



Village of Elburn
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Park Commission Meeting Agenda
Tuesday, April 17th, 2018
7:00 pm

- 1) Call to Order
- 2) Pledge
- 3) Roll Call
- 4) Approval of minutes
- 5) Public comment
- 6) Discuss ideas for Elburn Station/Heritage Park
- 7) Commissioners project updates
 - a) Scout Projects
 - b) BBC playground schedule
 - c) Elliott Park Sign
 - d) Veterans Memorial Sign
 - e) Garden Plots
 - f) Prairie Park repairs
 - g) New Bench Locations & Install
 - h) Arbor Day
- 10) Other Business
- 11) Adjourn

Next meeting 5-15-18

MINUTES
VILLAGE OF ELBURN PARKS COMMISSION
MARCH 20, 2018

Members Present: Dave Dickinson, Dawn Kuefler, Brian McCarty, Rob Reilley
 Members Absent: Chairman Dan Kolzow, Patrick Leach, Amy Szumny
 Staff Members Present: Village Administrator John Nevenhoven
 Others Present: Residents Mary & Finn Hansen; Tracy, Patrick and Brad Riedel; Bill Myers

1. Call to Order – In the absence of Chairman Kolzow, Commissioner Reilley called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance – Commissioner Reilley led the assembly in the Pledge of Allegiance.
3. Roll Call – A roll call vote ensued.
4. Approval of Minutes – February 21, 2018 – A motion to approve the minutes was made by McCarty and seconded by Dickinson. The motion carried by unanimous voice vote.

5. Public Comment – Patrick Reidel (along with his mother Tracy and sibling Brad) were present regarding the proposed skate park. The Commission explained the Village of Elburn has obtained some used parts (ramps, rails, etc.) and is looking for feedback as to what would be useful and what skateboarders would be interested in. Patrick said he and his friends are interested in a skate park in Elburn as the next closest is St. Charles/Geneva and DeKalb. Patrick agreed the First Street parking lot would be a good location as it would be convenient to all of Elburn. The Commission advised a basketball hoop will also be constructed in the parking lot. Fencing will be installed to prevent bicycles from entering the skate park. The skate park would be open all year round but the Village will not remove snow. The equipment needs maintenance and is currently located next to the water tower in Blackberry Creek if anyone would like to take a look. The skate park will most likely not be lit and would start out with few rules. Posting of rules and hours will be dependent on behavior and use.

Eagle Scout candidate Finn Hansen and his mother, Mary, were present to discuss potential parks-related Eagle Scout projects. Installing park benches is a possibility. Finn said he would be interested in helping with the skate park. Exercise stations at Prairie Park or along the paths in Blackberry Creek or Anderson Road were also suggested. The project should include the Scout doing some fundraising and being put in a leadership position. Finn will come to next month's Parks Commission meeting with ideas.

6. Discuss Ideas for Elburn Station/Heritage Park – McCarty asked that this item be tabled until budget is determined.
7. Commissioners Project Updates
 - a. Budget Requests – Nevenhoven advised of the 18 proposed projects (totaling \$171K), the Village Board has agreed to fund the following in next fiscal year's budget:

Fix/upgrade equipment/gazebo in Prairie Park	\$20,000
3 park signs: Elliott, Heritage, Veterans	4,500
5 park benches installed w/concrete pad	5,000
Garden plot prep and posts	3,000
Tiller attachment for Public Works tractor	2,000
Parking lot surface/gravel for garden plots	<u>15,000</u>
TOTAL	\$49,500

The remaining list of projects will be maintained for further discussion if/when appropriate.

Nevenhoven advised the \$12K donation from the Blackberry Creek HOA for the Elliott Family Park was received today. McCarty will order the equipment. As soon as the equipment ships, the remaining two donation checks will be sent to the Village.

- b. Future Pavilions (Standardize Type and Style) – The Parks Commission has made a recommendation and is now before the Village Board.
 - c. Signs (Standardize Type and Style) – McCarty advised NuToys makes signs and will prepare a proposal. They would like to have a meeting and do a site walkthrough.
 - d. Scout Projects – See discussion under “Public Comment” above.
 - e. BBC Playground Schedule – McCarty advised the Elliott Family Park project is on schedule. Equipment should arrive in 4-6 weeks. This will be a community installation project with supervision from NuToys. Groups from St. Galls Church and the Lions Club have volunteered to help. Due to advance prep work by NuToys, it should be a one-day project and will occur late April/early May. Equipment will be delivered to the Public Works building for security. McCarty will work with Nevenhoven to schedule a date when Public Works personnel with equipment are available.
 - f. Garden Plots – Nevenhoven reported test holes have been dug on the proposed site (on North Street across from the Public Works building). The berm appears to be top soil but the remainder of the site is “garbage soil” (1” of top soil on top of clay). Spreading of additional top soil (from the berm and potentially from top soil pile in Blackberry Creek) will have to occur. Garden plots most likely are not be feasible this year. There was consensus from the Commissioners the site should be prepped this year for planting next spring. Advertising of the plots should begin in the November/December timeframe with reservations taken in January.
 - g. Skate Board Park (progress) – Nevenhoven advised the parking lot (located at the southwest corner of North and First Streets) will not be asphalted this year. As a result, there will be no skate park. In the meantime, pricing to refurbish the used equipment vs. purchasing new will be researched.
8. Other Business – Regarding the Prairie Park project, Nevenhoven stated it will primarily focus on repairing/replacing the concrete at the gazebo (Public Works will manage the contract). It was suggested all grasses at the front of the park be removed to provide line of sight and reduce vandalism.

Reilley reported the Blackberry BOLT sponsorship was approved by the Village Board. However, mile marker sponsorship is sold out—the donation will be applied to something else

Reilley has contacted John Stewart Elementary about participating in Arbor Day festivities but have not heard back. Nevenhoven will address Arbor Day plans with the Village Planning Commission/Tree Board in early April. Public Works will secure a tree donation for Arbor Day planting.

9. Adjourn - McCarty motioned to adjourn the meeting at 7:44 p.m. with Kuefler seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,



Diane McQuilkin
Village Clerk