



ST. CHARLES PARK DISTRICT BOARD MEETING

Pottawatomie Community Center

8 North Avenue, St. Charles, IL

April 9, 2024 – 6:30 P.M.

AGENDA

I. Call to Order

II. Roll Call

III. Consent Agenda*

- A. Approval of Minutes from Meeting on March 12, 2024
- B. Approval of Bills as of February 29, 2024
- C. Approval of Cash and Investment Report as of February 29, 2024
- D. Approval of Revenue Expense Reports as of February 29, 2024

IV. Public Appearances

The Board of Commissioners will honor John Cebulski for his quick response to a medical emergency at Sportsplex.

Staff will introduce Ryan Goodenough who was recently promoted to Arborist Assistant. Staff will also introduce Aidan Carlson who was recently promoted to a full time Park Specialist for East Side Sports Complex.

V. Business Items

1. Administration and Finance

a. River Corridor East Bank Enhancement Project

John Rabchuk of the River Corridor Foundation will present the final concept plan for the East Bank Enhancement Project.

b. Amendment to Haines Lease Agreement

The Board is asked to consider an amendment to the current Haines Lease Agreement with CUSD 303, which outlines the Park District's use of Haines during construction between the periods of March 1 and September 1, 2024. Board action is requested.

c. Fifth/Third Bank ePayables Agreement

The Board is asked to consider an agreement with Fifth/Third Bank for our procurement cards (pcard) and online reporting platform. The pcards will replace our current pcards with BMO Spend Dynamics and will also allow us to pay additional vendors with card rather than check using Fifth/Third Bank's EPay program. The agreement is part of a pcard consortium with other Illinois Park Districts and will allow us to maximize annual rebates based on total consortium spending. Board action is requested.

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

d. License Agreement with City of St. Charles for Use of Langum Park July 4, 2024

The Board is asked to consider a license agreement with the City of St. Charles allowing for the use of Langum Park on July 4, 2024 for the purpose of launching the fireworks display. Board action is requested.

2. Recreatione. IAAPA Conference Attendance Approval

Request for approval for the following staff to attend the International Association of Amusement Parks and Attractions (IAAPA) Expo in Orlando, FL, November 18-21, 2024: Rosie Edwards, Cayla Greenfield, Tera Harvey, Andrew Little and Katie Miller. This is a budgeted expense. Board action is requested.

3. Parks, Planning, and Facilitiesf. Riverside Drive Temporary Construction Easement

The City of St. Charles requests a temporary easement over the property located at 1737 Riverside Avenue for the purpose of land and utility improvements. Board action is requested.

g. East Side Sports Complex Concessionaire Agreement

In February 2023, a Request for Proposal was publicly posted for the purpose of contracting with a concessionaire during the athletic season at East Side Sports Complex. The Board is asked to consider a one-year renewal with Flores Concession Corporation to give 10% of gross revenues to the Park District, payable in three installments. Board action is requested.

h. Golf Equipment Purchase

Per the 2024 Capital Plan, a Toro Greensmaster TriFlex Hybrid 3320 mower was specified and located through Sourcewell, contract #122680, for \$50,540.33 with Reinders of Mundelein, IL. Board action is requested.

i. Conference Attendance Approval

Laura Rudow requests Board consideration to attend the Altruism Institute conference in Boulder, CO, September 2-5, 2024. This is a budgeted expense. Board action is requested.

j. Requests for Use

Board approval is requested for the following events:

1. Paint Our Town in a Banner Way

The St. Charles Arts Council requests use of Mt. St. Mary Park for the purpose of displaying 100 banners, painted by local artists, on the fences of the tennis court and skate park as part of its banner project, July 20-September 21, 2024.

2. ILDBP Yarn Bombing Event
Illinois DeafBlind Project, through Jean Deptolla, Project Coordinator, has formally requested the use of Mt. St. Mary Park for the purpose of hosting their Yarn Bombing event on Saturday, June 22, 2024.
3. Amanda Bollero Celebration of Life
Jennifer Leisner, through Bollero / Leisner Families, has formally requested the use of Mt. St. Mary Park for the purpose of hosting a large celebration of life event for her daughter on Sunday, June 23, 2024.
4. Summer Sunset 5K
Race Time, Inc., through Julie Pearson, Event Coordinator, has formally requested the use of Pottawatomie Park for the purpose of hosting their 5K event / fundraiser for the Fox River Trail Runners on Wednesday, July 17, 2024.
5. School of Rock Summer Show
School of Rock Geneva, through Brandy Boska, Branch Manager, has formally requested the use of Lincoln Park for the purpose of hosting their annual student summer concert event on Saturday, August 24 and Sunday, August 25, 2024.

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 subjects, per the Open Meetings Act, 5 ILCS 120: Section (c)(21) discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06; and 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