

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.