

Village of Libertyville
Board of Trustees
Parks and Recreation Advisory Commission
118 W. Cook Avenue
August 2, 2011
6:00 pm
Agenda

1. Approval of Minutes from July 5, 2011 Meeting
2. Butler Lake Bandshell Continued
3. Parks, Recreation, and Sports Complex Community Projects
4. Libertyville Sports Complex 10th Year Anniversary
5. Noontime Rotary Update
6. What if/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 Illinois 60048 (847) 362-2430.

VILLAGE OF LIBERTYVILLE
Parks and Recreation Advisory Commission
Minutes
Tuesday, July 5, 2011

The Parks and Recreation Advisory Commission met at 6:05 p.m. on Tuesday, July 5, 2011 at the Village Hall. Those in attendance included Commission members John Fischl, Bob Smith and Donna Thomey. The Commission members absent included Lisa Matthews and Bruce Semersky. Parks and Recreation staff included Director Connie Kowal, Parks Superintendent Jim Barlow, Business Manager Pam Bryant, Recreation Manager Julie Ludwig and Recreation Supervisor Gina Brown.

1) Minutes of the Parks and Recreation Advisory Commission

Commission member John Fischl moved to approve the minutes from the May 3, 2011 meeting, seconded by Bob Smith.

2) Butler Lake Bandshell Update

Parks Superintendent Jim Barlow met with Village Administrator Kevin Bowens and Director Connie Kowal to review the options for the use of the Butler Lake Bandshell. Staff has visited the Zion Bandshell to get additional ideas for the facility. If the Bandshell was renovated into a pavilion structure, the concern over ample parking and restroom facilities may be an issue for rentals. John Fischl suggested that the renovations can be completed in phases. Superintendent Barlow suggested raising donations for the removal of the old structure.

3) Libertyville Little League State Finals

Commission member Bob Smith explained that five teams will attend the State Finals. Staff is expecting seventy five to attend the luncheon at the Libertyville Sports Complex. Director Kowal invited the Advisory Commission to visit the events.

4) Noontime Rotary Potential Projects

Director Kowal has not been able to contact the Noontime Rotary Club regarding their possible donation for updating a Village facility.

5) Other and "what if..."

- A) Director Kowal asked the Commission to bring a "what if" idea to the next meeting.
- B) It was discussed when the last Village survey was completed. The last Village survey was prior to the Sports Complex being built.
- C) Commission member John Fischl asked about the golf promotions. Director Kowal noted that the specials have been successful.
- D) Commission member Bob Smith asked the status of the micro field request from Jay Mervis of Libertyville Girls Softball Association. Director Kowal noted that Mr. Mervis needs feedback from the neighbors located around Nicholas Dowden Park.

The meeting was adjourned at 6:55 pm.

Respectfully submitted.

Gina Brown

Recreation Supervisor
Village of Libertyville

Memorandum

To: Members of the Parks and Recreation Advisory Commission
From: Connie Kowal, Director of Recreation and Sports Complex
Date: July 27, 2011
Subject: Butler Lake Bandshell Continued

The Butler Lake Bandshell discussion at the June Commission meeting focused on three options to consider regarding the short and long term viability of the structure.

Option 1

Planning includes the removal and replacement of the roof and the repair of the structural components. Estimated cost is \$50,000.

Option 2

Planning includes the removal of the roof and support structures to have an open air pavilion with the option of installing a temporary tent based on the function. Estimated cost is \$25,000.

Option 3

With the leadership of the Parks and Recreation Advisory Commission, develop a comprehensive report including a feasibility study, revenue stream projections, conceptual plan, neighborhood input, funding sources from private and corporate donors, and other macro factors.

There are no current monies in fiscal year for any repairs. The reality of a long term plan and its study does not meet the realities of the future financially.

Staff looks to have the Commission give a recommendation as to a short term repair options, so Staff can develop a plan of action to present to the Committee and the 2012-2013 budgeting process.

In the meantime, Parks maintenance staff will continue to monitor and maintain the Bandshell and its current state.

Memorandum

To: Members of the Parks and Recreation Advisory Commission
From: Connie Kowal, Director of Recreation and Sports Complex
Date: July 27, 2011
Subject: Parks, Recreation, and Sports Complex Community Projects

Over the past several months staff has received requests for Eagle Scout, Boy Scout, and Cub Scout and Girl Scout projects. Staff is requesting that the Commission help the department in organizing Parks and Recreation Projects (i.e. cleaning of the parks, painting of various facilities, etc) to become more active with the local scouting troop organizations.

Commission assistance in contacting local scout troops/other youth organizations looking to fulfill service time or gain recognition or merit badges would be a key to this program.

Examples of tasks:

- 1) Painting at the Sports Complex
- 2) Park Cleanup, Bike Path Cleanup
- 3) Planting of flowers in the Park
- 4) Driving Range golf ball removal

Memorandum

To: Members of the Parks and Recreation Advisory Commission
From: Connie Kowal, Director of Recreation and Sports Complex
Date: July 27, 2011
Subject: Libertyville Sports Complex 10th Year Anniversary

In June 2012, the Libertyville Sports Complex will be entering the 10th year of operation anniversary. This is an opportunity for the Village to build a campaign theme and events to notate the merits of the Sports Complex facilities.

Memorandum

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

From: Connie Kowal, Director of Recreation and Sports Complex

Date: July 27, 2011

Subject: Noontime Rotary Update

The Noontime Rotary responded back to our list of recommendations for their community service project and the potential expenditure of up to \$50,000 for the improvements to Village facilities and parks. Connie Shanahan of Noontime Rotary sent a recent email as to their targeted involvement, see the attached email.

Julie Fanning

From: Connie Kowal
Sent: Wednesday, July 27, 2011 8:43 AM
To: Julie Fanning
Subject: FW: Noontime Rotary 50/50 and Village Project



Conrad "Connie" Kowal
Director of Recreation & Sports Complex
Village of Libertyville
847-362-2720 (office)
847-362-0815 (fax)
ckowal@libertyville.com

From: shanahancm@aol.com [mailto:shanahancm@aol.com]
Sent: Monday, July 11, 2011 10:28 PM
To: Connie Kowal
Subject: Re: Noontime Rotary 50/50 and Village Project

Sorry about not getting back to you, too many things happening at once. We just changed leadership at our club, I'm now the V.P. for the club.

One of our Club members has also been talking with the Mayor and I think we have found a project that will help us all. The Cook Building needs work on the exterior (painting, patching, etc..). Our Club will be working with the Mayor and the Village Trustees on this project.

When I get a chance I will give you a call.

Thank you,

Connie

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

From: Connie Kowal <ckowal@libertyville.com>
To: shanahancm <shanahancm@aol.com>
Sent: Fri, Jul 1, 2011 3:20 pm
Subject: FW: Noontime Rotary 50/50 and Village Project

Connie Shanahan

Hi from Connie Kowal.....give me a call at (847)344-1591.....

Connie



Conrad "Connie" Kowal
Director of Recreation & Sports Complex
Village of Libertyville
847-362-2720 (office)
847-362-0815 (fax)
ckowal@libertyville.com

From: Connie Kowal
Sent: Friday, May 27, 2011 6:12 PM
To: 'shanahancm@aol.com'

Cc: 'Drew Cullum'; Kevin Bowens; 'Terry L. weppler'; 'Todd Gaines'; Julie Fanning; Jim Barlow
Subject: RE: Noontime Rotary 50/50 and Village Project

Mr. Shanahan

Hope all is well.....I wanted to give you an update and follow up on the topic of the Noontime Rotary 50/50 donation endeavors and ways to have a meaningful use of Rotary dollars to benefit the Village and its residents and visitors.

Within Staff discussions, as well at the Parks and Recreation Commission meeting, some ideas were brought, which would be good for the citizens as well as good for signage of recognition including:

- Working on the Bridge at the Butler Lake Bandshell (which yes, was built over 40 years ago by your Rotary Club)...and besides working on the Bridge, doing some basic maintenance as well as erecting signage to notate the efforts of the Noontime Rotary past and present.....
- Updating and making improvements to the popular Disc Golf Course at Adler Park, a popular place for kids and families
- Installing a splash garden at Adler Park Pool
- Improvements at either Adler or Riverside Pool
- Creation of a simple skateboard area at one of our local Parks.....
- Improvements to the equipment building for the Libertyville Girls Softball Association at Nicholas-Dowden Park
- Improvements to the Clubhouse building at the Libertyville Golf Course at Riverside Park
- Field improvements at the Softball Field at the Libertyville Sports Complex
- At the Indoor Events Center inside the Libertyville Sports Complex improvements to a particular field, court, area, conference room, etc.
- At the Fitness Center inside the Libertyville Sports Complex, improvements to the Locker Room or Weight Room

These were some the areas that came up in discussion and brainstorming.

We look for the feedback and input of the Noontime Rotary. We hope we can set up a meeting to discuss next steps.

Connie, thanks, best regards, and look to talk to you soon.....

Regards,

Connie

Conrad "Connie" Kowal
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From: shanahancm@aol.com [mailto:shanahancm@aol.com]
Sent: Thursday, April 07, 2011 3:02 PM
To: Connie Kowal
Subject: Re: Noontime Rotary 50/50

Connie,
Our 50/50 committee had another meeting and we would like to get other ideas from the Village. We want something that will benefit the citizens of Libertyville and leave something that will be remembered.

One thing that was brought up, our Rotary club years ago built a bridge in a Libertyville public park and there is not even a sign saying we did anything. I was surprised that we built anything like that.

I don't know if this helps you or not but we have time & money with no project to apply this to, so I'm looking for some assistance.

Best regards,

Connie

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

From: Connie Kowal <ckowal@libertyville.com>
To: shanahancm@aol.com
Cc: TWeppler@wepplerlaw.com
Sent: Thu, Mar 17, 2011 5:43 pm
Subject: Noontime Rotary

Connie

Nice talking to another Connie. Mayor Weppler asked me to call you so I appreciate the return call.

I will follow up with you as to a commemorative project for NoonTime Rotary to consider in this, your 50th year. I understand that NoonTime Rotary looks to spend no more than \$50,000, preferably less than \$50,000, toward a worthwhile "legacy and recognition" type project in Libertyville, something that is of long time benefit to the residents and of long time recognition benefit to NoonTime Rotary.

I will talk to several Staff members as to potential options and get back to you with a list to consider. And note, if you and NoonTime Rotary have an idea or two, being a Libertyville based organization yourself, let me know.....

Thanks and talk to you soon....

Regards,

Connie



Conrad "Connie" Kowal
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Memorandum

To: Members of the Parks and Recreation Advisory Commission

From: Connie Kowal, Director of Recreation and Sports Complex

Date: July 27, 2011

Subject: What if/Other

A) Parks

B) Recreation/Programs/Facilities

C) Sports Complex/Events

D) Fall 2011 Registration Brochure/ Recreational Programs Update