

MINUTES
St. Charles Park District Board Meeting
December 11, 2018

Call to Order and Roll Call

The St. Charles Park District Board met for a Regular Meeting at the Pottawatomie Community Center on December 11, 2018 At 6:31 P.M., Vice-President Jim Cooke called the meeting to order. Administrative Assistant Natalie Nelson called the roll.

Members present: Trish Beckjord, Bob Carne, Jim Cooke, Karrsten Goettel, Mike Hoscheit, and Bob Thomson

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, Public Relations & Marketing Manager Erika Young, and Administrative Assistant Natalie Nelson

Others present: Carol Glemza

Consent Agenda

Ms. Beckjord motioned and Mr. Carne seconded that the St. Charles Park District Board approve the Consent Agenda items including the minutes of the Regular Board Meeting November 27, 2018. The motion carried by the following roll call vote: Ayes Beckjord, Carne, Cooke, Goettel, Hoscheit and Thomson, Nays – none.

Public Appearances

None.

Administration

2019 Yearly Board Meeting Calendar & 2019 District Calendar-Administrative Regulations

Ms. Cabel presented 2019 Yearly Board Meeting Calendar and the 2019 District Calendar-Administrative Regulations.

Ms. Beckjord motioned and Mr. Thomson seconded that the St. Charles Park District Board approve calendars as presented. The motion carried by roll call vote with aye votes cast by Beckjord, Carne, Cooke, Goettel, Hoscheit, and Thomson; no nay votes were cast.

Annual Budget and Appropriation Ordinance

Ms. Camm requested Board adopt Ordinance 2018-12-01, an Ordinance Making a Combined Annual Budget and Appropriation of Funds for the St. Charles Park District for the Fiscal Year Beginning January 1, 2019 and Ending December 31, 2019. She explained revisions since the draft budget was initially presented, which resulted in increased expenses of less than \$10,000. Illinois law has changed to require employers to cover the cost of required employee apparel. She also noted that utilities have been moved to Contractual Services to allow for more flexibility if costs vary.

Ms. Beckjord motioned and Mr. Goettel seconded that the St. Charles Park District Board adopt Ordinance 2018-12-01 as presented. The motion carried by roll call vote with aye votes cast by Beckjord, Carne, Cooke, Goettel, Hoscheit, and Thomson; no nay votes were cast.

Ordinance Authorizing Disposal of Personal Property Owned by the St. Charles Park District

Ms. Camm requested Board approval of Ordinance 2018-12-02 authorizing the disposal of personal property owned by the Park District, including items formerly used in programming at the STC Underground.

Mr. Hoscheit motioned and Mr. Thomson seconded that the St. Charles Park District Board approve Ordinance 2018-12-02 as presented. The motion carried by roll call vote with aye votes cast by Beckjord, Carne, Cooke, Goettel, Hoscheit, and Thomson; no nay votes were cast.

Board Policy update

Director Cabel introduced the changes to Board policy 6020 Fees and Charges for Recreation Programs to clarify when resident and nonresident fee structures may be different. Mr. Kies explained the need for transparency, fairness, and consistent fee structures for guest services and athletic league participation. The revised policy also clarifies the treatment of fees for programming occurring at Non-Park District facilities within Park District Boundaries and outside the boundaries.

Mr. Carne motioned and Mr. Goettel seconded that the St. Charles Park District Board approve the revisions to Board Policy 6020 as presented. The motion carried by unanimous voice vote of all present commissioners.

Recreation

St. Charles Aquatics Agreement Amendment

Mr. Kies requested Board approval of an Amendment to the License Agreement by and between the St. Charles Park District and the St. Charles Aquatics (“SCA”) beginning December 11, 2018. The amendment adds a provision that the Park District will reimburse SCA for the cost of lifeguards during Park District programming outside of SCA regular schedule, which includes water aerobics, which has experienced higher demand from baby boomers and active older adults.

Mr. Carne motioned and Ms. Beckjord seconded that the St. Charles Park District Board approve the amendment to the St. Charles Aquatics License Agreement as presented. The motion carried by unanimous voice vote of all present commissioners.

Parks, Planning, and Facilities

Ms. Rudow requested Board approval of eight recently submitted requests for use of facilities. She intends to bring several requests for use to the next few meetings. The request from Cal's Angels' W.A.R on Wheels event is the only new event among the requests presented here.

- March of Dimes' Walk for Babies in Pottawatomie Park on Saturday, April 27, 2019.
- MultiSport Maddness' Sly Fox Marathon in Timber Trails on Saturday, April 20, 2019.
- St. Charles Canoe Club's Current Buster Canoe & Kayak Race in Pottawatomie Park on Sunday, May 5, 2019.
- Project Mobility's Hops for Hope in Mt. St. Mary Park on Saturday, May 18, 2019.
- Cal's Angels' W.A.R on Wheels in Mt. St. Mary Park on Sunday, June 2, 2019.
- St. Charles Breakfast Rotary Club's TriCity Craft Brew Fest in Lincoln Park on Saturday, June 8, 2019.
- Fox Valley Park District's Mid-Am Canoe & Kayak Race in Mt. St. Mary Park on Sunday, June 2, 2019.
- National Multiple Sclerosis Society's MS Walk in Pottawatomie Park on Sunday, May 5, 2019.

Mr. Thomson motioned and Mr. Hoscheit seconded that the St. Charles Park District Board approve the aforementioned requests for use *en gros*. The motion carried by unanimous voice vote of all present commissioners.

Correspondence

None.

Director's Report

Director Cabel reminded the board of upcoming meetings including:

- The Intergovernmental meeting on Thursday, December 13.
- The Park Foundation is meeting tomorrow night.

Director Cabel has initiated annual review by sending updated goals and 2019 goals to board president.

Director Cabel introduced 2018 Year-in-Review video. Thank you to Erika Young for creating the video which will be shared through the District's website.

Commissioners' Comments

Trish Beckjord reported speaking to a non-resident recently who complimented Sportsplex and HKDC summer camp programming. She wished happy holidays to all.

Bob Carne praised the newest adult sports opportunities, including volleyball and basketball, and thanked Megan Hatheway for developing them. He complimented the cleaning staff's work at Pottawatomie Community Center. He complimented Sportsplex's condition and thanked Melissa Caine for considering his suggestions. He reported speaking to people who are glad the Park District will continue to operate the historic paddlewheel riverboats next year. On behalf of his family, he thanked the Board and staff for the flowers received in honor of his mother-in-law. He stated that the reason his family chose to live in St. Charles was due to his wife's family's tradition of driving from Elmwood Park to St. Charles to celebrate the Fourth of July at Pottawatomie Park. He thanked the Cantrell family for its generous donations through the For Scout Foundation. He suggested running clinics at Park District facilities to help raise funds for the For Scout Foundation and honoring the family at one of the District's aquatics facilities. Ms. Cabel reported that Assistant Superintendent Jen Bruggeman will be reaching out to For Scout Foundation to have them attend an upcoming Board meeting.

James F. Cooke praised Cayla Greenfield's dedication to running Sportsplex. Ms. Rudow explained that Ms. Greenfield spent several weeks performing the duties and establishing procedures for evening part-time staff, which just began working without her assistance this week. Mr. Cooke thanked Melissa Caine for her dedication as well. He thanked Mr. Skubisz for being such a great teacher in the game of golf. He wished everyone Merry Christmas.

Karrsten Goettel wished everyone happy holidays. He stated he will attend the Staff Holiday Luncheon at noon on Friday at Pottawatomie Community Center. Ms. Cabel reminded the Board they are all invited to attend and enjoy the food and games.

Michael Hoscheit thanked the Board and staff for a year. He also thanked Ms. Young for the video, which put the year's projects into prospective and context.

Bob Thomson wished happy holidays to all. He praised Ms. Young's work on the video.

Other Business

None.

Adjournment

There being no further or other business, so, upon motion duly made by Bob Carne, seconded by Mike Hoscheit, and carried, the meeting adjourned at 7:05 P.M.

Secretary