



ST. CHARLES PARK DISTRICT BOARD MEETING

Pottawatomie Community Center

8 North Avenue, St. Charles

May 14, 2024– 6:30 P.M.

AGENDA

I. Call to Order

II. Roll Call

III. Consent Agenda*

A. Approval of Minutes from Meeting on April 23, 2024

IV. Public Appearances

V. Business Items

1. Administration and Finance

a. Annual Audit for Fiscal Period Ending December 31, 2023

Ann Scales, Partner with Lauterbach & Amen, LLP, will attend the meeting to review highlights of the Comprehensive Annual Financial Report for Fiscal Period Ending December 31, 2023. Staff recommends Board acceptance of the audit as presented.

b. Land/Cash Fund Summary

A summary of the attached Land/Cash Fund as of 12/31/2023 will be reviewed.

c. Annual Investment Report

Staff will present an investment report summary for Fiscal Year 2023.

d. Nominating Committee Presentation of Slate of Officers

The Nominating Committee will present a recommended slate of officers for the 2024-2025 St. Charles Park District Board of Commissioners to be voted upon at the May 28, 2024 Annual Board Meeting. Board action requested.

e. Norris Cultural Arts Center License Agreement

The Board is asked to consider a five-year renewal of the license agreement with Norris Cultural Arts Center that outlines the NCAC's use of the Baker Community Center for arts programming. Board action is requested.

f. Sculpture in the Park Presentation

Staff will present the Sculpture in the Park Committee's selection of artwork for the 2024 Sculpture in the Park exhibit. Board action is requested.

2. Recreation

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

3. Parks, Planning, and Facilitiesg. Capitol Project Update

Staff will update the Board on capital project expenses year-to-date compared to budget and forecast second quarter.

h. Primrose Farm Park Bid Opening

Per the 2024 Capital Plan, bids were solicited to redevelop Primrose Farm Park and opened on April 25, 2024. The Board is asked to consider Hacienda Landscaping, Inc, as the lowest responsible bidder with base and alternate bid of \$1,644,003.00. Board action is requested.

i. Primrose Farm Septic Field Design and Installation

Bids were solicited for the design and installation of a septic field to serve the infrastructure needs of the new Ag Education Center at Primrose Farm and opened on May 7, 2024. The lowest responsible bidder is Stark and Sons Trenching, Hampshire, Il in the amount of \$49,915. Board action is requested.

j. Riverside Drive Temporary Construction Easement

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

k. Riverside Drive Permanent Utility Easement

The Illinois Department of Transportation requests a permanent utility easement over the property located at 1737 Riverside Avenue for the purpose of accessing and maintaining a culvert. 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

X. Other Business

XI. Adjournment of Meeting