



**VILLAGE OF LIBERTYVILLE  
PARKS AND RECREATION ADVISORY COMMISSION**

**Agenda**

February 9, 2024

8:30 a.m.

Libertyville Village Hall  
118 W. Cook Avenue  
Libertyville, IL 60048

1. Approval of the May 26, 2023, Meeting Minutes
2. Discuss Butler Lake Park Playground Design Scope
3. Nicholas-Dowden North Park Project Update
4. Adjournment

VILLAGE OF LIBERTYVILLE  
Parks and Recreation Advisory Commission  
**DRAFT** Minutes  
May 26, 2023

A meeting of the Parks and Recreation Advisory Commission was held at the Libertyville Village Hall located at 118 W. Cook Avenue on Friday, May 26, 2023, at 8:30 a.m. Those in attendance included Commission Members: Meredith Castro, Megan Huber, Amanda Wiehl, Tim Shanahan and Rashied Davis. Also in attendance were Kelly Amidei, Village Administrator, Ashley Engelmann, Deputy Village Administrator, Matt LaPorte, Recreation Director, David Thornborough, Parks Superintendent and Julie Ludwig, Recreation Manager.

**Approval of April 21, 2023, Meeting Minutes**

Member Wiehl made a motion to approve the April 21, 2023 meeting minutes, Member Shanahan seconded. The minutes were unanimously approved by voice vote.

**Review of Blueberry Park Playground Designs**

Deputy Administrator Engelmann reviewed the four designs that were received for Blueberry Park. BCI Burke and Cunningham Recreation each provided two designs. The group discussed pros/cons of each design. Ultimately one design from BCI Burke and one from Cunningham was selected to present at the public input meeting, which was scheduled to be held on May 31, 2023, at Blueberry Park. Staff sent letters to each property in the neighborhood inviting them to attend. Deputy Administrator Engelmann noted that once the design selection occurs at the neighborhood meeting, she will update the group via email before taking it to the Village Board for final approval. The goal is to have the park construction completed during the winter, so the playground is ready for use in spring. The Commission concurred with this direction.

**Review of Nichols-Dowden Park Playground Designs**

Deputy Administrator Engelmann presented options for the Commission to review. BCI Burke, Cunningham Recreation and Landscape Structures each provided two designs for a total of six. Discussion ensued. Group consensus was to utilize a combination of the BCI Burke design and the Landscape Structures (LSI) design. The LSI elements include the Smartplay Centre and Wee-Go-Round. Staff will review with Hitchcock Design Group to ensure all the elements can fit within the playground container space. The Commission recommended proceeding with the combination and including a full zip-line. It was also noted that the grant requires two pickleball courts but the bid will include four additional alternate courts for a potential total of six courts. Staff noted that the project will be bid in the fall with an anticipated award in the winter and construction to begin in spring 2024, weather permitting.

**Adjournment**

Member Davis moved to adjourn the meeting; Member Wiehl seconded the motion. The meeting was adjourned at 8:57 a.m.

Respectfully submitted,

Ashley Engelmann  
Deputy Village Administrator