



## **ST. CHARLES PARK DISTRICT BOARD MEETING**

**Pottawatomie Community Center**

**8 North Ave, St. Charles, IL**

**August 23, 2022 – 6:30 P.M.**

### **AGENDA**

#### **I. Call to Order**

#### **II. Roll Call**

#### **III. Consent Agenda\***

- A. Approval of Minutes from Meeting on August 9, 2022
- B. Approval of Bills as of July 31, 2022
- C. Approval of Cash and Investment Report as of July 31, 2022
- D. Approval of Revenue Expense Reports as of July 31, 2022

#### **IV. Public Appearances**

Staff will introduce new employees Joe Data, Mechanic, and Abigail Fleming, Recreation Supervisor.

#### **V. Business Items**

##### **1. Administration and Finance**

###### **a. Auditing Services**

Staff recommends a three-year agreement for auditing services with Lauterbach & Amen, LLP for \$21,500, \$22,100 and \$22,700 for the 2022 through 2024 audits. Board action is requested.

##### **2. Recreation**

###### **b. Attendance at NAEYC Conference**

Board approval is requested for Kara Guizzetti-Reif, Early Childhood, Preschool and Day Camp Supervisor, to attend the NAEYC 2022 Annual Conference in Washington, DC on November 16-19. This is a 2022 budgeted expense. Board action is requested.

###### **c. Monthly Usage Report**

Superintendent of Recreation Mike Kies will review July usage reports for River View Miniature Golf, Paddlewheel Riverboats, Swanson Pool and Otter Cove Aquatic Park.

##### **3. Parks, Planning, and Facilities**

###### **d. Illinois Department of Juvenile Justice Concept Plan**

At the Board's request, staff have developed a preliminary concept plan to add amenities to the leased property on Route 38, including a parking lot, disc golf and trails.

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

e. Grant Update

Staff will review the status of current grant contracts as well as update the Board on future opportunities that align with the Comprehensive Master Plan.

f. Resolution 2022-08-02: OSLAD Grant Program Resolution of Authorization

The Board is asked to consider Resolution 2022-08-02 authorizing the submittal of an application for the IDNR FY2023 OSLAD Grant cycle for the purpose of renovating and adding new recreation amenities at Primrose Farm Park. Board action is requested.

g. Alternatives for Kehoe Park Renovation Project

At the August 9, 2022 Board meeting, Commissioners approved the contract with M/M Peters for the Kehoe and Red Gate Park Renovation project for \$222,802.98 for the installation of materials. The Board is asked to consider two alternates for the project: Alternate 1 is for the installation of poured-in place surface under the swings at Kehoe Park for \$36,341.42 and Alternate 2 is for additional drainage at Kehoe Park for \$1,000. Board action is requested.

h. Purchase of Playground Equipment for Kehoe Park and Red Gate Park

The Board is asked to consider the purchase of playground equipment and site furniture for the Kehoe & Red Gate Park Renovation project. The cost of the equipment and furniture is \$202,000.20 and will be purchased directly from the manufacturer, Burke of Fond du Lac, WI. Board action is requested.

i. Monthly Usage Report

Pottawatomie Golf Course Manager & PGA Golf Pro Ron Skubisz will review July usage reports for the golf course.

j. Request for Use*The Running Stitch Relay*

Dick Pond Athletics, through Kim Raysby, Event Coordinator, has formally requested the use of Mt. St. Mary Park for the purpose of hosting their 2-person relay / fundraising event on Saturday October 22, 2022. Board action is requested.

**VI. Special Reports**

1. Fox Valley Recreation Association – Bob Thomson and Ron Skubisz
2. St. Charles History Museum – Bob Carne
3. St. Charles Park Foundation – Jim Cooke
4. St. Charles Arts Council – Holly Cabel
5. St. Charles Business Alliance –Holly Cabel
6. St. Charles Housing Commission – Karrsten Goettel
7. St. Charles River Corridor Foundation – Peggy McCarthy
8. Baker Community Center – Brian Charles

**VII. Correspondence****VIII. Director's Report**

**IX. Commissioner Comments**

Bob Carne  
Brian Charles  
Jim Cooke  
Karrsten Goettel  
Peggy McCarthy  
Bob Thomson  
Steve Ward

**X. Executive Session**

Closed meeting for the purpose of considering the following subject, per the Open Meetings Act, 5 ILCS 120/2(c)(11): 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.

**XI. Adjournment of Meeting**