



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 18, 2021 @ 7:00 pm

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comments
5. Approval of Minutes – April 20, 2021
6. Commissioners Projects
 - a) Elburn Station Community Park Update
 - b) Movie Night Schedule
 - c) Prairie Park upgrades
 - d) Liberty Park upgrades
 - e) Exercise Equipment @ Elburn Station
 - f) Running Event Planning
 - g) Long Range Planning
7. Other Business
8. Adjourn

Next meeting: Tuesday 6/15/2021

MINUTES
VILLAGE OF ELBURN PARKS COMMISSION
APRIL 20, 2021
7:00PM
AT ELBURN VILLAGE HALL

Members Present: Dave Dickinson, Chairman Dan Kolzow, Dawn Kuefler, Patrick Leach, Brian McCarty, Bill Ott (arrived at 7:12pm), Rob Reilley

Members Absent:

Staff Members Present: Village Administrator John Nevenhoven

Others Present: Resident Sue Schultz

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. Public Comment – Resident Sue Schultz said she has a proposal for Elburn's parks in response to a comment on Facebook that it would be nice to have exercise equipment like St. Charles parks have. Schultz received information from St. Charles Park District regarding a grant they were awarded. The information has been passed along to Village Admin John Nevenhoven.
5. Approval of Minutes – March 16, 2021 – A motion to approve the minutes was made by Dickinson and seconded by Leach. The motion carried by unanimous voice vote.
6. Commissioners Projects
 - a. Elburn Station Community Park Update – Nevenhoven advised asphalt is down, parking lot has been paved and striped and still working on striping the multi-use court. Fields will not be used for organized recreation this year because the turf needs time to be established. As part of OSLAD grant, there must be an interpretive sign. Nevenhoven is working on this with a company recommended by Hitchcock. Landscapers have started and Shodeen has talked about extending the pedestrian path to the east. The deadline for park completion is May 30, 2021. Kolzow would like to consider seeding another field. A quote has been received from Pirok Design for a 2-sided sign for the park. A smaller sign is recommended. The sign must say partially funded by OSLAD. Individual items within the park may be sponsored with donor naming rights. A motion to approve the purchase of the smaller sign for \$4,575 was made by Reilley and seconded by Dickinson. The motion carried by unanimous voice vote. Nevenhoven was asked to double check with Pirok to make sure the sign will be easily seen.
 - b. Prairie Park Upgrades – McCarty has been speaking with contractor Palpant regarding the band shell construction. Leach said he wants to be involved in these discussions. Due to wood shortages and high cost, Palpant suggested getting all site work completely done before commencing on the band shell. McCarty will speak with Public Works regarding site prep. A photo of a similar structure was shown to all Commissioners. Kolzow said power should come from pedestals at the front of the park vs. coming from the Public Works building. A meeting with Kolzow, McCarty, Leach, Nevenhoven and VanBogaert will be scheduled. We need to start thinking about dates for movie nights.
 - c. Liberty Park Upgrades – It was suggested Liberty Park get an adult-sized and a child-sized picnic table. McCarty will bring information and pricing to the next meeting for the Committee to review. Regarding Oak Park in Blackberry Creek, a shelter and a path connecting to the park was suggested—that would not involve the removal of trees.
 - d. Running Event Planning – Reilley has been conducting a survey and the most popular name for the race thus far is Elburn Run the Rails, sponsored by Elburn Parks. A logo which will incorporate the Village of Elburn and Parks logos is being created. A repository (revenue line

item) for race registration and fees needs to be set up. The plan is to have the race during Elburn Days. Since this is a fundraiser going toward funding for park equipment, etc., heavy advertising is recommended. The previous Village attorney did not approve of making cash donations to nonprofits. The current Village attorney will be consulted for his opinion. For a Village-sponsored event, there is no charge for police assistance. Shodeen may be willing to donate as well. Reilley and Ott will discuss financials and insurance coverage with Nevenhoven and Finance Director Elder. Ott said he will need some funds up front in order to order shirts, medals, etc.

7. Other Business – McCarty would like to order a charcoal grill for Elliott Park—it is less than \$200. A motion to approve the purchase a charcoal grill, not to exceed \$200+shipping was made by McCarty and seconded by Leach. The motion carried by unanimous voice vote. The upcoming Elburn Chamber health fair will be in May. It was agreed the Parks Commission will participate. A COI must be provided by all participants. Leach will look into a table curtain identifying the Parks Commission for this event—it can be used for other events as well. Leach, Reilley and Ott will man the table at the event.
8. Adjourn - Dickinson motioned to adjourn the meeting at 7:54 p.m. with Kolzow seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,



Diane McQuilkin
Village Clerk