



## ST. CHARLES PARK DISTRICT BOARD MEETING

Pottawatomie Community Center

8 North Avenue, St. Charles, IL

February 25, 2025 – 6:30 P.M.

### AGENDA

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

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

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

- A. Approval of Minutes from Meeting on February 11, 2025
- B. Approval of Bills as of January 31, 2025
- C. Approval of Cash and Investment Report as of January 31, 2025
- D. Approval of Revenue Expense Reports as of January 31, 2025

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

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

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

##### **a. Community Survey Presentation**

Jeff Andreason of aQity will present findings of the 2024 community survey recently conducted as a part of the District's Comprehensive Master Plan update.

##### **b. FY 2024 Year-End Report: Preliminary and Unaudited**

Staff will present the 2024 preliminary and unaudited year-end report.

##### **c. Intergovernmental Agreement with Village of South Elgin**

The Board is asked to consider renewing a five-year Intergovernmental Agreement with the Village of South Elgin that outlines a partnership between the agencies for designated improvement responsibilities and funding for three parks with dual jurisdiction. Board action is requested.

##### **d. Ordinance 2025-02-02 Authorizing Disposal of Personal Property Owned by the St. Charles Park District**

Ordinance 2025-02-02 authorizes the disposal of personal property owned by the St. Charles Park District. Items being disposed of include golf course and parks maintenance equipment and outdated technology. Board action is requested.

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

##### **e. July 4<sup>th</sup> Fireworks Contract Approval**

Proposals were solicited for July 4<sup>th</sup> Fireworks. Staff recommends approval of a new one-year contract with Mad Bomber of Elgin, IL, beginning in 2025 with an option to renew for up to two additional one-year terms at a cost of \$42,000 per year. Board action is requested.

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

f. Glow Zone

The team recommends renewing the contract with The Glow Zone to sell glow novelties on July 4, 2025, in Mt. St. Mary Park. Board action is requested.

g. National Safety Council Conference Attendance Approval

Request for approval for Lynne Yuill to attend the National Safety Council Conference in Charlotte, North Carolina on April 24 & 25. Board action is requested.

**3. Parks, Planning, and Facilities**h. Otter Cove Splash Park Change Order #2

Consideration for a Change Order in the amount of \$12,289 to the existing contract with Schaeffges Brothers, Inc. for the purpose of moving an existing manifold to accommodate the piping for the new splash features in an existing pit as well as utilizing camera technology to identify, diagnose and repair a broken pipe beyond the scope of the construction that failed a pressure test. Board action is requested.

i. Requests for Use

Board action is requested for the following requests for use:

1) Walk MS

National Multiple Sclerosis Society, through Chris Haynes, Event Coordinator, has formally requested the use of Pottawatomie Park for the purpose of hosting their annual walk event on Saturday, May 10, 2025.

2) 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 and kayak race event on Saturday, June 7, 2025.

3) Cal's Angels East Egg Hunt

Cals Angels, through Megan Gertz, Event Coordinator, has formally requested the use of Mt. St. Mary Park for the purpose of hosting their annual egg hunt event on Sunday, April 13, 2025.

**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 – Steve Ward
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 – Jim Cooke
9. Fox River Dam Joint Task Force – Jim Cooke and Bob Thomson

**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: 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.

**XI. Other Business**

1. Personnel

Possible action on merit-based wage increases for 2025, pursuant to Personnel Policy 3.01: Wages.

**XII. Adjournment of Meeting**