



ST. CHARLES PARK DISTRICT BOARD MEETING

Pottawatomie Community Center

8 North Avenue, St. Charles, IL

August 22, 2023 – 6:30 P.M.

AGENDA

I. Call to Order

II. Roll Call

III. Consent Agenda*

- A. Approval of Minutes from Meeting on July 25, 2023
- B. Approval of Bills as of July 31, 2023
- C. Approval of Cash and Investment Report as of July 31, 2023
- D. Approval of Revenue Expense Reports as of July 31, 2023

IV. Public Appearances

Staff will introduce Fred Ekberg, Assistant Superintendent of Parks and Caroline Philbin, Horticulture Assistant.

V. Business Items

1. Administration and Finance

a. Thompson Turf Agreement with CUSD303

In 2018, the District entered a five-year agreement with CUSD303 for the use and rental of the Thompson Turf Fields. The Board is asked to approve the amended and restated agreement for another five years, to expire on December 31, 2028. Board action is requested.

b. Resolution 2023-08-01 for Local Government Customer of BMO Harris Bank, NA

Resolution 2023-08-01 certifies that Ashlee Wallace is the duly appointed keeper of the official books and records of the St. Charles Park District and names her, President Karrsten Goettel, Director Holly Cabel, Accounting Manager Sue DellaFranco and Secretary Peggy McCarthy as Authorized Officers for banking activities with BMO Harris Bank, NA. Board action is requested.

c. Resolution 2023-08-02 Designating Principal Authority of IL Funds

Resolution 2023-08-02 designates Ashlee Wallace Principal Authority of IL Funds. Board action is requested.

d. Resolution 2023-08-03 Designating Authorized Persons of MBS, Inc.

Resolution 2023-08-03 designates Ashlee Wallace, Holly Cabel and Sue DellaFranco as Authorized Persons to conduct business with Multi-Bank Securities, Inc (MBS) on behalf of the District. Board action is requested.

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

e. Board Policy 2007: Meetings via Electronic Means Remote Attendance Policy

HB 2447 / Public Act 103-0311 amends the Open Meetings Act to add unexpected childcare obligations to the current list of reasons that a public body member may attend a meeting remotely. The revision to Board Policy 2007 reflects this change. Board action is requested.

2. Recreationf. Monthly Usage Reports

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

3. Parks, Planning, and Facilitiesg. Primrose Farm Agriculture Education Center Bid Opening

Per the 2023 Capital Plan, bids were solicited to develop the new Primrose Farm Agriculture Education Center and opened on August 15, 2023. The Board is asked to consider Lo Destro Construction, Inc., Chicago, IL as the lowest responsible bidder in the amount of \$2,215,000.00. Board action is requested.

h. Hickory Knolls Discovery Center Renovation Bid Opening

Per the 2023 Capital Plan, bids were solicited to renovate the lobby and multipurpose rooms of Hickory Knolls Discover Center and opened on July 25, 2023. The Board is asked to consider Effraim Carlson & Son, Inc for Libertyville, IL as the lowest responsible bidder in the amount of \$447,800.00. Board action is requested.

i. 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.

j. Bolcum Road License Agreement

The Board is asked to consider renewing the License Agreement for the District owned house at 37W741 Bolcum Road, St. Charles, IL 60175 for one year to Carlos Vinson for a fee of \$685 per month. Board action is requested.

k. Monthly Usage Report

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

l. Requests for Use1. *Hardy Strong 3 V 3 Tourney*

Hardy Strong Foundation, through Patrick Woods, Event Coordinator, has formally requested the use of Mt. St. Mary Park, specifically the tennis / basketball courts, for the purpose of hosting a 2-day fundraising event on the

courts on Saturday, October 7 and Sunday, October 8, 2023. Board action is requested.

2. *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 annual fundraising event on Saturday October 21, 2023. Board action is requested.

3. *Fox Valley Winter Challenge Trial Series*

Fox Valley Running LLC, through Theresa Kettlewell, Event Coordinator, has formally requested the use of Hickory Knolls Discovery Center and Trails for the purpose of hosting their annual fundraising winter trail run event on Sunday March 10, 2024. Board action is requested.

4. *Ghoul Fest*

Ghoulish Mortals, through Dove Thiselton, Event Coordinator, has formally requested the use of Lincoln Park for the purpose of hosting their music fest event on Saturday, October 14, 2023. 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 subjects, per the Open Meetings Act, 5 ILCS 120/2: Section (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; and Section (c)(5) the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

XI. Adjournment of Meeting