



ST. CHARLES PARK DISTRICT BOARD MEETING

Pottawatomie Community Center

8 North Avenue, St. Charles, IL

December 10, 2024 – 6:30 P.M.

AGENDA

I. Call to Order

II. Roll Call

III. Consent Agenda*

- A. Approval of Minutes from Regular Meeting on November 19, 2024

IV. Public Appearances

V. Business Items

1. Administration and Finance

a. Revised 2025 Rates & Fees

Staff will present minor revisions to the FY2025 Rates & Fees schedule for facilities, memberships and rentals that the Board of Commissioners approved on September 24. Board action is requested.

b. 2024-12-01: FY2024 Amended Budget and Appropriation Ordinance

Board approval is requested for 2024-12-01: Amended Budget and Appropriation Ordinance for fiscal year January 1, 2024 to December 31, 2024. The 2024 Budget was amended to reflect increases in salaries and wages, contractual services and risk management expenses. Board action is requested.

c. 2024-12-02: FY2025 Annual Budget and Appropriation Ordinance

It is requested that the Board adopt Ordinance 2024-12-02: Combined Annual Budget and Appropriation Ordinance for the Fiscal Year Beginning January 1, 2025 and Ending December 31, 2025. Board action is requested.

d. General Use Ordinance Revision

Revisions to the General Use Ordinance have been made to update rules regarding sleeping/camping in parks, metal detecting, e-scooters and parking violations. Board action is requested.

e. Safety Manual Update

Staff has updated the District's Safety Manual. Board action is requested.

f. 2025 Board Meeting Calendar

Enclosed is the 2025 Board of Commissioners Meeting Calendar. Board action is requested.

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

g. 2025 District Calendar—Administrative Regulations

Enclosed is the 2025 District Calendar - Administrative Regulations. Board action is requested.

2. Recreation

3. Parks, Planning, and Facilities

h. Change Order #1 for Otter Cove Aquatic Park

The Board is asked to consider a change order to the contract with Schaeffges Brothers for a \$7,360 credit to account for adjustments to landscaping and shade structure foundations. Board action is requested.

i. Requests for Use

Board action is requested for the following requests for use of parks and facilities in 2025:

1) Kickin' It 5K

Zellmer Family Foundation, through Mary Agnes Zellmer, Event Coordinator, has formally requested the use of Mt. St. Mary Park for the purpose of hosting a 5K Race in the Park event on Saturday, April 5, 2025. Board action is requested.

2) Mother's Day 5K

Zellmer Family Foundation, through Mary Agnes Zellmer, Event Coordinator, has formally requested the use of Mt. St. Mary Park for the purpose of hosting a 5K Race in the Park event on Sunday, May 11, 2025. Board action is requested.

3) Day in the Park

Hardy Strong Foundation, through Karen Hardy, Event Coordinator, has formally requested the use of Mt. St. Mary Park for the purpose of hosting a fundraising event in the park on Saturday, June 14, 2025. Board action is requested.

VI. Director's Report

VII. Commissioner Comments

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

VIII. Adjournment of Meeting