

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 3.b

Title:	Active River Project Update – Information Only
--------	--

Presenter:	Chris Adesso
------------	--------------

Meeting: Government Services Committee

Date: July 24, 2017

Proposed Cost: \$ N/A

Budgeted Amount: \$ N/A

Not Budgeted: ☐**Executive Summary** *(if not budgeted please explain):*

The Active River Task Force wishes to provide the Council Committee updates on the status of topics pertaining to the Active River Project/Concept. The Task Force offers the attached information to the Committee. A member of the Task Force will be available at each of the Government Services Committee meetings to respond to any questions or comments that the Council Committee may have.

Attachments *(please list):*

* June 5, 2017 – Task Force Meeting Minutes * June 19, 2017 – Task Force Meeting Minutes

Recommendation/Suggested Action *(briefly explain):*

None – For information only.

**MINUTES
ACTIVE RIVER TASK FORCE MEETING
ST. CHARLES
JOHN RABCHUK, CHAIRMAN
JUNE 5, 2017**

Members Present: Chair. John Rabchuk, Chris Adesso, Rick Brems, Holly Cabel, Jim Enck

Members Absent: Trish Beckjord, Chris Bong, Monica Meyers, John Wessel

Others Present: Tom Anderson, Tony Zehnder, Isabel Soderlind

1. Call to Order

The meeting was convened by John Rabchuk at 8:05 a.m.

2. Minutes Review and Approval

Motion was made to accept and place on file the minutes of the May 15, 2017 Active River Task Force meeting minutes.

Motion by Holly Cabel second Rick Brems, to accept and place the minutes on file.

Voice vote: Ayes: unanimous; Nays – None Absent: T. Beckjord, C. Bong, M. Meyers, J. Wessel

Motion carried at 8:05 a.m.

3. Member Organization Updates

A. St. Charles Park District

i. Status of Boy Scout Island (Parking & Boat Expansion)

Holly Cabel updated the committee on this project. The additional boat slips and affiliated parking lot project at Boy Scout Island won't be completed until this fall. Kayaks were picked up last week and should be out sometime this week.

ii. Engineering Feasibility Study Presentation to the St. Charles Park Board

Park Board Commissioner presentation is still scheduled for Tuesday, July 11, 2017. The presentation will be similar to that being given to the Government Services Committee meeting June 26.

B. City of St. Charles

i. Engineering Feasibility Study Presentation at the Government Services Committee meeting, Monday, June 26, 2017 at 7:00 p.m.

a. WBK Feasibility Study Update (Engineering and construction estimates.)

Chris Adesso met with Greg Chismark a few weeks ago regarding the Feasibility Study presentation for the Government Services Committee meeting. They are currently working on the Executive Summary for the

meeting. Greg is firming up the cost estimates and some of Shipley's concepts. All items, including supporting documents, will need to be submitted by the end of this week. There have not been any additional changes to the feasibility study at this point.

The Government Services Committee presentation will include:

- The project is feasible.
- The relocation of the dam is feasible.
- Present estimated Design Engineering costs for the project.
- Present estimated construction costs.

John Rabchuk and Holly Cabel will be meeting with Mark Koenen, City Administrator this Wednesday. John was hoping to have some of cost estimates for his meeting with Mark Koenen, but these have not been firmed up yet.

Mark has not responded to the request of adding the extra Active River Project item to the June Government Services Committee meeting. The item would be an opportunity to discuss the next steps for the project, now that the result of the feasibility study is in.

Holly Cabel recommended preparing and coordinating the same "next step" message for the Government Services and Park District Board meetings if one of the Council/Board members or residents in the audience ask the question.

Discussion ensued on the City's position of the project, moving forward, etc.

b. Reference Hitchcock Plan – 2015 Amended River Corridor Master Plan (October 2015)

As mentioned at the last meeting, this is a "different" on-going type of project that requires the expertise of a professional business group i.e., an enterprise group who will manage the implementation of the plan.

If the City of St. Charles, St. Charles Park District and Kane County Forest Preserve worked together on this project it will increase the chances of obtaining significant grant monies. In addition, other local organizations may want to sponsor and partake in the smaller projects e.g., children's splash park, climbing wall, etc., similar to the Bob Leonard Walk.

John Rabchuk would like to review Hitchcock's original plan at the Wednesday with Mark. At this point the Active River Project Task Force has completed the preliminary items Hitchcock outlined in the plan, but he would like to get Mark's opinion on the next steps of the plan i.e., create a professional management group that would run the public outreach, marketing and fundraising efforts.

Holly Cabel left the meeting at 8:45 a.m.

C. River Corridor Foundation

Last week, John Rabchuk had an informal meeting with Joe Salas, owner of the Hotel Baker. John mentioned it was a very positive meeting. Mr. Salas supported the Active River Project and he was very excited to hear there may be a walkway

underneath the west side of the Main Street bridge. In addition, Mr. Salas was also considering starting a new computer programming business here in St. Charles and the Active River Project would attract new hires to the city.

4. Update on Second Meeting with Potential Corporate/Philanthropic Funding Source

On June 23, John Rabchuk has another meeting with the corporate sponsor and philanthropic funding source. Both these groups however are anxious to know whether the City will be supporting the project.

5. Marketing, Publicity and Community Outreach

A. Potential for Active River Website and/or Facebook

Rick Brems reviewed the original Hitchcock plan. This task force has touched upon many of the items slated for 2017, with the exception of the public relation items Hitchcock had documented in the plan. Hitchcock has the knowledge and correct contacts to move this project forward. Rick Brems recommended the following strategies to increase community outreach.

1. Enlist the cooperation and endorsement of the businesses in town, including Downtown Partnership and Chamber of Commerce or have a representative from each of these groups on the Task Force.
2. Meet with aldermen one-on-one to promote the project.
3. Meet with influential people in town to get their endorsement on the project.
4. Update any “new” information on the Facebook page, etc.
5. Create a public relations plan.
6. Inquire on grant cycles and apply for more grants.
7. Create an Active River Project website independent of the link on the River Corridor website. Include new information and videos endorsements from a variety of influential people in town. There is a Facebook page where this could be posted.

Discussion took place.

Bottom line, it will be important to know this project is part of the City’s vision moving forward.

B. Pottawatomie Garden Club Presentation

A presentation to Pottawatomie Garden Club is scheduled for Monday, July 24, 2017, from 1:00-1:45 p.m. at Baker Methodist Church.

6. Other

A. Update on the Wind Emotion Sculpture on Route 31.

The lighting for the sculpture is still not connected. The Electric Utility is working on rebuilding the streetlight base. Once the base is completed the power to the sculpture

lights will be connected. Chris Adesso anticipates this will be completed by the end of the week, weather depending.

The County insisted on an additional plaque on the riverwalk but it broke. The new plaque should arrive by mid-June. Boulders are in but the location needs to be determined. Once the landscaping plan is selected and finalized, Chris Adesso will present it to Council. Mr. Adesso did request low irrigation /drought resistant landscape be utilized around the sculpture.

7. Adjourn

The next meeting is scheduled for June 19 at 8:00 a.m. at the Baker Memorial Community Center; meetings will occur every 2 weeks moving forward.

Meeting was adjourned at 9:12 a.m.

**MINUTES
ACTIVE RIVER TASK FORCE MEETING
ST. CHARLES
JOHN RABCHUK, CHAIRMAN
JUNE 19, 2017**

Members Present: Chair. John Rabchuk, Trish Beckjord, Rick Brems, Jim Enck

Members Absent: Chris Adesso, Chris Bong, Holly Cabel, Monica Meyers,
John Wessel

Others Present: Tom Anderson, Phil Held, Ed Werneke, Isabel Soderlind

1. Call Meeting to Order

The meeting was convened by John Rabchuk at 8:05 a.m.

2. Minutes Review and Approval

Motion was made to accept and place on file the minutes of the June 5, 2017 Active River Task Force meeting minutes

Motion by Jim Enck second by Rick Brems, to accept and place the minutes on file.

Voice vote: Ayes: unanimous; Nays – None Absent: Chris Adesso, Chris Bong, Holly Cabel, Monica Meyers, John Wessel

Motion carried at 8:05 a.m.

3. Engineering Feasibility Study

A. Review Executive Summary and Cost Estimates for Design Engineering and Construction

John Rabchuk was anticipating either Chris Adesso or Greg Chismark would be present to give a brief summary of the Executive Summary and relative costs being presented at the June 26, 2017 Government Services meeting. Unfortunately, both Chris and Greg were unable to attend this meeting. At this point in time, John Rabchuk did not have any additional information regarding the feasibility study.

(Later: Greg Chismark from WBK was able to join the meeting at 9:15 a.m., after the meeting was adjourned, and presented some of the graphics which will be included in the Executive Summary and his presentation of the Engineering Feasibility Study to the Government Services Committee.)

The Government Services Committee presentation will focus primarily on the Feasibility Study. The packet will include concept drawings and related estimated costs for design engineering (DE) and construction engineering (CE). John Rabchuk was unsure how many concept drawings would be included in the presentation. The Government Services Committee packet would not be available to the public until

Friday, June 23. If John Rabchuk received any information earlier than the 23rd, he would distribute it to the Task Force members as soon as he received it.

No recommendation will be made at the presentation unless asked. Several initiatives however may be proposed after the presentation:

1. As discussed last year, tour downtown Greenville, South Carolina, to view their river project and the economic impacts it has made on the town.
2. Have Chris Minick, City of St. Charles Finance Director, and Cathy Camm, Superintendent of Finance & Administration, from the St. Charles Park District research potential funding opportunities for the project.

Illinois' financial situation and the approval of a budget is another variable that may have significant impact on many projects here in the city as well as the state.

Holly Cabel and John Rabchuk met with Mark Koenen on Wednesday, June 7, 2017 to discuss the Active River Project. John briefly described the meeting. His impression was if the project moved forward the City and Park District would work on construction project monies and grant opportunities and the Active River Project Task Force would focus on raising funds from philanthropic and corporate organizations. This may include a private professional group that can generate marketing materials, publicity and raise private funds.

B. Review FAQ list to aid discussion with aldermen, Park District commissioners and River Corridor Foundation

John Rabchuk composed two documents, a Memorandum and a FAQ list, to clarify any questions the aldermen may have on the project. The documents have been attached to the Government Services Committee packet and will be included with the Park District and River Corridor Foundation presentation. Comments he received from the Task Force members were incorporated into the final copy of the FAQs.

8:19 Trish Beckjord excused herself from the meeting.

4. Marketing, Publicity and Community Outreach

A. Presentation aides for the Engineering Study

The Task Force brainstormed ideas on how they could better prepare before and after the meeting. The following items were discussed:

1. Government Services Committee Chair. Payleitner is lobbying for other aldermen and will make a couple of comments during the meeting.
2. Once the Government Services Committee packet is posted, the Task Force can download the Active River Project item from the website and distribute it to others within the community.
3. Contact the press and notify them that this item will be presented at next Monday's Government Services Committee meeting.
4. Create a press release on the presentation to distribute after the meeting.

Rick Brems suggested copies of the public relations flyer be distributed to the alderman just before or after the meeting.

Phil Held and John Rabchuk recommended posting the Active River Project on Facebook the day after the meeting with the drawing(s), bullet points on the feasibility study findings, any related cost estimates, Memorandum and FAQ sheet. This could also be posted on Facebook after Monday's meeting. The concept drawing(s) will be on the City's website.

John Rabchuk anticipates that the Facebook posting and an article in the Herald will generate exposure and comments from the public.

B. Potential for Active River website and/or Facebook

The Task Force discussed the potential for creating its own Active River Project website independent from the River Corridor Foundation. Rick Brems has a meeting with a web developer to discuss the creation of a website or recommendations on how they could improve the current site. The developer however does not maintain the website.

The Task Force also discussed imbedding a short video clip on Facebook and the website regarding the project.

C. Presentation to Pottawatomie Garden Club

A presentation to Pottawatomie Garden Club is scheduled for Monday, July 24, 2017, from 1:00-1:45 p.m. at Baker Methodist Church. John Rabchuk reminded everyone that an updated presentation will need to be created.

5. Member Organization Updates

A. City of St. Charles Park District

The Engineering Feasibility Study presentation to the St. Charles Park Board is still scheduled for Tuesday, July 11, 2017, at 7:00 p.m. The presentation will be similar to the one being given at the June 26 Government Services Committee meeting.

B. City of St. Charles

Engineering Feasibility Study Presentation at the Government Services Committee meeting, Monday, June 26, 2017 at 7:00 p.m. (Discussed under item 3A above.)

C. River Corridor Foundation

The Engineering study presentation to River Corridor Foundation (RCF) on Wednesday, July 19, 2017 at 7:30 a.m.

John Rabchuk also distributed the Memorandum and FAQ list to all the members of the River Corridor Foundation via email.

6. Update on Second Meeting with Potential Corporate/Philanthropic Funding Source

John Rabchuk has another meeting with the corporate sponsor and a philanthropic funding source on June 23, 2017, the Friday before the Government Services Committee meeting.

John will be introduced to the corporate sponsor's new president of the west region. The focus of the meeting will be to introduce the project concept to the new president and continue discussions on how they can participate in the project.

In addition, John Rabchuk recently heard from another local philanthropic group that had previously attended these meetings. They indicated they were still very interested in supporting this project even though they have been unable to attend the last few meetings.

Funding from these private sources and the Dunham Foundation could raise money for the design engineering portion of the project. CMAP could also be another funding source that should be researched as a potential funding source.

7. Other

A. Update on the Wind Emotions Sculpture

The plaques, for the boulders, still need to be completed. The boulders were delivered to public works, but there have been some issues with the actual signage. The grant monies will not be released until the signage is completed.

Per John Rabchuk, the City has monies in this year's fiscal year for the Active River Project; some of this money will be utilized to complete the Wind Emotions area.

B. Gratitude Sculpture and Splash Park

The River Corridor Foundation has also made a donation towards the Gratitude Sculpture.

The Task Force also discussed a creating a children's splash park as part of the Active River Project, something similar to the splash area at Peck Farm in Geneva. They also discussed possible locations for the park: (1) near the Fox sculpture north of the existing Police Station; (2) triangular piece of property south of the Harris Bank; (3) extension of the 1st Street Plaza, south of the old Manor restaurant. St. Mary's Park was another location discussed but Phil Held mentioned the children's "Treehouse" project is being proposed for the St. Mary's Park.

8. Adjourn

The next meeting is scheduled for July 10 at 8:00 a.m. at the Baker Community Center. Moving forward, the Task Force will meet on the 2nd and 4th Monday of every month.

Meeting was adjourned at 9:02 a.m.