



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, May 19th, 2020
7:00 pm

Via Zoom: <https://us02web.zoom.us/j/81541581787>

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes
5. Public comments
6. Commissioners Projects
 - a. Elburn Station Update
 - b. Prairie Park Bridge Update
7. 2020 Budget
8. Vacancy
9. Other Business
10. Adjourn (Next meeting 6/16/20)

MINUTES
VILLAGE OF ELBURN PARKS COMMISSION
APRIL 21, 2020
VIA ZOOM VIRTUAL MEETING

Members Present: Dave Dickinson, Chairman Dan Kolzow, Dawn Kuefler, Brian McCarty, Rob Reilley

Members Absent: Patrick Leach

Staff Members Present: Village Administrator John Nevenhoven; Mayor Jeff Walter

Others Present:

1. Call to Order – Chairman Kolzow called the meeting to order at 7:00 p.m.
2. Roll Call – A roll call vote ensued.
3. Approval of Minutes – January 22, 2020 – A motion to approve the minutes was made by Kuefler and seconded by Dickinson. The motion carried by unanimous voice vote.
4. Public Comment – Mayor Walter encouraged the Commissioners to keep up the good work. It is not certain what the budget will look like this coming fiscal year with the decrease in revenue due to the pandemic. Mayor Walter said the Village is considering selling a large dirt hill near the south water tower in order to install a temporary gravel parking lot for use during baseball games. Kaneland Baseball anticipates 40-50 cars for their games. Walter asked for input from Commissioners as to what should be done with the area. Building of the new police station in the same vicinity will not happen for a several years. Kolzow asked if it is possible to leave some of the hill for sledding and suggested using grindings (for a cost savings) for the temporary parking lot. The Public Works Superintendent will be consulted.
5. Commissioners Projects
 - a. Ice Rink/Sign/Takedown – Kolzow thanked Public Works for taking the rink down and putting it into storage. It was not a great winter for ice. No significant issues this year. The liner was too large and should be trimmed down for next year. A sign should be posted for liability with rules. Reilley has a quote for a sign and will re-send it to Commissioners for review. The sign should be large enough to add more rules in future years if need be. Would like to get the sign created soon so it is ready when next winter rolls around. Red and green flags or signs visible from Route 47 would be good so the status of the rink can be seen when driving by.
 - b. ECCC Lease Update – Village Admin Nevenhoven said the agreement has been reviewed and given the thumbs up by the Village Attorney. However, with revenue decrease due to the Coronavirus pandemic, staff does not feel this project should go forward. Site plans for the grant would be \$10,000-\$11,000 out of Village funds. There was consensus to put this on the back burner for now. The agreement has not been executed with the Community Center and would have been contingent on receiving the OSLAD grant.
 - c. Elburn Station Update – Nevenhoven reported the project went out to bid and the low bidder came in \$200K above the estimate making the total park cost approximately \$1M. None of the bids were accepted. A total of \$80K has already been spent between design and engineering (split between the Village, Blackberry Township and Shodeen). The project will be re-bid. The second round of bids is due May 20, 2020. The Township has been contacted asking if they have extra funds available if the bids come back over budget again. With the current revenue situation due to the Coronavirus pandemic, it is not certain if the Village will have extra funds if the bids come back over budget. Hitchcock Design has contacted the State if the timeline can be extended and the answer is unknown at this time. We will wait to see how the bids come back. If we end up cutting the project, Elburn would not be eligible to apply for another OSLAD grant for two years. Mayor Walter has inquired with Hitchcock Design what we missed that would make the bids so far off the mark. Nevenhoven said he is concerned with the future of this project.

- d. Elburn Station Park Name – Nevenhoven sent guidelines on naming parks to Commissioners. It was suggested the park as a whole be memorialized with the possibility of naming fields or courts within the park for individuals or families. Nevenhoven suggested Elburn Station Community Park. Mayor Walter would like to include Blackberry in the name somehow since the Township is helping with the cost. Commissioners should email Nevenhoven with suggestions.
 - e. Summer Program Ideas – Pat Leach was going to look into movie events. With the COVID-19 pandemic, it does not appear there will be a lot of gatherings this summer. There was consensus not to totally eliminate this for now—keep something in mind in case we can do something in August.
 - f. Prairie Park Bridge Update – Nevenhoven said the concrete culverts for the waterway are curing and work will begin later this week. The gazebo and surrounding concrete will be removed. Due to revenue reduction, perhaps this is the one project we should think about completing next fiscal year.
 - g. Elliott Park Shelter – The shelter is up at Elliott Park. Another shelter is suggested at dead end of Patriot (Oak Park) but the builder suggests a 17'x17' shelter vs. 20'x20' in order to save more trees. Due to revenue concerns, Nevenhoven suggested a shelter at Prairie Park rather than Oak Park for now. McCarty thinks Blackberry Creek HOA may help with the shelter in Oak Park. Mayor Walter suggested something be done on the north side of town for now and thought it should be a shelter at Prairie Park to replace the gazebo. While a 20'x20' shelter is probably the best option at Prairie Park, cost for a 17'x17' shelter will be obtained in order to give the Village Board a choice. There was consensus to focus on the shelter at Prairie Park for now. Reilley asked if the DOG (only) drinking fountain can be turned on at Prairie Park. Public Works will be asked about this.
 - h. Crosswalk Striping Near Elliott Park – Public Works is arranging but cannot be completed until the weather gets warmer.
 - i. Playground Weeds – TruGreen has been contracted to manage weeds in the mulched playground areas in parks. The treatment used will be glyphosate-free.
 - j. The door on the little library at Elliott Park is missing. McCarty is willing to fix it if anyone knows where the door is. Public Works may have already picked it up.
 - k. The dirt hill at Heritage Park has been graded and seeded.
 - l. A lot of brush and overgrowth has been removed from some retention ponds in Blackberry Creek. Nevenhoven said Public Works intends to do a wood chip path around one/some of the pond(s) as a walking path.
 - m. Kuefler volunteered to be the second administrator for the Parks Facebook page.
6. 2020 Budget – See discussion above related to revenue reduction due to Coronavirus pandemic.
 7. Vacancies – Mayor Walter has solicited for Park and Planning Commission applications and received none so far. Commissioners will spread the word.
 8. Other Business – The next meeting will be May 19, 2020.
 9. Adjourn - McCarty motioned to adjourn the meeting at 7:51 p.m. with Kuefler seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,



Diane McQuilkin
Village Clerk