

## MINUTES

### **St. Charles Park District Board Meeting**

**November 27, 2018**

#### **Call to Order and Roll Call**

The St. Charles Park District Board met for a Regular Meeting at the Pottawatomie Community Center on November 27, 2018. At 6:36 P.M., Vice President Jim Cooke called the meeting to order. Administrative Assistant Natalie Nelson called the roll.

**Members present at roll call:** Bob Carne (left at 6:44 P.M.), Jim Cooke, Karrsten Goettel, and Bob Thomson, Trish Beckjord (arrived at 6:38 P.M.), Mike Hoscheit (arrived at 6:51 P.M.)

**Members absent:** Brian Charles

**Staff present:** Director of Parks and Recreation Holly Cabel, Superintendent of Parks and Planning, Deputy Director Laura Rudow, Superintendent of Recreation Mike Kies, Superintendent of Finance and Administration Cathy Camm, Pottawatomie Golf Course Manager Ron Skubisz, Administrative Assistant Natalie Nelson, and Pottawatomie Community Center Evening Supervisor Sabrina Killeen

**Guests:** Representing St. Charles North Girls Golf Team were Catie Nekola (freshman), Emma Hayes (senior), Brooke Bayless (junior), Isabella Spinazze (sophomore), Kendall Depaul (sophomore), Megan Furtney (senior), Sarah Arnold (senior) Irish Whalen (Head Coach), and Steve Dodd (Asst. Coach); Others present were Maggie Arnold, Heather Parks, Andrae Parks, Karen Arnold, Beth Bayless, Cheryl Spinazze, John Bayless

#### **Consent Agenda**

Mr. Thomson motioned and Mr. Carne seconded that the St. Charles Park District Board approve the following Consent Agenda Items:

- Approval of Board Meeting Minutes from the meeting conducted November 13, 2018.
- Approval of Bills
  - i. Corporate Fund \$382,204.08
  - ii. Recreation Fund \$151,236.70
  - iii. Liability Insurance \$ 336.00
  - iv. Debt Service Fund \$475.00
  - v. Revenue Facilities \$48,021.78
  - vi. Norris Rec Center \$ 19,568.82
  - vii. Sportsplex \$13,039.20
  - viii. Capital \$580,700.66

- Approval of Financial Statements, including Cash and Investment Report as of October 31, 2018, and Revenue Expense Report as of October 31, 2018

The motion carried by roll call vote with aye votes cast by Carne, Cooke, Goettel and Thomson; no nay votes were cast.

### **Public Appearances**

Mr. Skubisz introduced Irish Whalen, Head Coach, and Steve Dodd, Assistant Coach, of the of St. Charles North High School Girls Golf Team. The coaches introduced each team member. Mr. Carne congratulated the team for its successful season, noting the Division I schools each senior team member plans to attend in the fall, including Katelyn David who was not able to be present. Coach Whalen thanked Park District for its support. Mr. Carne presented each player and coach with a certificate of recognition and an aerial photo of Pottawatomie Golf Course. Photos were taken of the group.

*Commissioner Beckjord arrived to join the meeting at 6:38 P.M.*

*Commissioner Carne and all guests left the meeting at 6:43 P.M.*

### **Business Items**

#### **Adoption of 2018 Tax Levy Ordinance 2018-11-02**

Ms. Camm requested the Board adopt Ordinance 2018-11-02, Levying and Assessing Taxes for the St. Charles Park District, Kane and DuPage Counties, Illinois for the Tax Year 2018 in the amount of \$10,665,334.

Ms. Beckjord motioned and Mr. Goettel seconded that the St. Charles Park District Board approve Ordinance 2018-11-02 as presented. The motion carried by roll call with aye votes cast by Beckjord, Cooke, Goettel, and Thomson; no nay votes were cast; three members were absent.

#### **Abatement of Tax Levy Ordinance 2018-11-03**

Ms. Camm requested the Board approve Tax Levy Ordinance 2018-11-03 abating the 2018 tax levy for debt service on GO Bonds (Alternate Revenue Source), Series 2011B.

Ms. Beckjord motioned and Mr. Goettel seconded that the St. Charles Park District Board approve Ordinance 2018-11-03 as presented. The motion carried by roll call with aye votes cast by Beckjord, Cooke, Goettel, and Thomson; no nay votes were cast; three members were absent.

#### **Abatement of Tax Levy Ordinance 2018-11-04**

Ms. Camm requested the Board approve Tax Levy Ordinance 2018-11-04 abating the 2018 tax levy for debt service on GO Bonds (Alternate Revenue Source), Series 2018.

Ms. Beckjord motioned and Mr. Goettel seconded that the St. Charles Park District Board approve Ordinance 2018-11-04 as presented. The motion carried by roll call with aye votes cast by Beckjord, Cooke, Goettel, and Thomson; no nay votes were cast; three members were absent.

## **Recreation**

### **IAPD/IPRA Annual Conference Attendance Approval**

Ms. Rudow requested that the Board approve attendance of Melissa Caine, Cayla Greenfield and Tim Timberlake to the 2019 IAPD/IPRA Conference on January 24-26, 2019 at the Hyatt Regency Chicago.

Mr. Goettel motioned and Ms. Beckjord seconded that the St. Charles Park District Board approve the attendance of the three employees at the 2019 IAPD/IPRA Conference. The motion carried by unanimous voice vote of the four board members present: Beckjord, Cooke, Goettel, and Thomson.

## **Parks, Planning, and Facilities**

### **Golf Report**

Mr. Skubisz presented the Golf participation reports through October 2018. An greater number days with adverse weather, including excessive rain, frost, and a day that reached 100°F. These factors affected the decreased overall golf participation in September and October.

### **Anthem Heights Land Donation Agreement**

Ms. Rudow requested the Board accept a land donation of 1.19 acres in the Anthem Heights subdivision from The Calatlantic Group. The balance of land owed has been paid with cash in lieu of land. This land donation is required by the City of St. Charles Land Cash Ordinance. Combination

Ms. Beckjord motioned and Mr. Thomson seconded that the St. Charles Park District Board approve the land donation agreement with the developer of Anthem Heights as presented. The motion carried by roll call with aye votes cast by Beckjord, Cooke, Goettel, and Thomson; no nay votes were cast; three members were absent.

### **Primrose Farm Agricultural Land Lease Agreement**

Ms. Rudow requested the Board approve leasing 83 acres of tillable land at Primrose Farm to Joe White of JW Farms for two hundred thirty dollars and twelve cents (\$230.12) per acre for an annual rent payment of \$19,100 due in two equal installments on March 10 and August 10 of 2019. This agreement will extend the expiring three-year lease for one more year. At the end of this lease term, Assistant Superintendent Chris Gingrich will assess and evaluate the current land use to determine if any changes may be necessary before considering future leases.

Ms. Beckjord motioned and Mr. Goettel seconded that the St. Charles Park District Board approve the land lease agreement with for the agricultural use of land at Primrose Farm as presented. The motion carried by roll call with aye votes cast by Beckjord, Cooke, Goettel, and Thomson; no nay votes were cast; three members were absent.

*Commissioner Hoscheit arrived at 6:51 P.M.*

## **Special Reports**

- **Fox Valley Recreation Association**: Mr. Thomson attended meeting this morning at which time the Sportsplex agreement was approved, but questions arose regarding why the agreement does not address future use after the one-year lease. Ms. Rudow explained

that when the agreement negotiations began, the Park District staff had not yet determined the best use of the facility's space, and FVSRA staff had not determined the types of programming and the expected level of participation, but subsequent agreements will likely address future use. Mr. Thomson reported FVSRA staff offers one-on-one or small group training for Park District staff regarding inclusion services. FVSRA summer camp participation levels at different sites were discussed, including possible future summer camp programming at Sportsplex. Batavia Park District is no longer able to use Batavia School District property for programming, so FVSRA's presence in Batavia is significantly reduced. Mr. Thomson noted that in St. Charles, parks and schools and other organizations have good working relationships with each other and cooperate nicely together.

- St. Charles History Museum: Mr. Hoscheit had no report.
- St. Charles Park Foundation: Mr. Cooke had no report.
- St. Charles Arts Council: Ms. Cabel reported the Arts Council is accepting donations today during Giving Tuesday's #GiveIllinois online fundraising event.
- Downtown St. Charles Partnership: Ms. Cabel reported that there have been discussions regarding the merging/collaboration of the CVB and Partnership. Discussions are continuing at this time.
- St. Charles Housing Commission: Mr. Goettel had no report.
- St. Charles River Corridor Foundation: Ms. Beckjord had no report. Ms. Cabel reported on the successful Concert this month at Norris Cultural Arts Center with the Hen House Prowlers. This event was a fundraiser.
- Baker Community Center: Mr. Charles was not present to give any report.

### **Correspondence**

None.

### **Director's Report**

- Ms. Cabel announced that St. Charles will not participate in the America in Bloom competition in summer 2019 because St. Charles is hosting the AIB Symposium in the fall. A tour of Mt. St. Mary Park or other park locations could be part of the Symposium's events.
- Ms. Cabel discussed this year's holiday card and signing process.
- Ms. Cabel invited Board members to join Park District staff at the Holiday Luncheon at noon on December 14 at the Pottawatomie Community Center.
- The Women's Business Council's Holiday Party is December 6. Ms. Cabel asked Board members to let her know if they want to attend the dinner.
- History museum membership and volunteer Holiday Open House on Dec 7 from 5-8pm.

- The Compensation Study Report presentation by GovHR has been postponed to January, as their staff is not available to attend the December Board meeting unless the board wants to have an additional special meeting for the presentation.
- Ms. Cabel explained a potential project that the River Corridor is interested in funding and implementing on the east river bank by the bike trail across from Langum Park. At this time they have preliminary drawings that both the Park District and City staff will need to review. The project could potentially affect both the land (City) and the bike path (Park District). The river project proposes: relocation of the bike path crossing (safety concerns of having cyclists/pedestrians emerge from behind the pump house), improved fishing access, bio swales for storm water runoff, bank erosion control, native wildflower beds, improved seating and potential areas for public art.

### **Commissioner Comments**

- Trish Beckjord reported touring Sportsplex before the ribbon-cutting and complimented the improvements.
- James F. Cooke hoped everyone had a nice Thanksgiving.
- Karrsten Goettel made no comments.
- Michael Hoscheit hoped everyone weathered the Sunday snowstorm without too much property damage and fallen trees.
- Bob Thomson wished everyone happy holidays early.

### **Other Business**

None.

### **Adjournment**

There being no further or other business, so, upon motion duly made, seconded, and carried, the meeting adjourned at 7:08 P.M.

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Secretary