



Village of Elburn
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Park Commission Meeting Agenda
TUESDAY, JULY 18, 2023, @ 7:00 pm

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comments
5. Approval of Minutes – April 18, 2023, and June 20, 2023.
6. Commissioners’ Projects
 - a. Move with the Mayor
7. Staff Updates
8. Other Business
9. Adjourn

Next meeting: **Tuesday 8/15/2023**

MEETING MINUTES
VILLAGE OF ELBURN PARKS COMMISSION
APRIL 18, 2023
ELBURN VILLAGE HALL

Members Present: Dave Dickinson, Dawn Kuefler, Chairman Rob Reilley, Tim White

Members Absent: Brian McCarty, Bill Ott, Amy Szumny

Staff Members Present: Village Administrator John Nevenhoven

Others Present: Kerri Lee-Young (Grilled Cheese Food Truck), Rebecca Moore

1. Call to Order: Chairman Reilley called the meeting to order at 7:00 PM
2. Pledge of Allegiance: Chairman Reilley led the assembly in the Pledge of Allegiance.
3. Roll Call: A roll call ensued.
4. Public Comment:
 - Kerri Lee-Young asked if food trucks could be allowed at the parks in town, especially with baseball season happening. John Nevenhoven will look into that request and respond back to Ms. Lee-Young.
 - The Commission discussed having a food truck at "Movie in the Park" night. Ms. Lee-Young does the bookkeeping for the Grilled Cheese Food Truck, and she stated that they would waive any minimum for the movie night. She also has some connections with other trucks. The topic of sponsors was brought up, and what a sponsor receives for doing so. A sponsor can advertise on the screen, and they are mentioned on social media as well. Ms. Lee-Young stated that if the Commission had someone/company sponsor the movie, the Grilled Cheese Truck would donate a percentage of their profits from the sales. It was also suggested to partner with one of the elementary schools. Discussion occurred about a date to have the movie night, location, time, and movie to be shown. As of now, a tentative date would be August 11, 2023. Ms. Lee-Young recommended having the truck for 2-2.5 hours. The Commission still needs to narrow down a location as well as the movie to be shown. Reilley will contact the company with the video equipment to check his availability. In conclusion, the Commission wants to try bringing in a food truck(s) for "Movie in the Park" to draw more attendance.
 - The Commission thanked Kerri Lee-Young for her suggestions.
5. Approval of Minutes - March 21, 2023: A motion to approve the minutes was made by Commissioner Kuefler and seconded by Commissioner Reilley. A roll call vote ensued. Ayes: Dickinson, Kuefler, Reilley, White. Nays: None. Motion carried.
6. Parks Budget:
 - Nevenhoven stated the Village Board passed the budget, and there are no changes to the Parks Budget for the year.
 - May 2, 2023 at 10am is a kick-off meeting with Upland Design for the OSLAD Grant for Prairie Park.
7. Commissioners' Projects:
 - Elburn Station Community Park improvements are complete except for the restoration and asphalt of the path. A drinking fountain has been ordered. The Public Works Dept. will be working with a contractor to stripe out the basketball courts at the park.

- Nevenhoven spoke with a member from Elburn softball who would like more fields in town. As of now, the Village does not have the land/space for more fields.
- Blackberry Creek HOA wants to install some park benches this summer. Reilley stated he had someone wanting to purchase/sponsor one of the benches. He will have her reach out to Nevenhoven.

8. Other Business:

- Kerri Lee-Young asked if any parks could have cornhole sets installed? The Commission agreed that Prairie Park would be a good location.
 - Building a new park in Elburn was mentioned. Nevenhoven explained that the response from the public in the Strategic Plan was that residents want the current facilities and equipment updated and maintained prior to building any new parks. Also, to build a new park, the developer said there would need to be a Grant involved; therefore, a new park in the Village is not happening now. The Commission will be focusing on Prairie Park improvements and the OSLAD Grant.
 - Reilley contacted Otter Cover Waterpark in St. Charles regarding a potential discount to Elburn residents. He has not heard back yet.
 - The Race in August currently has two sponsors. Registration is on track for what it was last year.
9. Adjourn: Commissioner Dickinson motioned to adjourn the meeting at 7:32 PM with Commissioner Kuefler seconding the motion. The motion passed unanimously by voice vote.

Respectfully Submitted,



Katie Johnston
Deputy Village Clerk

MEETING MINUTES
VILLAGE OF ELBURN PARKS COMMISSION
JUNE 20, 2023
ELBURN VILLAGE HALL

Members Present: Dawn Kuefler, Chairman Rob Reilley, Bill Ott, Amy Szumny, and Tim White

Members Absent: Dave Dickenson, Brian McCarty

Staff Members Present: Village Administrator John Nevenhoven

Others Present: Ashley Johnson (Upland Design)

1. Call to Order: Chairman Reilley called the meeting to order at 7:00 PM
2. Pledge of Allegiance: Chairman Reilley led the assembly in the Pledge of Allegiance.
3. Roll Call: A roll call ensued.
4. Public Comment:
 - Commissioner Reilley said there were several Facebook comments regarding the Prairie Park updates. A good portion of those comments were regarding having a splash pad at the park. Reilley directed those that commented to fill out the online survey.
5. Approval of Minutes: No Quorum 5/16/23
6. Commissioners' Projects:
 - a. Move with the Mayor: The plan will be to do an event with the 'Run the Rails' race in August. 'Bike with the Mayor' will be scheduled at another time.
7. Staff Updates:
 - a. Prairie Park Concept Plan and Survey Results
 - Ashley Johnson (Upland Design) presented the Prairie Park Concept Planning as well as the public survey results. She will take the feedback from the public meetings and the survey results and incorporate those into the plans to present to the Village Board in August.
 - o The public was given 3 design options for the playground equipment with multiple options in each design.
 - o The public was given 6 options for fitness equipment and could choose 3.
 - o Upgraded pedestrian lights, more seating, a bandshell, a fishing spot, a concrete trail loop extension, and a game area are more amenities that were listed for the public to choose their preference in priority.
 - o Having a splash pad was at the top of the list for open-ended responses.
 - o The online survey ends at the end of the night tonight (6/20/23).
 - There was a discussion among the Commissioners regarding the survey results (see agenda packet). Tonight, the Commission needs to put together a recommendation for the Village Board. Prairie Park is the "Park of Elburn" as far as location so it should have something for everybody in it.
 - o Splash pads were high on the "want" list; however, they are costly to maintain.
 - o Landscaping and planting of trees/grasses at the park were discussed.
 - o Each piece of equipment that was picked by the public is from a different vendor. There is no issue in color-matching the equipment between vendors.

- The commission will pick the swing configuration. Friendship swings are a popular choice. There is an option to keep the current swings if they are in good condition. It's possible to keep the structure and change out the type of swings. Ms. Johnson will look at the design to see if one of those options will work.
 - The idea of having charging stations somewhere at the park was brought up. In the tables? By the lights?
 - All the improvements will be using the OSLAD Grant money, which is a 50/50 match. In March/April 2024, the state will announce the OSLAD Grant information. The new park could potentially be built next spring.
 - Commissioner Reilley believes most of the town will be excited about the park improvements.
- A motion to accept and recommend to the Village Board the public input with minor changes to the swing set was made by Commissioner Ott and seconded by Commissioner Reilley. A roll call vote ensued. Ayes: Kuefler, Reilley, Ott, Szumny, White. Nays: None. Motion carried.

8. Other Business:

- Commissioner Ott stated that the tennis court at Elburn Station is being utilized well. He suggested restriping the pickleball court to have 2 pickleball courts. Ott will gather quotes on the equipment (nets) and striping that would be needed.
- 'Run the Rails' race numbers are consistent thus far with last year's registration numbers. Reilley suggested the Commission come up with a way to make the race more unique to Elburn for next year.

9. Adjourn: Commissioner Reilley motioned to adjourn the meeting at 7:45 PM with Commissioner Kuefler seconding the motion. The motion passed unanimously by voice vote.

Respectfully Submitted,



Katie Johnston
Deputy Village Clerk