



Village of Elburn

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Park Commission Meeting Agenda
Tuesday, October 16th, 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 Grant update
 - b) BBC playground grand opening?
 - c) Park Signage – Byerhoff Park (donation plaques)
 - d) Bike Rack Program (VH, New sidewalk)
 - e) Existing Parks improvements
 - f) Park Benches update
 - g) Downtown vacant lot update
- 8) Other Business
- 9) Adjourn

Next meeting 11-20-18

MINUTES
VILLAGE OF ELBURN PARKS COMMISSION
SEPTEMBER 18, 2018

Members Present: Chairman Dan Kolzow, Dawn Kuefler, Brian McCarty (arrived at 7:07 p.m.), Rob Reilley, Amy Szumny

Members Absent: Dave Dickinson, Patrick Leach

Staff Members Present: Village Administrator John Nevenhoven

Others Present: Shodeen rep Bob Skidmore, Hitchcock Principal Joe Brusseau

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 – August 21, 2018 – A motion to approve the minutes was made by Kuefler and seconded by Szumny. The motion carried by unanimous voice vote.
5. Public Comment – Shodeen rep Bob Skidmore stated Shodeen is in favor of the Liberty Park development and would like to see more parks.
6. Hitchcock Presentation of Proposed Park at Elburn Station and Grant Application Process – Hitchcock Principal Joe Brusseau was present to review the grant proposal and update the Commission. The concept plan was highlighted. The Commissioners were asked to provide their input to any of the amenities proposed. Fencing on the subject parcel is going to be restrictive due to the floodway. The right-in right-out access was discussed and is the only access option on Keslinger Road from KDOT at this time. It was requested to put a bike rack in the playground area. The area with the various playing fields with the swale flow through it was highlighted. A path is planned throughout the property. Photos of shelters and restroom facilities contemplated for this property were shown. A drinking fountain with dog dish and bottle filler will be included at the restroom shelter. Landscape improvements were explained. As far as the initial grant, the area included in the \$800K was outlined—roughly the southwest corner of the parcel. A total of 90 parking stalls are planned in the two parking lots but only 45-50 parking stalls will be built in the first phase. There is no lighting or water service included in the first phase of the grant. The closest water connection is across Keslinger Rd and a good distance from the parcel. Chairman Kolzow said the Parks Commission was hoping for more to be accomplished with the initial \$800K grant. Brusseau will re-review the numbers. Brusseau has checked with a civil engineer who confirmed this development can occur. Soil borings and engineering will have to be completed. Brusseau said funds in the first grant phase are budgeted for drainage improvements (\$50K for drainage with a 14% contingency) but until engineering begins, it will be difficult to know to what extent. Bob Skidmore said until we get into the full design, the numbers may come in higher or and lower for parking lots and storm water management. As the park develops to the north, the cost will be less. Heavy costs are incurred early in development and being this is still in the concept stage, the estimates are the best we have for now. Skidmore pointed out where field tiles are located on the parcel. Sub-base for the hardscape is a concern in relation to the drainage tiles. Skidmore said the drain tiles may have to be lowered or shifted around some. Brusseau stated some things can be shifted around on the property but all of the amenities have to be kept as far as the grant is concerned. Skidmore pointed out the bike path system is currently in place and will eventually connect to Station Boulevard and will tie into the Anderson Road path system which will cross Keslinger Road into Blackberry Creek Subdivision. Eventually, the path will extend from the Metra Station to Hughes Road and will run through forest preserves and parks and serve well over 2,000 to 3,000 homes. Brusseau stated connectivity to

regional trails is a plus for the grant and will make note of it. The Anderson Road extension will essentially be complete by December 2019 and will be a fully lighted intersection with cross walks and crossing lights. Discussion ensued regarding the planting of trees to add shade on Anderson Road. Brusseau said we are 95% complete with the grant and will meet with Village Staff on Friday.

7. Public Input Regarding the Proposed Elburn Station Park/OSLAD Grant Application – See discussion above in item #6.
8. Commissioners Project Updates
 - a. BBC Playground Update – SE Corner Flooding – McCarty has spoken with Public Works Supt VanBogaert about putting in a drain tile to help with drainage. The park needs to be graded and grass seed planted. There is still no garbage can. McCarty would like to hold a community ribbon cutting ceremony this fall. Nevenhoven will follow-up on the grading, grass seed and garbage can.
 - b. Park Signage – Recommend Approval of Sign for Byerhof Park – This will be a replica of the Elliott Family Park sign. A motion to approve the sign (not to exceed \$3,017) including installation was made by McCarty and seconded by Kuefler. A roll call vote ensued. Ayes: Kolzow, Kuefler, McCarty, Reilley, Szumny. Nays: None. Motion carried. This will be on the October 1, 2018 Village Board agenda for final approval.

Kuefler has found another source for park bench plaques for half the price, plus no charge for shipping or characters. Examples were distributed. There was consensus to include the words "Park Bench" on dedication plaques to make it clear as to what the donation was. A motion to use Plaque Maker for park bench plaques at approximately \$70/ea was made by McCarty and seconded by Szumny. A roll call vote ensued. Ayes: Kolzow, Kuefler, McCarty, Reilley, Szumny. Nays: None. Motion carried.

For the Eagle Scout park bench project, there was consensus from the Commissioners to approve installation of the bench on Conley. A donor will pay for the cost of the bench.

- c. Bike Rack Program – Village Hall – Village Hall is on the list for potential bike racks. Reilley distributed copies of the proposed bike rack application form. For now, the form will be sent via email .pdf to interested parties. The form will eventually be posted on the Village website and the web developer will be asked to add the ability to attach files (photos, etc.) to the form.
- d. Existing Parks Improvements – McCarty obtained pricing for individual pieces and the Village will receive governmental pricing for approximately a 20% discount. McCarty will pick 2 or 3 pieces and obtain pricing. The Commission would like to include a piece here and there at all parks—especially Prairie Park as it is one of the most popular parks. McCarty will arrange for the vendor to come to town and visit all parks and get his official recommendation as to what piece would be appropriate for each park.
- e. Vacant Lot Downtown – Nevenhoven said the Village has contacted the owner of a vacant space on Main Street (between Paisano's and the CPA office) for the possible use as a cozy gathering place. A photo of a similar space in Lake Bluff was shown to the Commissioners. This was discussed at the Chamber meeting last week. Some ideas as to how the space could be used were discussed (pavers, pop-up bar/liquor license, who would maintain/operate, etc.). Perhaps the alley next to the old Reams Market can be utilized as well.

Reilley has the contact information of the person in charge of the group who does garden/planter maintenance in Geneva. He will pass this information along to Mayor Walter to contact them for ideas in Elburn.

9. Other Business – McCarty has a roofing contact who does not recommend metal roofs on park shelters due to the high cost. He suggests 20-25 year architectural tab asphalt shingles be used.
 - a. Park Bench Purchase-Select Location – Nevenhoven was contacted by someone who would like to donate a park bench in her husband's name. The husband used to be a pastor in Elburn. She has no preference as to where the bench should be placed. There was consensus from the Commission to place the bench on Willow Street near the pond which is a very popular fishing location.

- b. Reilley said the Folks on Spokes event was cancelled this year due to low participation. The original organizers are expected to handle the event next year.
- c. Nevenhoven said he met with the Village engineer regarding issues at Prairie Park but has not received a report. Nevenhoven had someone else take a look at replacing the bridge and is expecting an estimate.

10. Adjourn - McCarty motioned to adjourn the meeting at 8:07 p.m. with Szumny seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,



Diane McQuilkin
Village Clerk