



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 17, 2021 @ 7:00 pm

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

Next meeting: Tuesday 9/21/2021

MINUTES
VILLAGE OF ELBURN PARKS COMMISSION
JULY 20, 2021
AT ELBURN VILLAGE HALL

Members Present: Chairman Dan Kolzow, Dawn Kuefler, Brian McCarty, Bill Ott, Rob Reilley

Members Absent: Dave Dickinson, Patrick Leach

Staff Members Present: Mayor Jeff Walter

Others Present: Mike & Anne Kothe

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 15, 2021 – A motion to approve the minutes was made by McCarty and seconded by Kuefler. The motion carried by unanimous voice vote.
5. Public Comment – None
6. Commissioners Projects
 - a) Elburn Station Community Park Update – Mayor Walter advised the park sign is up. IDNR has approved the park overall but there is some paperwork to be completed before it is official. As predicted (the property is in a floodway), there was flooding at the park following recent rains. The park was underwater at one point and was temporarily closed. It appears alterations need to occur to drain the property quicker. The courts are being used regularly. The only complaints are the courts are already in use when someone else wants to use them. The Village will not institute a reservation system. Discussion ensued regarding possible expansion of courts so basketball and tennis playing can occur simultaneously. Signage with courtesy guidelines was suggested (1 hour limit if someone is waiting). A motion was made by McCarty and seconded by Kolzow to approve a BE COURTEOUS sign with a one-hour time limit. The motion carried by unanimous voice vote. Village Admin Nevenhoven will be asked to order the sign. Reilley has not heard back from the pickle ball company about putting up advertising and pickle ball rules. Reilley will give them a call. Redistribution of some of the picnic tables to other parks was discussed. Concrete pads will have to be poured for each picnic table. Discussion of the abundant goose population took place. There does not appear to be any measures being taken to deter the geese.
 - b) Movie Night – Attendance was down at the last event due to competition elsewhere that evening. Mayor Walter advised an event calendar has been created so this will not happen again. The August 13 movie night (date night, The Conjuring) seems to have a lot of interest. Realtor Anne Kothe will sponsor the August movie night and presented the Commission with a check for same. The Kothe's also presented a check for Run the Rails sponsorship. Popcorn and candy sales at movie night will be by the Venturers as usual for their fund raising.
 - c) Prairie Park Upgrades – Discussion of the proposed bandshell ensued. There is consensus not to pour concrete until such time that structure type is known. Wood vs. steel construction has been discussed and it was suggested the manufacturer of the shelter at Elburn Station Community Park be considered as an option. A large structure (26'x30' maximum) is recommended with a pitched roof. A mono-slope wooden structure is favored. Ongoing maintenance of wood is a consideration. Nevenhoven will be asked to obtain pricing on both styles for discussion at the next meeting.
 - d) Liberty Park Upgrades – Two child-sized picnic tables have been ordered. McCarty stated Public Works will pour concrete pads. Only one of the tables will be installed at Liberty Park. Discussion ensued as to the location of the new table at Liberty Park including removal and/or

rearranging existing benches. McCarty knows of a donor who would like to donate a park bench at Liberty Park in the perimeter of the playground on a cement pad. Discussion of new playground equipment ensued. McCarty suggested he and Public Works complete installation of the new piece. Motion by Kolzow to purchase said playground piece/equipment, not to exceed \$15,000, and incorporate the equipment into the existing playground area by expanding the perimeter as required for safety. Base of equipment will be installed per manufacturer's recommendation. The motion was seconded by Ott. The motion carried by unanimous voice vote.

- e) Running Event Planning – Reilley provided the following updates. Sponsorships are coming in. Flyers are distributed around town. Mayor Walter will do a speech. Trophies and medals are ordered. T-shirts will be green with white lettering and two styles will be available. Registrations and donations are coming in. Currently there are 25 people registered. August 4 is the deadline for a t-shirt. The course has been biked a few times and if anyone is interested in riding it, let Reilley know. Arrow signs and spray chalk will be used to mark the course. The Kaneland Cross Country team will help as volunteers and more volunteers are needed. The Parks Commission should have a booth at the race starting line. Police will help with crossing at Keslinger Road. A call for volunteers will be put on Facebook. Streets will not be closed during the event. Mayor Walter advised path maintenance is scheduled in Blackberry Creek and suggested Reilley contact Public Works to discuss the maintenance schedule.
- f) Long Range Planning – Would like to consider the Community Center and Kolzow will research grants for potential funding. A game plan should be in place in the event a grant opportunity occurs.
- g) Ice Rink Liner – Last year's liner had to be patched. There was discussion of proper storage of the liner to ensure longevity. A motion to purchase a new liner not to exceed \$1,500 was made by McCarty and seconded by Reilley. The motion carried by unanimous voice vote. Nevenhoven will be presented with three options to choose which one to purchase.
- h) Park Naming Guidelines – The Village has a policy in place and copies were sent to Commissioners for review. Recommended changes to the policy are highlighted by red text within the document. Naming guidelines was discussed. There was consensus the Parks Commission and Village Board have final say for naming rights. Some believed the existing policy addresses the issue sufficiently. There was disagreement if naming rights should be based on a percentage of project cost. Merits and time contribution was also discussed. Guidelines will be helpful to pass information to potential donors and Mayor Walter said they will take politics out of the issue. Plaques for donor contributions at Elliott Park have not been installed and needs to be addressed. Mayor Walter will contact other mayors to see what their policies reflect and will report back.
- i) Exercise Stations at Elburn Station Community Park – Ott distributed information to the Committee. He has been working with residents and has recommendations for two 4-person exercise stations. Locations within the park were identified including close to the playground vs. further away from the playgrounds (manufacturer recommends only 14 years and older use equipment). Discussion ensued if 4-person equipment vs. single person work stations are the best option. Cost was also discussed. Some commissioners expressed concern that the stations will not be utilized as much as some think. Ott will bring new options to next month's meeting.

7. Other Business – None

8. Adjourn - Kuefler motioned to adjourn the meeting at 8:23 p.m. with Ott seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,



Diane McQuilkin
Village Clerk