



COMMISSION AGENDA
Wednesday, December 14, 2016, 7:30 a.m.
Lunch Room, 400 S. Eagle Street, Naperville, Illinois

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
 - A. November 9, 2016 Meeting – Jeanne Buddingh for Geoff Roehll
- IV. Open Forum - Members of the public who wish to address the Commission
- V. Reports
 - A. Chairman – Jeanne Buddingh for Geoff Roehll
 - B. Finance - Bill Novack
 - C. Park District - Chuck Papanos
 - D. Riverwalk Foundation - Stephanie Penick
 - E. Donor Recognition - Jan Erickson
 - F. Public Relations - Jeanne Buddingh
 - G. Planning, Design, and Construction - Jeanne Buddingh
- VI. Old Business
 - A. Water Street Project - Bill Novack
 - B. Moser Tower - Bill Novack
 - C. Other
- VII. New Business
 - A. Other
- VIII. Riverwalk Reflections
- IX. Upcoming Meetings
 - A. Planning, Design & Construction Committee, Tuesday, January 3, 2017, 7:30 a.m.
Conference Room 164, Municipal Center, 400 S. Eagle St., Naperville, IL
 - B. Riverwalk Commission, Wednesday, January 11, 2017, 7:30 a.m.
Lunch Room, Municipal Center, 400 S. Eagle St., Naperville,
 - C. *Planning, Design & Construction Committee, Tuesday, January 24, 2017, 7:30 a.m.
Conference Room 164, Municipal Center, 400 S. Eagle St., Naperville, IL
- X. Adjournment



COMMISSION MEETING MINUTES OF NOVEMBER 9, 2016

I. Call to Order

Chairman Roehll called the November 9, 2016 Naperville Riverwalk Commission Meeting to order at 7:32 a.m. The meeting was held in the Lunch Room of the Naperville Municipal Center located at 400 S. Eagle Street, Naperville, Illinois.

II. Roll Call

Present: Judy Brodhead; John Joseph; Dave Kelsch; Debra Lellbach; Bill Novack; Chuck Papanos; Stephanie Penick; Jack Penrose, Student Commissioner; Geoff Roehll, Commission Chairman; and Bob Ross

Absent: Jeanne Buddingh; Gerry Heide; Pat Kennedy; and Kruti Sutaria, Student Commissioner

Also Present: Brian Dusak, ERA; and Evan Summers, NCTV

III. Approval of Minutes

A motion to approve the October 12, 2016 minutes was made by Novack, seconded by Kelsch. MOTION WAS UNANAMOUSLY APPROVED.

IV. Open Forum

No members of the public were interested in addressing the Commission.

V. Reports

A. Chairman – Geoff Roehll
No report.

B. Finance – Bill Novack

1. Novack distributed and reviewed the October 2016 monthly financial report.
2. The updated CY2017 Operations and CIP budgets were distributed and reviewed. The format for the City Council budget workshops has changed. The Operations budget and CIP budget will be presented at the same time, not at different workshops as had been the process in that past. In addition, the Riverwalk budgets have been combined with Transportation, Engineering & Development (TED) as the Riverwalk falls under TED's authority.

C. Park District – Chuck Papanos

1. Winter Season Preparations

The Park District staff is making preparations for the upcoming winter season. The Santa House has been installed. The fencing on Rotary Hill is going up, the hockey rink is being installed and all fountains/drinking fountains should be turned off within the week.

2. Naperville Marathon

There was no negative impact to the Riverwalk following this year's Naperville Marathon which took place on October 26, 2016.

3. Millennium Carillon

The Scare-illon concert took place on October 29, 2016 when the Elan Dancers also performed. A concert featuring early American music will take place on Thanksgiving Day from 12:00 p.m. to 1:00 p.m. Carillon recitals will continue to be played on Saturdays at noon and Sundays at 3:00 p.m. through the end of December.

D. Riverwalk Foundation (RWF) – Stephanie Penick

The next RWF meeting will take place on January 10, 2017.

E. Donor Recognition – Jan Erickson

Erickson reported that the fall order of commemorative bricks has been installed with several donors present to select the locations for their bricks. In addition to the donated bricks, additional pavers were installed with various row numbers to help identify the location of donor bricks. A few orders for the spring installation have been received.

F. Public Relations – Jan Erickson for Jeanne Buddingh

Erickson read Buddingh's report which stated that the Riverwalk was highlighted and/or mentioned in 12 articles and videos by the media since the last Riverwalk Commission meeting. The highlights, in the most recent month, included the opening of the first Water Street District retailer and seasonal activities held on and along the Riverwalk including Halloween on the Riverwalk hosted by the Library and the Naperville Marathon.

G. Commissioner Development Committee (CDC) – Bill Novack

1. Novack explained the current process for seeking and appointing new Commissioners and Board Members for the City of Naperville.
2. As the vacancies on the Riverwalk Commission have been filled, Novack suggested that the CDC agenda item be removed until further activity is warranted at which time it will be included on the agenda under New Business.

H. Planning, Design and Construction (PDC) – Jan Erickson for Jeanne Budding

Erickson read Buddingh's report which stated that although the PDC minutes from the last meeting are included in the Commission packet, here are a couple of highlights.

1. CY 2016 Work Plan (PA022)/Jaycee Gazebo Reroofing Project

There seems to be an issue with the way the cupola has been reset on the new roof. Erickson and Papanos will meet Showalter onsite to discuss possible options to address the issue.

2. Cliff Preston Memorial

Tom Preston, Cliff Preston's son, attended the October PDC meeting and indicated that he and his mother were very pleased with the concept and the location of the proposed memorial. He expressed his gratitude for the honor that is being planned for his father. With the approval of the concept from the Riverwalk Commission, the Riverwalk Foundation and the Preston family, the next steps are for the Park District to begin to clear the site and for GRWA to produce bid documents for the project.

VI. Old Business

A. Water Street Project – Bill Novack

1. The majority of the parking deck is now open with the exception of the top floor. The deck should be open in its entirety in the near future. When completely open, it will

provide 400 public parking spaces with 120 additional spaces allocated for Hotel Indigo guests.

2. The Riverwalk portion of the project is substantially completed but, due to the continued construction in the adjacent area, will probably not open until spring 2017. Due to the early installation, the plantings along the lower walkway appear to be establishing their roots systems well and in good position to withstand the spring flooding.

B. Moser Tower – Bill Novack

Novack stated that comments regarding the draft report were discussed at the Planning, Design & Construction Committee. ERA will incorporate the comments and resubmit the final draft at the December PDC meeting. Potential options will be discussed as well as the possibility of acquiring public input. When the final report is completed it will include an assessment of the interior and exterior structure as well as a recommended prioritized course of action, timeline and suggested future maintenance. This document will be the companion piece to the Riverwalk Asset Management Plan (AMP).

VII. New Business

A. Harmony Park – Stephanie Penick/Geoff Roehll

Penick is a member of the Rotary Club of Naperville Downtown. She brought forward a Riverwalk project that was proposed by her Rotary Club. The project would be to install outdoor musical instruments on the Riverwalk. The instruments, which are made specifically for the outdoors and for all ages/abilities, could be installed in a variety of locations such as Fredenhagen Park and adjacent to the Jaycee Playground on the west extension. She suggested that the project could be partially funded by the Rotary Club of Naperville Downtown, the Riverwalk Foundation and possibly other service clubs. Roehll has incorporated similar outdoor musical instruments in park designs. Printed information was distributed for Commissioners to review. The following action items will take place: Ross will reach out to the music departments for School Districts 203 and 204, Brodhead will reach out to the music department at North Central College and Roehll will explore vendors and list of components, as well as a list of local installations.

B. Planning, Design & Construction Meeting Date Change – Jan Erickson

The January 31, 2017 PDC meeting date has been changed to Tuesday, January 24, 2017 due to scheduling conflicts. The meeting will take place at the regularly scheduled time and location; 7:30 a.m. at the Municipal Center in conference room 164. Please mark your calendars.

VIII. Riverwalk Reflections

Brodhead shared that her family was raised in Naperville and when her children were in their teens, they liked to spend time “hanging out” on the Riverwalk. As a mother, she felt comfortable with them doing this as it was a “cool” place for the kids but a safe place from a parents’ perspective.

However, her best memory of the Riverwalk is when her daughter was married at the Riverwalk Amphitheater in July 2012. Brodhead shared a photograph of the wedding day. The venue helped to promote the do-it-yourself, home-grown feel of the celebration. Brodhead said that she would highly recommend the Riverwalk Amphitheater as a wedding location. She also mentioned that the rehearsal “dinner” was actually a lunch held at Centennial Beach

Penick has volunteered to present the December Riverwalk Reflection.

IX. Upcoming Meetings

- A. CY 2017 Budget Workshop, Monday, November 14, 2016, 6:00 p.m.
City Council Chambers, Municipal Center, 400 S. Eagle St., Naperville, IL
- B. CY 2017 Budget Workshop, Monday, November 28, 2016, 6:00 p.m.
City Council Chambers, Municipal Center, 400 S. Eagle St., Naperville, IL
- C. Planning, Design & Construction Committee, Tuesday, December 6, 2016, 7:30 a.m.
Conference Room 164, Municipal Center, 400 S. Eagle St., Naperville, IL
- D. Riverwalk Commission, Wednesday, December 14, 2016, 7:30 a.m.
Lunch Room, Municipal Center, 400 S. Eagle St., Naperville,
- E. Planning, Design & Construction Committee, Tuesday, January 3, 2017, 7:30 a.m.
Conference Room 164, Municipal Center, 400 S. Eagle St., Naperville, IL

X. Adjournment

A motion to adjourn was made by Kelsch, seconded by Brodhead at 8:20 a.m. MOTION WAS UNANIMOUSLY APPROVED.

Respectfully submitted by
Janette Erickson, Riverwalk Administrator



Naperville
Park District

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Memorandum

December 14, 2016 Agenda Items

To: Riverwalk Commission

From: Chuck Papanos, Riverwalk Operations Manager, 630-848-3590

Date: December 5, 2016

Re: **Naperville Park District's Monthly Field Report for the Riverwalk Commission Regular Meeting**

Field Report for November, 2016:

- Staff applied an application of pre-emergent herbicide to many of the planting beds.
- The mowing season has come to a close and the fall leaves have been collected.
- Snow removal equipment held up well with our first snow of the season.
- Staff has completed the installation of the holiday decorations, including the Menorah and Nativity at the Dandelion Fountain.
- Annual flower RFP will be going out this month for the 2017 pricing of our designs.

Carillon Update – provided by Brittany Malatt (NPD)

- The Carillon will hold their normal recitals on Saturdays at Noon and Sundays at 3:00 p.m. during December.
- On Saturday, December 31st the Carillon will hold their Countdown at the Carillon. The Family Countdown begins at 6:00 p.m. The festivities begin at 5:30 p.m. with hot chocolate and family friendly entertainment. The second countdown is at midnight and Carillon music will begin at 11:30 p.m.

Other points of interest:

- The Hockey Rinks are up and set to flood. The Sled Hill on Rotary Hill was in full use on Sunday, December 4th.
- Santa House is now open to the public (see schedule below).

2016 Dates and Times – Santa House

Day	Date	Theme	Hours	Reservation Required	Sponsor
Fri	12/2	Open to Public	4-8 p.m.	No	NCVB
Sat	12/3	Open to Public	12-6 p.m.	No	
Sun	12/4	Open to Public	12-6 p.m.	No	
Mon	12/5	Special Needs	5-8 p.m.	Full	
Tue	12/6	Special Needs	5-8 p.m.	Full	
Wed	12/7	Special Needs	5-8 p.m.	Full	
Thurs	12/8	Special Needs	5-8 p.m.	Full	
Fri	12/9	Open to Public	4-8 p.m.	No	NCVB
Sat	12/10	Open to Public	12-6 p.m.	No	
Sun	12/11	Open to Public	12-6 p.m.	No	
Mon	12/12	Pet Night	5-8 p.m.	Full	Pet Butler
Tue	12/13	Military & First Responders	5-8 p.m.	Full	
Wed	12/14	Open to Public	4-8 p.m.	No	
Thurs	12/15	Open to Public	4-8 p.m.	No	
Fri	12/16	Open to Public	4-8 p.m.	No	NCVB
Sat	12/17	Open to Public	12-6 p.m.	No	
Sun	12/18	Open to Public	12-6 p.m.	No	Living Well Dental
Mon	12/19	Open to Public	4-8 p.m.	No	
Tues	12/20	Open to Public	4-8 p.m.	No	
Wed	12/21	Open to Public	4-8 p.m.	No	Optimum Orthodontics
Thurs	12/22	Open to Public	4-8 p.m.	No	
Fri	12/23	Open to Public	4-8 p.m.	No	



Planning, Design, and Construction Committee

Meeting Minutes

Tuesday, December 6, 2016, 7:30 a.m.

Conference Room 164, Municipal Center, 400 S. Eagle Street, Naperville, IL

Committee Attendees:

Jeanne Buddingh, PD&C Chairman; John Joseph; Pat Kennedy; Bill Novack; Chuck Papanos; and Geoff Roehll, Riverwalk Commission Chairman

Committee Absent:

Debra Lellbach, Bob Ross

Other Attendees:

Brian Dusak, ERA; Dick Galitz, former Commissioner; Monica Goshorn-Marone, GRWA; Carl Peterson, GRWA

I. Call to Order

Buddingh called the meeting to order at 7:31 a.m.

II. Action Items

A. Open Forum - Members of the Public who wish to address the Committee
No members of the public were interested in addressing the Committee.

B. Park District – Chuck Papanos

1. Riverwalk Cafe

The Riverwalk Café will be closed through February. It will open periodically when the sled hill is open

2. Sign Components

The inventory of original, custom sign components is depleted. Papanos and Erickson are working on seeking a vendor to produce additional sign components to replenish the inventory. They are having limited success. Once a vendor is identified, the possibility of securing the custom mold from the manufacturer will be explored.

3. Keyboard Player near the Riverwalk

Papanos reported that the piano outside of Henczel's Barber Shop was damaged. The gentleman who usually plays that instrument has recently set up an electric keyboard, amplifier and tip jar across the street (west) from Sullivan's Steak House. The Park District has received several complaints about the volume of the music. It is yet to be determined if this is the kind of activity that is desired on the Riverwalk. Several questions and concerns were raised followed by much discussion. Staff will check with code enforcement regarding the amplifier.

4. Zebra Mussels

The zebra mussels had no impact on the discharge lines for the Paddleboat Quarry although their presence was noted at many other locations. Papanos will share photographs at the next meeting.

C. Moser Tower Assessment – Brian Dusak

Dusak reported that he received comments from the PDC Committee regarding the final draft report. Comments will be addressed in the final report. Dusak is waiting for a

response from Joe Renn regarding a couple of questions that should be included in the information. The report should be ready before the January Planning, Design & Construction Committee. When completed, the final report will include an assessment of the interior and exterior structure as well as a recommended prioritized course of action, timeline and suggested future maintenance. This document will be the companion piece to the Riverwalk Asset Management Plan (AMP).

D. Water Street District/Riverwalk – Bill Novack

Novack reported that although the Riverwalk portion of the project is substantially complete it probably won't open until the spring. He also reported that the annual cost for the Park District to provide the maintenance is \$6,753. The Park District is crediting \$500, as they had maintained the unimproved Riverwalk portion of the project prior to the current development, making the total annual reimbursement \$6,253. Approval of the amended intergovernmental agreement will come before the Park District's Park/Recreation Committee in mid-December, the Park Board in early January and the City Council in early February. Galitz suggested that signage be added to the interior of the deck warning that there is two-way traffic. He also suggested that a mirror be added at the deck entrance/exit onto the alley for better visibility.

E. CY 2016 Work Plan (PA022) – Bill Novack

1. Moser Bridge Shoreline Restoration

The project was bid in the summer but the bids came back unfavorably. The project will be rebid in January in hopes of a more favorable outcome.

2. Jaycee Gazebo in Fredenhagen Park

Park District staff recovered the original copper cupola cap in the fountain, cleaned it up and asked Showalter to reinstall it. Park District staff will add some trim around the base of the cupola in the spring.

F. Cliff Preston Memorial – Carl Peterson

Peterson introduced Goshorn-Marone who is the GRWA designer assigned to the project. The updated plan was distributed and the plant selection was reviewed. The committee discussed the pros and cons of using beech trees. Papanos will reach out to his staff for their input. The design will be amended to remove the landscaped circle from the project's scope. GRWA will update the construction documents and send them to Erickson. Approval of the final design by the full Riverwalk Commission, the Riverwalk Foundation and Preston Family will be the next steps. Once approved, the project can then be bid.

G. CY 2017 Budget – Bill Novack

Novack reported that the City Council approved the Riverwalk operations and CIP budgets at their December 5, 2016 meeting.

III. New Business

A. Survey – John Joseph

The possibility of polling the public regarding their opinion of the Riverwalk's current and future amenities was discussed. The survey would be done as a part of the 35th anniversary of the park. After much discussion, the PDC agreed that plans should move forward. A subcommittee will be meet shortly to begin the work.

B. Harmony Park – Geoff Roehl

The concept of adding outdoor musical instruments to the Riverwalk was suggested at the November 2016 Riverwalk Commission meeting. The Commission was interested in the notion and agreed that it should be explored. Bob Ross agreed to provide contact information to musical department at both School District 203 and 204. Erickson has reached out to both districts to explore their interest in helping with instrument selection. Roehl distributed information regarding the Harmony Park outdoor musical instrument vendor at the December PDC meeting. Being sensitive to the neighborhoods surrounding the Riverwalk, Papanos inquired about the noise level that the instruments may make. The PDC agreed that the project has merit but more investigation needs to occur before a final decision would be made.

IV. Upcoming Meetings

- A. Riverwalk Commission, December 14, 2016, 7:30 a.m.
Lunch Room, Municipal Center, 400 S. Eagle St., Naperville, IL
- B. Planning, Design & Construction Committee, January 3, 2017, 7:30 a.m.
Conference Room 164, Municipal Center, 400 S. Eagle St., Naperville, IL
- C. Riverwalk Commission, January 11, 2017, 7:30 a.m.
Lunch Room, Municipal Center, 400 S. Eagle St., Naperville, IL
- D. **Planning, Design & Construction Committee, **January 24**, 2017, 7:30 a.m.
Conference Room 164, Municipal Center, 400 S. Eagle St., Naperville, IL

V. Adjournment

With no further business, the meeting was adjourned at 8:57 a.m.

Respectfully submitted by
Janette Erickson, Riverwalk Administrator