



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

**Pottawatomie Community Center**

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

**March 12, 2024 – 6:30 P.M.**

### **AGENDA**

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

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

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

A. Approval of Minutes from Meeting on February 27, 2024

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

Staff will introduce new Sportsplex Supervisor Evelyn Grant.

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

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

##### **a. Volunteer of the Year Award**

The Board of Commissioners will recognize Kristen Roth, Volunteer of the Year, for her commitment to volunteering at Primrose Farm.

##### **b. Volunteer Program Report**

Staff will update the Board on the 2023 Park District Volunteer Program, including highlights from events and programs. Staff will also share future plans for the Volunteer Program.

##### **c. Sentinel Agreement**

The ACTS support renewal with Sentinel covers support for our Cisco server infrastructure hardware and software along with network equipment located throughout the District. The renewal is for one year for \$16,208.08 with the current coverage expiring on March 28, 2024. This is a budgeted 2024 expense. Board action is requested.

##### **d. Location of Dog Memorial Bench**

Staff will propose a location in Mt. St. Mary Park for the dog memorial bench that was donated by the St. Charles Park Foundation.

##### **e. Ordinance 2024-03-01 Authorizing Disposal of Personal Property Owned by the St. Charles Park District**

Ordinance 2024-03-01 authorizes the disposal of property owned by the St. Charles Park District. Items disposed of include: laptops, monitors, printers, phones, televisions and other technology items; kitchen table and chairs; desks, office chairs, filing cabinets and partition walls. Board action is requested.

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

**2. Recreation**f. Adult Activity Center Annual Report

Team members will provide an overview of operations including highlights and successes of 2023 and plans moving forward in 2024.

g. Fireworks Contract Approval

In 2022, the Board approved a one-year contract with Mad Bomber of Elgin, IL, with an option to renew for up to two additional one-year terms at a cost of \$40,800 per year. Staff recommends renewing the contract for the 2024 fireworks display. Board action is requested.

h. Glow Zone

The team recommends renewing the contract with The Glow Zone to sell glow novelties on July 4, 2024 in Mt. St. Mary Park. Board action is requested.

**3. Parks, Planning, and Facilities**i. Ordinance 2024-03-02 Authorizing the Acquisition of Real Property

The Board is asked to consider Ordinance 2024-03-02 which authorizes the acquisition of real property from CUSD 303 and approves the Intergovernmental Agreement between the two units of government that outlines the terms of the transfer of property in accordance with applicable Illinois law. The property being acquired includes two parcels, approximately +/- 5.25 acres total, located in St. Charles and commonly known as Cranston Meadows, for a total of \$107,000.00. Board action is requested.

j. Otter Creek Restroom Replacement

As a result of a fire, a replacement vault restroom was specified and located on Sourcewell, contract number #081721-CXT, in the amount of \$48,210, to be reimbursed by PDRMA, less \$2,350. Board action is requested.

k. James O. Breen Community Park Building Roof Removal & Replacement Project

Per the 2023 Capital Plan, bids were solicited for the removal and replacement of the roof of the building in James O. Breen Community Park and opened March 4, 2024. The Board is asked to consider Filotto Roofing, Crest Hill, IL as the lowest responsible bidder for \$96,980. Board action is requested.

l. Otter Cove Lazy River Painting

Per the 2024 Capital Plan, bids were solicited for painting the lazy river at Otter Cove Aquatic Park and opened February 29, 2024. The Board is asked to consider Nedrow Painting, Aurora, IL as the lowest responsible bidder with a base bid of \$24,500. Board action is requested.

m. Vehicle Purchase

Bids were solicited for a Ford F-450 and opened on Friday, March 1, 2024. Bredemann Ford, Glenview, IL was the lowest responsible bidder for \$55,173. Board action is requested.

n. Requests for Use

1. Mid-American Canoe & Kayak Race

Fox Valley Park District, through Lynn Piotrowski, Event Coordinator, has formally requested the use of Mt. St. Mary Park for the purpose of hosting their annual Canoe & Kayak Race on Sunday, June 2, 2024. Board action is requested.

2. 12-Hour Dance Marathon

St. Charles East High School Leadership Studies program, through Madeline Spaeth, Event Organizer, has formally requested the use of Pottawatomie Park for the purpose of hosting a dance marathon fundraiser for autism spectrum disorder on Saturday, April 13, 2024. Board action is requested.

**VI. Correspondence**

**VII. Director's Report**

**VIII. Commissioner Comments**

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

**IX. Executive Session**

Closed meeting for the purpose of considering the following subject, per the Open Meetings Act, 5 ILCS 120: Section 2(c)(1) discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.

**X. Adjournment of Meeting**