



Village of Elburn

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Park Commission Meeting Agenda  
Tuesday, September 20, 2022, @ 7:00 pm

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comments
5. Approval of Minutes – August 16, 2022
6. Commissioners Projects
  - a) Prairie Park Pavilion Engineering
  - b) Elburn Station Community Park
  - c) Strategic Plan Update
7. Other Business
8. Adjourn

Next meeting: Tuesday 10/18/2022

MINUTES  
VILLAGE OF ELBURN PARKS COMMISSION  
AUGUST 16, 2022  
AT ELBURN VILLAGE HALL

Members Present: Dawn Kuefler, Brian McCarty, Bill Ott, Rob Reilley, Amy Szumny

Members Absent: Dave Dickinson, Chairman Dan Kolzow

Staff Members Present: Village Administrator John Nevenhoven

Others Present:

In the absence of Chairman Kolzow, there was unanimous consensus to appoint Commissioner Reilley as temporary chairman for this meeting.

1. Call to Order – Temp Chairman Reilley called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance – Temp Chairman Reilley led the assembly in the Pledge of Allegiance.
3. Roll Call – A roll call vote ensued.
4. Public Comment – None
5. Approval of Minutes – July 19, 2022 – An error in the minutes was pointed out. Under “Other Business,” the next meeting date should be changed to August 16, 2022. A motion to approve the minutes, with the correction noted, was made by McCarty and seconded by Ott. The motion carried by unanimous voice vote.
6. Commissioners Projects
  - a. Movie in the Park – It was noted the movie vendor is not available the second Friday in September (September 9). McCarty made a motion to cancel the September movie night. The motion was seconded by Szumny. A roll call vote ensued. Ayes: Kuefler, McCarty, Ott, Reilley, Szumny. Nays: None. Motion carried.
  - b. Liberty Park – There was a complaint on Facebook that a swing was twisted and that the Village is more focused on new parks than established parks. This is untrue as the swings at Liberty Park have been replaced and there are plans for improvement of Liberty Park (panels, shelter, etc.). McCarty will contact Public Works Supt. VanBogaert to plan/discuss improvements.
  - c. Prairie Park Pavilion Engineering – Nevenhoven, Kolzow and McCarty met with architects. McCarty displayed schematics A, B and C. C is not recommended due to it being a potential bird habitat with a cost of \$104K. B is similar to the existing shelter with a price of \$117,960. It is estimated \$35K for site improvement—unless Public Works can do the work in-house. Option A is similar to what was discussed in the beginning with a pitched roof and a combination of wood and steel material. Cost estimate is \$108,800 plus \$6,800 for a membrane roof. Lifespan is 30-50 years. Going forward, it was asked that a committee work with the architect to review materials and make decisions. The front of the stage will be 30” tall (average height of a desk) with stairs and an ADA ramp on the side. Commissioner Szumny does not like the wood-composite was discussed. Donors and/or fundraising was suggested to cover some of the cost. There was consensus to go with option A. A motion was made by Szumny and seconded by Kuefler to approve option A for the concert pavilion/band shelter. A roll call vote ensued. Ayes: Kuefler, McCarty, Ott, Reilley, Szumny. Nays: None. Motion carried. It was suggested that Mayor Walter announce this at the Run the Rails race during Elburn Days – there may be potential donors present. Nevenhoven suggested Kolzow and McCarty serve on the construction committee and there was unanimous consensus to this suggestion. McCarty made a motion for the review committee, consisting of McCarty and Kolzow, to serve as liaison and report back to the Parks Commission regarding materials, RFPs, etc. The motion was seconded by Kuefler. The motion carried by unanimous voice vote.

d. Strategic Plan Update – Nevenhoven asked Commissioners to review the Kick-Off Meeting Notes. There will be different ways for residents to provide comments (same as the Elburn Connects process). We will not be ready for a pop-up at Elburn Days—hopefully by the Christmas Stroll and other events. NIU is working behind the scenes to get it up and running. It was suggested this be pushed out on social media groups to obtain as much input as possible.

7. Other Business – Nevenhoven suggested the next OSLAD grant application be a joint one for Prairie Park and the Community Center. It is not certain if a joint application is allowed. A long-term lease (20-30 years) is required for the Community Center. In addition, the Community Center parcel has a geothermal field under the sand volleyball courts. Nevenhoven asked for input if we should pursue one or the other or both. McCarty said he does not think Elburn is ready to spend this much not having a park district. McCarty suggested going forward with the band shell at Prairie Park and replace the playground with artificial surface. When asked if focus should be on Prairie Park, it was commented that having Prairie Park as a destination park in the center of town with an accessible playground would be good.

Run the Rails Race, August 20, 2022 – Reilley reported sign-ups have surpassed last year—expect 154 participants. The blow-up finish line is received. Porta potty, wash station and extra garbage cans are on order from LRS. Police will be at Keslinger and Anderson Road (before 8:00am) to direct traffic. A total of 50 coaches and cross-country team members will volunteer their help. Race packet pickup will be at Village Hall on Friday, August 19, from 9am to 3pm.

September 17 is the annual .1K beer run at the American Legion.

8. Adjourn - McCarty motioned to adjourn the meeting at 7:53 p.m. with Szumny seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,



Diane McQuilkin  
Village Clerk