



Village of Elburn

301 E. North Street Elburn, IL 60119
Phone: 630-365-5060 Fax: 630-365-5063
www.elburn.il.us

Park Commission Meeting Agenda
Tuesday, August 21st, 2018
7:00 pm

- 1) Call to Order
- 2) Pledge
- 3) Roll Call
- 4) Approval of minutes
- 5) Public comments
- 7) Commissioners project updates
 - a) Elburn Station update
 - b) BBC playground update
 - c) Park Signage's
 - d) Folks on Spokes
 - e) Bike Rack Program
 - f) Existing Parks improvements
- 8) Other Business
- 9) Adjourn

Next meeting 9-18-18

MINUTES
VILLAGE OF ELBURN PARKS COMMISSION
JULY 17, 2018

Members Present: Dave Dickinson, Chairman Dan Kolzow, Dawn Kuefler, Patrick Leach, Brian McCarty (left at 8:16pm), Rob Reilley, Amy Szumny

Members Absent:

Staff Members Present: Village Administrator John Nevenhoven

Others Present: Shodeen rep Bob Skidmore; Hitchcock Design Group reps: Bridget Deatruck & Joe Russo; Kevin Pirok from Pirok Design

1. Call to Order – Chairman Kolzow called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance – Chairman Kolzow led the assembly in the Pledge of Allegiance.
3. Roll Call – A roll call vote ensued.
4. Approval of Minutes – June 19, 2018 – A motion to approve the minutes was made by McCarty and seconded by Szumny. The motion carried by unanimous voice vote.
5. Public Comment – None
6. Presentation by Hitchcock Design of Concept Plan for Elburn Station Parks – Joe Russo and Bridget Deatruck from Hitchcock Design presented plans for the 25 +/- acre parcel located just north of Keslinger Road. The majority of the site lies in a floodway. The proposed restroom building is located outside of the floodway. The parking area was discussed as was a right-in/right-out access at Keslinger Road. A swale system will be designed to keep water running through the property. Shelter sites with sample photos were displayed and discussed as were playgrounds and multi-purpose courts (pickle ball, tennis, basketball, etc.). There are some fencing limitations due to the flood plain. A possible ice skating area with a warming house and various other fields (soccer, lacrosse, football) were discussed. An asphalt path and another shelter at the north end of the property would create a nice loop for parking, maintenance vehicles, etc. Water and sanitary sewer is close by. Bleacher areas are included which must be ADA compliant. A skate park is another possibility whereas a dog park is probably not feasible due to fencing restrictions in the floodway and space (typically need 2-3 acres). Skidmore suggested a connection/stub to Station Blvd to the north and perhaps a parking lot near the Metra property.

The cost to develop the entire parcel as shown is \$1,790,966. Engineering is necessary before we can know all issues with the site.

Phase I grants can be applied for after August 1 and would include the southern portion of the site. The next step is to obtain approval from the Village Board to apply for the grant. When the grant process opens up, a conference call with a grant administrator will occur to give us an idea how feasible our proposal is. Flood plains are a concern with DNR. Ownership is also a concern—property must be owned by the Village of Elburn. This is a 50/50 matching grant and value of the land can be applied toward the Village's portion—the worth is based on two appraisals. Additional grants for future phases may be applied for. The property value for the Village's portion of the 50/50 grant is maximum \$120K due to the current use being farmland and the fact the parcel is in a floodway.

There was consensus to leave the plan as is for now to until the concept can be presented to and approved by the Village Board.

7. Commissioners Project Updates

- a. Scout Projects List – Reilley posted a project list on Facebook and some people expressed an interest in geocaching. Reilley will take the lead on this.
 - b. Elliott Park Update – McCarty reported the park is finished with the exception of the sidewalk and 20x20 shelter slab which will be done next week. The park is already being used. Perhaps an open house can be held when the sign is installed. Seeding and plantings will occur in the fall. NuToys has a new shelter structure available.
 - c. Park Signage – Leach introduced Kevin Pirok from Pirok Design. Pirok said his firm does signs from start to finish (concept through construction) and there is a variety of options. He suggested 3' wide by 7' tall signs for parks. Park signs will include the logo, park name and address (for emergency purposes). Options (wood vs. composite) were discussed based on budget. \$4,500 is in the budget for three park signs. A motion to recommend the Village Board approve the proposal from Pirok Design for composite signs not to exceed \$3,020 (the price includes installation) was made by Kolzow and seconded by Leach. A roll call vote ensued: Ayes: Dickinson, Kolzow, Kuefler, Leach, McCarty, Reilley, Szumny. Nays: None. Motion carried. This will be on the August 6, 2018 Village Board agenda.
 - d. Dedication Plaques – Kuefler obtained information on plaques which can be installed on park benches showing dedication information. Samples were shared with the Commissioners. The plaques are attached with screws and silicone. There was agreement plaques should be installed on the front/sitting side of the benches, should be approximately 2"x4" and fit on one slat.
 - e. Prairie Park Repairs – Nevenhoven met with the Village Engineer who stated the gazebo is stable. However, there are some voids under some of the concrete. The Engineer also recommended square concrete culverts covered with stone/dirt/asphalt to replace the missing bridge. The Engineer will provide quotes for the bridge, gazebo painting and cement repair for next year's budget.
 - f. Bike Rack Program – Reilley reported he presented this program to the Village Board. They were agreeable to Public Works installing the racks on public property and were in favor of businesses deciding what style of rack. It is a matter of finding appropriate public space for the racks. One suggestion was in the hashed/striped areas on the street in order to keep the racks off the sidewalks. With the perception of a parking shortage in the downtown area, no parking spaces should be used. Reilley said some businesses are already interested. There is a possibility Elburn can become a bike-friendly community.
 - g. Existing Parks – Commissioners were asked to inspect parks and report any issues as well as recommendations for improvements. A report that the Liberty at Kimber Park in Blackberry Creek is in bad shape was unfounded. Byerhof Park has some vandalism including some graffiti—perhaps Public Works can clean up.
8. Other Business – Szumny suggested Parks Commissioner names be engraved on a plaque for one of the park benches.

Reilley reported the Folks on Spokes pseudo-event will most likely be a park tour on bikes. A meeting to discuss will be held tomorrow at 12:00 at the Elburn Chamber of Commerce office—all Commissioners are invited to attend. This will be a Chamber of Commerce event. Folks on Spokes will sponsor the event again next year after taking this year off.

9. Other Business – None

10. Adjourn - Dickinson motioned to adjourn the meeting at 8:37 p.m. with Szumny seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,



Diane McQuilkin
Village Clerk