



Village of Elburn

301 E. North Street Elburn, IL 60119
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www.elburn.il.us

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

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comments
5. Approval of Minutes – November 15, 2022
6. Commissioners Projects
 - a) Strategic Plan Update
 - b) 2023 Meeting Calendar
7. Other Business
8. Adjourn

Next meeting: **Wednesday 1/18/2023**

MINUTES
VILLAGE OF ELBURN PARKS COMMISSION
NOVEMBER 15, 2022
AT ELBURN VILLAGE HALL

Members Present: Dave Dickinson, Dan Kolzow, Dawn Kuefler, Brian McCarty, Bill Ott

Members Absent: Rob Reilley, Amy Szumny

Staff Members Present: Village Administrator John Nevenhoven

Others Present:

1. Call to Order: Chair Kolzow called the meeting to order at 7:00 pm
2. Pledge of Allegiance: Chair Kolzow led the assembly in the Pledge of Allegiance
3. Roll Call: A roll call vote ensued
4. Public Comment: Kathy Murray, of Elburn Field House, 801 E. North Street, presented an overview of the services they provide. Ms. Murray is offered to partner with the community to use their facilities. Ideas included indoor walking for seniors, kickball, and day camps for small children.
5. Approval of the minutes: October 18, 2022 – A motion to approve the minutes was made by Dickinson and seconded by Ott. The motion was carried by a unanimous voice vote.
6. Commissioners Projects:
 - a. Prairie Park Pavilion: Village Administrator John Nevenhoven presented a revised concept drawing from Trotter and Associates for the proposed Prairie Park Pavilion. The pavilion has a flat roof, sloped to the rear instead of a barrel-shaped roof. The new design is less expensive than originally proposed due to the less complex design. No cost estimate was provided by Trotter and Associates for the new design. Chair Kolzow stated that the cost of the pavilion doesn't matter today, but will when it is included on the CY 2023 OSLAD application. The Commissioners agreed the design is acceptable.
 - b. Prairie Park CY 2023 OSLAD PSA: The Parks Commissioners reviewed the professional services agreement with Upland Design for the 2023 OSLAD grant application. No changes were made to the agreement. Village Administrator John Nevenhoven will sign the agreement with Upland Design.
 - c. Elburn Station Community Park: Bids were received for stormwater and other improvements to Elburn Station Community Park. The bids were higher than expected and Staff will present options to the Village Board to lower costs.
 - d. Strategic Plan Update: Village Administrator John Nevenhoven provided an update on the Parks Strategic Plan project. The team from NIU Center for Governmental Studies conducted two focus groups with students from Harter Middle School and Elburn residents. The resident group suggested improving communication to new and existing residents. Ott suggested a podcast to highlight programs and services. McCarty stated that the Movie in the Park was widely publicized but attendance was still very low. Dickinson suggested a sign at the Community Center to announce various events

throughout the Village, including the E&CCC, American Legion, Town and Country Library, Elburn Lions, and the Elburn Chamber as possible participants.

7. Other Business: Kolzow stated that it is time to set up the ice rink. He requested assistance from Public Works to help set up the rink. A new liner was purchased this year.

McCarty stated he has met with John Palpant, contractor for park shelters, to discuss a shelter at Liberty Park. The shelter location has been JULIE'd and stormwater work needs to be completed by Public Works. It was suggested to add port-a-potties at various park locations. Palpant can install wood screens for the port-a-potties. Will need to keep the port-a-potties in close proximity to the road for service and maintenance.

8. Adjourn: Dickinson motioned to adjourn the meeting at 7:54 pm with McCarty seconding the motion. The motion passed unanimously by voice vote.



Village of Elburn

December 1, 2022

NOTICE TO PRESS
(Not intended as a press release)

The following is a listing of planned meeting dates of the Village of Elburn's Village Board, Committee of the Whole, Planning Commission, Tree Board, Parks Commission, Board of Police Commissioners, and Police Pension Board for calendar year 2023. All meetings are held at the Village Hall, 301 E. North Street, Elburn, Illinois, 60119 unless otherwise noted. Village Board meetings begin at 7:00PM and the Committee of the Whole at 7:15PM or immediately following the Village Board meeting. The Police Pension Board meets at 4:00PM, the Board of Police Commissioners meet at 5:00PM and all others begin at 7:00PM, unless otherwise noted.

Please note that planned meeting dates/starting times are subject to change or may be cancelled due to lack of agenda. Also, Public Hearings are scheduled on an as-needed basis. You may obtain the most up-to-date information regarding meeting dates/times on the Village's website at www.elburn.il.us. You may also contact Village Administration at 630-365-5062 for real-time meeting information.

JANUARY	Meeting
January 3, 2023 (Tuesday)	Village Board/Committee of the Whole
January 4, 2023 (Wednesday)	Planning Commission/Zoning Board of Appeals
January 17, 2023 (Tuesday)	Village Board/Committee of the Whole
January 18, 2023	Parks Commission
January 19, 2023	Police Pension Board
January 26, 2023	Board of Police Commissioners
FEBRUARY	
February 6, 2023	Village Board/Committee of the Whole
February 7, 2023	Planning Commission/Zoning Board of Appeals
February 21, 2023 (Tuesday)	Village Board/Committee of the Whole
February 22, 2023 (Wednesday)	Parks Commission
February 23, 2023	Board of Police Commissioners
MARCH	
March 6, 2023	Village Board/Committee of the Whole
March 7, 2023	Planning Commission/Zoning Board of Appeals/Tree Board
March 20, 2023	Village Board/Committee of the Whole
March 21, 2023	Parks Commission
March 23, 2023	Board of Police Commissioners
APRIL	
April 3, 2023	Village Board/Committee of the Whole
April 4, 2023	Planning Commission/Zoning Board of Appeals/Tree Board
April 17, 2023	Village Board/Committee of the Whole
April 18, 2023	Parks Commission
April 20, 2023	Police Pension Board
April 27, 2023	Board of Police Commissioners

MAY	
May 1, 2023 May 2, 2023 May 15, 2023 May 16, 2023 May 25, 2023	Village Board/Committee of the Whole Planning Commission/Zoning Board of Appeals Village Board/Committee of the Whole Parks Commission Board of Police Commissioners
JUNE	
June 5, 2023 June 6, 2023 June 19, 2023 June 20, 2023 June 22, 2023	Village Board/Committee of the Whole Planning Commission/Zoning Board of Appeals Village Board/Committee of the Whole Parks Commission Board of Police Commissioners
JULY	
July 3, 2023 July 5, 2023 (Wednesday) July 17, 2023 July 18, 2023 July 20, 2023 July 27, 2023	Village Board/Committee of the Whole Planning Commission/Zoning Board of Appeals Village Board/Committee of the Whole Parks Commission Police Pension Board Board of Police Commissioners
AUGUST	
August 1, 2023 August 7, 2023 August 15, 2023 August 21, 2023 August 24, 2023	Planning Commission/Zoning Board of Appeals Village Board/Committee of the Whole Parks Commission Village Board/Committee of the Whole Board of Police Commissioners
SEPTEMBER	
September 5, 2023 (Tuesday) September 6, 2023 (Wednesday) September 18, 2023 September 19, 2023 September 28, 2023	Village Board/Committee of the Whole Planning Commission/Zoning Board of Appeals/Tree Board Village Board/Committee of the Whole Parks Commission Board of Police Commissioners
OCTOBER	
October 2, 2023 October 3, 2023 October 16, 2023 October 17, 2023 October 19, 2023 October 26, 2023	Village Board/Committee of the Whole Planning Commission/Zoning Board of Appeals/Tree Board Village Board/Committee of the Whole Parks Commission Police Pension Board Board of Police Commissioners
NOVEMBER	
November 6, 2023 November 7, 2023 November 16, 2023 (third Thursday) November 20, 2023 November 21, 2023	Village Board/Committee of the Whole Planning Commission/Zoning Board of Appeals Board of Police Commissioners Village Board/Committee of the Whole Parks Commission
DECEMBER	
December 4, 2023 December 5, 2023 December 18, 2023 December 19, 2023 December 28, 2023	Village Board/Committee of the Whole Planning Commission/Zoning Board of Appeals Village Board/Committee of the Whole Parks Commission Board of Police Commissioners