



ST. CHARLES PARK DISTRICT BOARD MEETING

Pottawatomie Community Center

8 North Avenue, St. Charles, IL

February 24, 2026 – 6:30 P.M.

AGENDA

Call to Order

I. Roll Call

II. Consent Agenda*

- A. Approval of Minutes from Meeting on February 10, 2026
- B. Approval of Bills as of January 31, 2026
- C. Approval of Cash and Investment Report as of January 31, 2026
- D. Approval of Revenue Expense Reports as of January 31, 2026

III. Public Appearances

Members of the St. Charles Girls Softball Associate Organization will briefly address the Commissioners.

IV. Business Items

1. Administration and Finance

a. Norris Recreation Center Annual Report

Team members will provide an overview of operations including highlights of 2025 and plans for 2026.

b. FY 2025 Year-End Report: Preliminary and Unaudited

Staff will present the 2025 preliminary and unaudited year-end report.

c. Personnel Policy 4.06: Boundary Violations and Communications with Minors

The Board is asked to consider a new Personnel Policy 4.06 titled Boundary Violations and Communication with Minors. Board action is requested.

d. IAPD Legislative Conference

Mike Kies and Ashlee Wallace request approval to attend the IAPD Legislative Conference in Springfield, IL May 5-6, 2026. This is a budgeted expense. Board action is requested.

e. Ordinance 2026-02-02 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 Items being disposed include outdated technology, an audio cabinet, small tech accessories, a fanning mill and a corn sheller. Board action is requested.

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

2. Recreationf. July 4th Fireworks Contract

In 2025, 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 \$42,000. Staff recommend renewing the contract for the 2026 fireworks display for \$49,750 for an enhanced show in celebration of the country's 250th anniversary. Board action is requested.

g. July 4th Novelty Concessions Contract

Staff recommend renewing the contract with The Glow Zone to sell glow novelties on July 4, 2026, in Mt. St. Mary Park. Board action is requested.

h. ESSC Concessionaire Contract

In January 2026, a Request for Proposals was publicly posted for the purpose of contracting with a concessionaire to operate the East Side Sports Complex concession stand during the athletic season. The Board is asked to consider a one-year agreement with Flores Concession Corporation with an option to renew for up to two additional one-year terms. The Flores Concession Corporation proposes a diverse menu offering at reasonable prices for an operating license fee of 15% of gross sales. Board action is requested.

3. Parks, Planning, and Facilitiesi. Mowing Contract

Bids were solicited to contract the mowing of 245.10 acres of park district property at various locations for up to twenty-nine (29) weeks of service and opened on February 10, 2026. Mark 1 Landscape, Inc., Bartlett, IL was the lowest responsible bidder with a 2026 cost of \$210,895.54. Board action is requested.

j. Security Contract

In December 2026, a Request for Proposal was publicly posted for the purpose of seeking qualified entities to provide contracted security services. The Board is asked to consider a one-year agreement with DSI Security Services for \$29.25 per hour. Board action is requested.

k. Capital Equipment Purchases

Per the 2026 Capital Plan The Board is asked to consider the purchase of the following equipment:

- i. Two (2) Kubota RTV utility carts through Sourcewell contract #112624-KBA for \$21,482.43 each for a total purchase price of \$42,964.86 from DeKane Equipment Corp, Big Rock, IL; and
- ii. A Turf Tank Robot paint sprayer as a sole source supplier in the amount of \$55,200 from Turf Tank, Omaha, NE.

Board action is requested.

V. Special Reports

1. Fox Valley Recreation Association – Bob Thomson and Ron Skubisz
2. St. Charles History Museum – Peggy McCarthy
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

VI. Correspondence

VII. Director’s Report

VIII. Commissioner Comments

Bob Carne
Jim Cooke
Karrsten Goettel
Peggy McCarthy
Craig Newman
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 2(c)(6) 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; 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. Other Business

1. Personnel
 - a. Possible action on merit-based wage increases for 2026, pursuant to Personnel Policy 3.01: Wages.

XI. Adjournment of Meeting