

**ST. CHARLES PARK DISTRICT BOARD MEETING**

**Pottawatomie Community Center**

**February 12, 2019 – 6:30 P.M.**

**AGENDA**

**I. Call to Order**

**II. Roll Call**

**III. Consent Agenda\***

- A. Approval of Minutes from January 22, 2019
- B. Approval of Bills
- C. Approval of Cash and Investment Report
- D. Approval of Revenue Expense Reports

**IV. Public Appearances**

Recognition of STCU Advisory Group members for their participation in the December City of St. Charles Youth Commission meeting and subsequent grant award.

**V. Business Items**

**1. Administration and Finance**

a. Ordinance Transferring Unexpended Funds for Budget 2018

Enclosed is Ordinance 2019-02-01, Transferring Certain Anticipated Unexpended Funds between Certain Items of Appropriation of the St. Charles Park District for the Fiscal Year Beginning January 1, 2018, and ending December 31, 2018. Board action is requested.

b. 2018 Transfer between General Fund and Sportsplex Fund

Sportsplex revenues were used for the 2018 GO Park Bonds (Alternate Revenue Source) debt service payment in December. Staff is recommending pledged revenues from the General Fund be used to reimburse Sportsplex for \$170,000 in the form of a transfer. Board action is requested.

c. 2019 Heart of the Fox Sponsorship Request

Enclosed in the packet is St. Charles River Corridor's request for the Park District to sponsor the Heart of the Fox event for \$1,500. This event will be held at Pottawatomie Park on Saturday, June 15, 2019, and includes the Bob Leonard 5k and 10k race, which the District has previously supported. Board action is requested.

\* Routine items for one motion, unless separate discussion is requested.

**2. Recreation**d. Adult Activity Center

Staff will update the Board on the Adult Activity Center membership, programs and events.

e. Baker Station/Before the Bell Update

Staff will update the Board on the Baker Station before- and after-school care program participation, programming and activities.

**3. Parks, Planning, and Facilities**f. Request for Use

Fox Valley Winter Challenge Trail Series – 10K: Run & Achieve, through Tom Spadafora, Event Coordinator, has formally requested the use of Hickory Knolls Discovery Center for purpose of hosting a 10K for the Run & Achieve event on March 16, 2019. Board action is requested.

g. Vehicle Purchases

Per the annual vehicle replacement plan, the Board is asked to consider the purchase of three (3) 2019 Ford F250 Super Cab 4x4 pickup trucks in the amounts of \$\$33,164, \$32,130, and \$40,787 from Landmark Ford, Springfield, IL, through the State of Illinois Government bid program. Board action is requested.

h. Otter Cove Chemical Controls

Per the 2019 Capital Plan, the Board is asked to consider the purchase of five (5) programmable chemical monitors and chemical feed controllers for Otter Cove Aquatic Park from Aqua Pure Enterprises, Inc. for the total amount of \$31,998.83. Board action is requested.

i. Mt. St. Mary Restroom Construction

Per the 2019 Capital Plan, bids were solicited for the construction of a permanent, flushable restroom facility and opened on February 5, 2019. The lowest responsible bidder is determined to be Lite Construction, Inc., Montgomery, Il in the amount of \$389,700. Board action is requested.

j. Baker Community Center Bathroom Renovation

Per the 2018 Capital Plan, bids were solicited for the renovation and improved accessibility of the women's lower level restroom at the Baker Community Center and opened on February 5, 2019. The lowest responsible bidder is determined to be Reinert Structures, Inc., Yorkville, Il in the amount of \$66,000. Board action is requested.

k. Sportsplex Concessions

Requests for Proposals were solicited for the purpose of securing a vendor to operate the concession stand at Sportsplex. The Flores Concessions Corporation proposes to pay the St. Charles Park District ten percent of gross revenue on the 15<sup>th</sup> of every month. This agreement will be from Feb 15, 2019 until May 15, 2020. Board action is requested.

l. Parks Mowing Contract

A three-year contract for mowing District properties was solicited and awarded in 2017 to Twin Oaks Landscaping. 2019 will be year three of three in the amount of \$149,100 or \$22.20 per acre. Board action is requested.

m. Sales on Park Property

Staff will provide a verbal report regarding sales on park property and how it relates to community events and rentals.

**VI. Correspondence****VII. Director's Report****VIII. Commissioners' Comments**

Trish Beckjord

Bob Carne

Brian Charles

Jim Cooke

Karrsten Goettel

Mike Hoscheit

Bob Thomson

**IX. Executive Session**

Closed meeting for the purpose of considering the following subject(s), per the Open Meetings Act, 5 ILCS 120/2(c): (1) litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting; and (2) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

**X. Other Business**

- a. Possible action on personnel.
- b. Other business

**XI. Adjournment of Meeting**