertyville on October 1, 1919 and opened a woodworking business. My brother, William, was born on September 14, 1920. They were proud parents of seven (7) children of which two (2) passed away in their infant years. My brother, Bill, died at the age of 48 on August 7, 1969 of cancer. Today, my sister and I are the sole survivors of our family. My sister is:

Margery Higson
1822 - 152nd Av NE - #209
Bellevue, Washington 98007
425/644-5660

If the bondshell is to be demolished and not rebuilt, the plaque should be placed elsewhere amongst the Park District property. If not, it is my suggestion that a Village street be named in his honor. I realize this would not be in your jurisdiction, however, I am certain your suggestion to the Village Hall would be well received!

When your plans are finalized, kindly contact me.

Sincerely,


JAMES F. ROBBINS

P.O. Box 591
Mundelein, IL 60060
847/680-5114

JFR/ps



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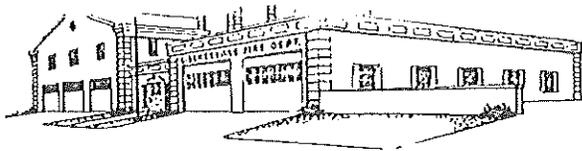
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Chief - Fire Department



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COPY

September 15, 1971

Mrs. William K. Robbins
139 Harding
Libertyville, Illinois 60048

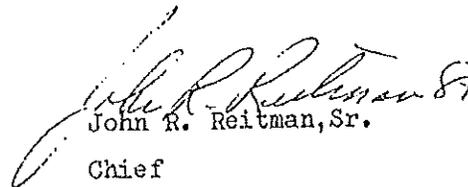
Dear Millie:

The Village Board has designated Sunday, October 3rd, 1971
as the day for Open House and Dedication of our new building.

The Fire Department has built and installed a flagpole and we
intend to dedicate this flagpole in Bill's memory, the same
afternoon during our program. The Dedication program will
start at 1:30 P.M.

We definitely want you to be with us for this occasion and will
look forward to seeing you.

Sincerely,


John R. Reitman, Sr.
Chief

Libertyville Fire Department

JR:dr







Memorandum

To: Members of the Parks and Recreation Committee and Advisory Commission

From: Connie Kowal, Director of Recreation and Sports Complex

Date: July 31, 2013

Subject: Other Updates/Follow-up

A) Bolander Property-Sale and Transaction (Verbal Update)

B) Temporary Signage at LSC (Verbal)

Attached is a rendering for the temporary signage to be installed by the first week of August on the Libertyville Driving Range structure facing Route 45.

C) Sports Organization Lease Agreements (Verbal Update)

D) EAB (Verbal Update)

E) Use of Village Property Request

The Lake County Division of Transportation has submitted a request on behalf of their Wellness Program for use of the bike path that runs along the Metra tracks from Winchester Road to Paul M. Neal Park for a 5k run/walk on Saturday, September 1, 2013 starting at 9:00 a.m. Staff is requesting the approval of the Parks and Recreation Committee for use of the trail. There will be approximately 150 participants.

F) Libertyville Recreation and Sports Complex Events Schedule (Attached)

G) Marketing and Publicity (Attached)

H) Other

Julie Fanning

From: Kerrigan, Kevin C. [KKerrigan@lakecountyil.gov]
Sent: Monday, July 29, 2013 9:15 AM
To: Julie Fanning
Subject: Lake County 5k Request

Hello Julie,

As part of Lake County's wellness program we include a 5k run/walk each September. This year the County would like to host this event at the Libertyville campus and run the majority of the race along the bike path that runs along the metra tracks from Winchester Rd. to the Paul Neal Park. Please let me know what permits and additional information is required.

Lake County 5k
Saturday September 21, 2013
Starts 9AM

Thanks,

Kevin Kerrigan P.E.
Engineer of Maintenance
Lake County Division of Transportation

Attendance : 150 Walkers/Runners



Libertyville Recreation and Sports Complex Department Events
July and August Events 2013

Main Events-Sports Complex

Christ of Church National Olympics	July 5
BB tournament–Hoops for the Game	July 6/7
Wilmette Park District Outing	July 10
Glencoe Park District Outing	
Wall Outing	July 11
BB Tournament–Hoops for the Game	July 13/14
Glencoe Park District Outing	July 16
Northbrook Park District Outing	July 19
BB tournament–Hoops for the Game	July 20/21
JCC Outing	July 23
GLASA Wheel Chair Basketball Camp	July 23
St. Peter’s Church Outing	July 24
Grayslake Park District Outing	July 25
BB Tournament–US Jr National Girls Event	July 26-29
Rockford Wildcat Basketball Tournament	Aug 2-4
Sky High Volleyball Camps	Aug 6-8
Lots for Tots Resale	Aug 7-11
IFN Celebration	Aug 8
Break Through Basketball Camp	Aug 9-11
Good Times Outing	Aug 12
Morton Grove Outing	Aug 13
Summer Camps End	Aug 16
CDW Company Picnic	Aug 17
Back to school week, fall hours resume	Aug 19

Seniors

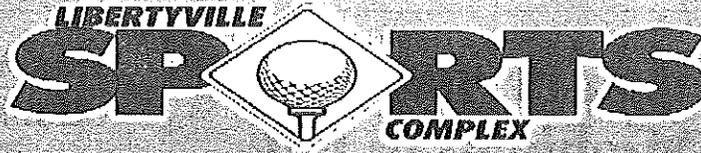
Massage	July 2
Closed	July 4
Closed	July 5
Birthday Bash	July 8
Legal Advice	July 9
Movie	July 12
Bob Levi Program and Lunch	July 17
Lunch and Stroke Program	July 19
Irish Fest Trip	July 19
LCFP History Program and Lunch	July 22
Marriott Trip	July 24
Scholl’s Foot clinic	July 25
Dessert in the Park	July 25
Movie	July 26

Seniors Continued

Lunch and BINGO	August 2
Ravinia Trip	August 4
Massage	August 6
Movie	August 9
Birthday Bash	August 12
Legal Advice	August 13
Prostate health Program	August 16
Irish Fest	August 16
Chicago Sky Basketball Game	August 18
Community Care Connection Bus	August 20
Scholl Foot Clinic	August 22
Western BBQ	August 23
Lunch and Learn Program	August 26

Recreation

Musical theater camp Little Mermaid Performance	July 10
Dolphins Swim Team Tournament (Lake Bluff)	July 24
Swing and Swim at Golf Course and Riverside Pool	July 29
Dolphins Swim Team End of Season Party	July 31
Last day of Teen Travelers	August 2
Last week of Summer Dance Classes	August 5-9
Residents Receive Fall Brochure (Reg. Begins)	August 7
Last day of Adler Day Camp	August 9
Musical theater camp Jungle Book Performance	August 14
Fall Brochure Non-resident registration	August 14

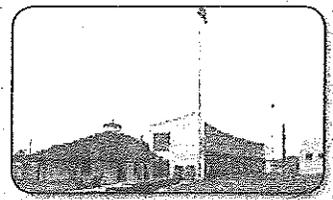
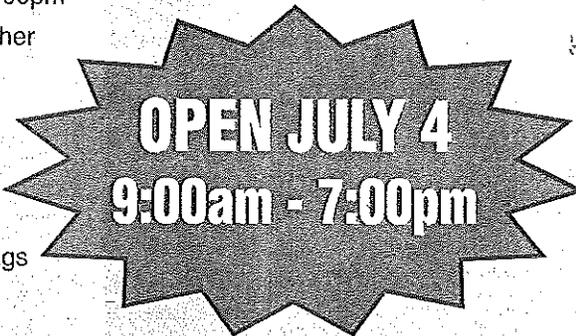


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The power of pets

'Dog Days' set to attract thousands with canine contests, more | PAGE 10

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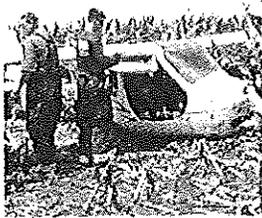


LOCAL BRIEFS

MUNDELEIN

Locals hospitalized in plane landing

An 86-year-old man and his 83-year-old female passenger, both of Mundelein, were hospitalized Sunday morning, July 7, after the small plane he was piloting made an emergency landing in a Kendall County cornfield. Their names were not immediately available by press time.



The two-passenger, light-sport propeller plane was en route from St. Louis to Waukegan and made an emergency landing about 10:30 a.m. near Sedgewick and Cook roads in unincorporated Kendall County.

No reason for the landing had been established as of Sunday afternoon, and the National Transportation Safety Board has been contacted to handle the investigation of the incident, according to a press release from Kendall County sheriff's police.

The two people on the plane were both taken to Valley West Hospital in Sandwich, one with minor injuries and the other for evaluation and observation, according to the release. Hospital officials said both were released later in the day.

Kendall County Sheriff's deputy Bryan Harl said it was remarkable the two people walked away from the aircraft without serious injury. "It speaks volumes to the skill of the pilot that the injuries sustained were not more severe or fatal," Harl said.

VERNON HILLS

High school gets STEM honors

Vernon Hills High School notched another honor from U.S. News and World Report.

In its annual rankings released in April, the publication named Vernon Hills as the 19th best public high school in the state. Now, U.S. News has ranked Vernon Hills 94th among the top science, technology, engineering and math, or STEM, high schools in the country.

Vernon Hills is one of only seven Illinois high schools to crack the top 100.

U.S. News examined data from Advanced Placement science and math tests out of a pool of the top 500 schools in its 2013 "Best High Schools" list. Of those, 250 received STEM rankings.

For a full list of the results, visit usnews.com.

'Run from the Cops' set for July 21

The Vernon Hills Police Department will host a fundraiser supporting veterans.

The sixth-annual "Run from the Cops" 5K race steps off 8 a.m. Sunday, July 21, during the village's Summer Celebration festival.

All proceeds from the event go to Honor Flight Chicago, a nonprofit organization that funds and coordinates trips for veterans to Washington, D.C., to celebrate their service.

Since its inception, the race has generated more than \$50,000 for veterans' causes.

"Year after year, this continues to be a wonderful community event," Officer Shannon Holubetz, the race coordinator, said in a prepared statement. "Having police officers actually running isn't only fun, we think it's also a unique way to draw community members out to participate."

The \$30 advance registration fee includes a commemorative shirt and a post-race breakfast. Registration is limited to the first 600 participants.

They can either walk or run a course beginning on the festival grounds at Century Park, through the Gregg's Landing subdivision and back.

For more information and volunteer opportunities, contact Holubetz at (847) 362-4449 or at sholubetz@vhills.org.

To register, visit runfromthecops5k.com.

LIBERTYVILLE

New turf coming to Sports Complex

The Libertyville Sports Complex will install new turf on two indoor fields this fall.

"It's going to be extremely well received by all of the groups, teams and event planners who use our facility," said Connie Kowal, director of the complex at Peterson Road and Route 45. "It's going to be a great enhancement."

The artificial turf has not been replaced since the complex was built in 2002. Over the last several years, the surface has undergone patching and significant repairs on fields used by soccer, lacrosse and other sports teams.

To complete the work, the village board has awarded a roughly \$167,000 contract to FieldTurf USA, Inc.

Crews are expected to lay down the turf just after Labor Day, in order to cause as least disruption to users as possible. The complex did not need to cancel bookings at that time, Kowal said.

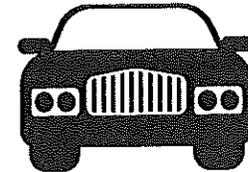
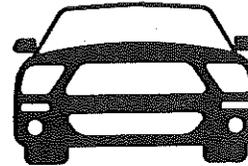
The process could take anywhere from 10 days to three weeks. While the fields will not be open during the construction, all other floor surfaces will be available for athletes.

"We look to be the best indoor sports facility in the region," Kowal said, "so this is a major step, a needed step."

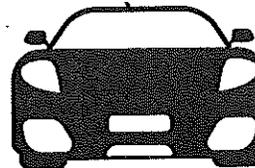
Libertyville Review

Thurs. July 11, 2013

page 19



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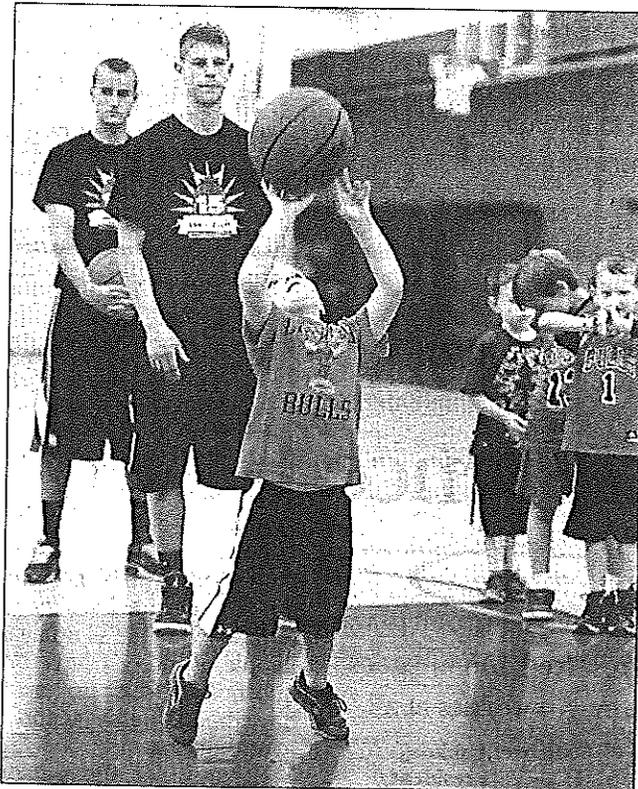
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GILBERT R. BOUCHER II/gboucher@daillyherald.com

Jack Gimbert, 6, puts up a shot during Monday's Chicago Bulls Youth Basketball Camp at the Libertyville Sports Complex.

Libertyville

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CHICAGO BULLS, BULLS/SOX ACADEMY OFFER YOUTH SUMMER BASKETBALL CAMPS IN LIBERTYVILLE

Posted by Pete Kelly, May 16, 2013 at 06:42 pm

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Monday, July 22, 2013, 8:30 AM [Add to calendar](#)

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Family

LISLE, IL. – The Bulls/Sox Academy announced today that the official youth summer camp of the Chicago Bulls is coming to Libertyville. The camp will be held at Libertyville Sports Complex, 1950 N Route 45. Programs are available for boys and girls from age six to twelve at every ability level.

This year marks the 15th Anniversary of the Chicago Bulls Summer Camps. Since its inception, the Chicago Bulls summer camps have reached over 45,000 children throughout the community. These camps are designed to improve the fundamentals of all athletes while having a fun experience. Professional instructors work with campers on ball handling, passing, shooting, rebounding, footwork and team concepts. The "Rookies" session, age six to eight, is geared toward teaching the basic fundamentals of basketball for young players new to the game. The "Veterans" session, age nine to twelve, focuses on advancing essential skills of basketball for the more experienced or travel players. The session will run July 22, 2013 to July 26, 2013 from 8:30am to 11:30am for "Rookies" and 1:00pm to 4:00pm for "Veterans". The cost of the camp is only \$199 per player.

"The Chicago Bulls summer camps have brought quality, top-level basketball instruction to the kids in Chicago and the suburbs for 15 years," said Michael Reinsdorf, President and COO of the Chicago Bulls. "The Bulls family prides itself on being able to teach all young athletes within our community the proper way to play the game we all love. Our camps also focus on life lessons, such as sportsmanship, respect, leadership, and perseverance in a way we hope will resonate with kids."

The Bulls/Sox Academy has created a unique experience for all of its summer camp participants. Each basketball camp participant,

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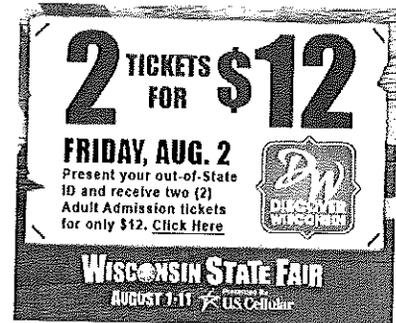
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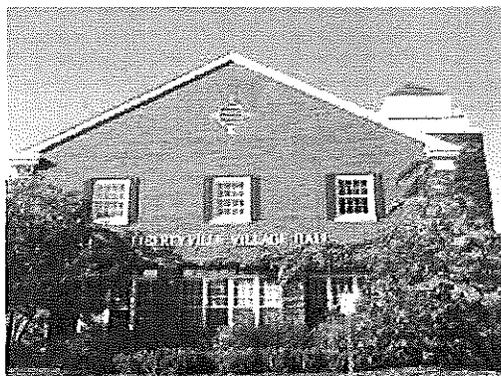
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Turf to be Replaced at Libertyville Sports Complex

Posted by Korrina Grom (Editor), June 27, 2013 at 11:25 pm

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Libertyville Village Hall. Photo credit: Patch file

The indoor soccer fields at the Libertyville Sports Complex will soon have new turf surfaces.

Libertyville trustees voted unanimously Tuesday night to award a contract for the turf replacement project to FieldTurf USA, Inc., for just over \$167,352.

The existing turf was installed when the Sports Complex was built in 2002 and has exceeded its anticipated eight-year lifespan, according to village board meeting documents.

"The turf has required significant maintenance and repair over the past several years and is now due for replacement," according to board meeting documents.

The village received two bids for the project—one from FieldTurf and the other from AstroTurf, LLC. The amount of the latter bid was just under \$181,929.

The 2013-14 budget includes \$170,000 for the turf replacement project.

The work is set to be done just after Labor Day.

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Suburbs expect soaring attendance at shows

With no fears from drought, officials ready to light fuses

BY MELISSA JENCO
Tribune reporter

A year after a drought darkened Fourth of July skies around the suburbs, fireworks organizers are expecting large crowds for this week's displays.

This time there's little chance of dry grounds causing the safety concerns that led to fireworks cancellations in 2012, and the holiday falls closer to the weekend, making for a winning combination, they say.

"I think it's going to be a

blast to get them back this year," said Shawn Roby, director of parks and recreation for Antioch.

The village was among the municipalities that postponed last year's display for fear the drought would lead them to set more than the sky on fire.

Antioch instead put on a fireworks show in September, as did Plainfield.

"Last year, even though fireworks were canceled, we still had our Patriotic Picnic," said Cheryl Crisman, superintendent of recreation for the Plainfield Park District. "Turnout was marginal because the fireworks weren't there, so we're excited we're back to

the normal Patriotic Picnic this year."

Communities such as Wheaton and Carol Stream canceled last year for safety reasons after a storm knocked down power lines. Christopher Oakley, assistant to the Carol Stream village manager, said the holiday just wasn't the same. Like other towns, Carol Stream rescheduled its fireworks in 2012 but is back to a July Fourth launch date this year.

"I guess you could do fireworks at any time, but it's certainly nice to do it when everyone else is doing it," Oakley said.

Weather issues from this spring aren't stopping Lib-

ertyville's show. A small pier at Butler Lake that would have been used for launching fireworks was damaged during the April flood and will not be ready in time for the holiday. But Libertyville Parks Superintendent Jim Barlow said the village can use an adjacent parking lot and the celebration will go on as planned.

Connie Kowal, director of recreation and the Libertyville Sports Complex, said the change of launch site "doesn't have an impact whatsoever," and he is expecting a good turnout.

"This is just a terrific tradition for the village of Libertyville and the residents enjoy it," he said.

Libertyville and other nearby towns also could get a boost in attendance from the cancellation of Independence Day festivities at Naval Station Great Lakes. The station had to nix its celebration this year because of federal budget woes, according to public affairs officer John Sheppard. Suspending the event is disappointing, he said.

"It allows people to come on board the installation and meet with sailors ... and enjoy our nation's birthday along with the people who defend our nation," Sheppard said.

Officials say they hope to bring back the celebration next year if the budget

allows.

In Naperville, the Exchange Club is expecting healthy attendance for its fireworks show during Ribfest. The group moved the display back to the usual July Fourth this year after trying it a day earlier in 2012 because of the holiday falling midweek. Julie Lichter, marketing chairwoman for Ribfest, said a Thursday show should draw crowds since so many people are taking off work Friday.

"People are making it a holiday weekend," she said. "So it was easy for us to go back to the Fourth and we wanted to stay true to that."

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