

**MINUTES**  
**St. Charles Park District Board Meeting**  
**August 25, 2020**

**Call to Order**

The St. Charles Park District Board met for a Regular Meeting at Pottawatomie Community Center on August 25, 2020. At 6:35 p.m. President Jim Cooke called the meeting to order.

**Roll Call**

Administrative Assistant Jenny Santos called the roll.

**Commissioners present:** Bob Carne, Brian Charles, Jim Cooke, Karrsten Goettel (arrived 6:38pm), Mike Hoscheit and Bob Thomson

**Commissioners absent:** Peggy McCarthy

**Administrative staff present:** Director of Parks & Recreation Holly Cabel, Superintendent of Parks & Planning, Deputy Director Laura Rudow, Superintendent of Recreation Mike Kies, Superintendent of Finance & Administration Cathy Camm, Golf Course Manager & PGA Golf Pro Ron Skubisz, Public Relations & Marketing Manager Erika Young and Administrative Assistant Jenny Santos

**Other Staff Present:**

**Consent Agenda**

Mr. Thomson moved and Ms. McCarthy seconded that the St. Charles Park District Board approve the following Consent Agenda items, including the following:

- Approval of Minutes from August 11, 2020
- Approval of Bills as of July 31, 2020

<u>Accounts</u>	<u>Amounts</u>
Corporate Fund	\$247,082.91
Recreation Fund	\$67,115.53
Liability Insurance	\$142,003.98
Revenue Facilities	\$62,770.80
Norris Rec Center	\$16,845.35
Sportsplex	\$9,060.20
Capital	\$423,356.13
<b>TOTAL</b>	<b>\$968,234.90</b>

- Approval of Cash and Investment Report as of July 31, 2020
- Approval of Revenue and Expense Reports as of July 31, 2020

A roll call vote was taken. Aye: Carne, Charles, Hoscheit, Thomson and Cooke. Nay: none. The motion carried.

**Public Appearances**

None

**Administration and Finance****Green Team Presentation**

Superintendent of Parks and Planning Laura Rudow reviewed the impact the Sustainability Scorecard has had on District operations related to: 1) the purchase and use of environmentally safe and sensitive products, 2) the effective use and protection of natural resources, 3) the effective use of water & energy, 4) material reduction and handling of waste, and 5) environmental education and interpretation. Ms. Rudow reviewed the continuing initiatives in each area. Additionally, Green Team has undertaken new initiatives to move the District forward with green practices. Some of the new initiatives implemented in 2020 include: bulk ordering of all Covid-related PPE/sanitizing products was centralized in the Partnership and Sponsorship Coordinator office, which researched the products and best price to prevent price gouging during the pandemic; use of vinegar to clean animal cage furnishings at HKDC; increase natural areas/no mow areas, which leads to less grass to mow; participating in a county wide seed harvest sharing program to introduce native plants into natural areas; educating patrons about the difference between bees and wasps and restoring a monarch pollinator garden; increased prescribed burns; using a vinegar/Dawn/water solution to spray on mulch to prevent weed growth instead of using Roundup; installation of motion lighting at Sportsplex; recycling electronics; installation of refillable water stations throughout the District; and Pam Otto developed a video educational series called, “The Good Natured Hour” that is related to her newspaper column.

Mr. Charles asked if there has been any additional discussion around turning residential fields into natural areas. Ms. Rudow said that there isn’t a lot of support from the community for that. Mr. Carne asked about the cost of solar lights and shared that his neighbors would love to see lights at the dog park at James O. Breen Community Park.

**Diversity, Equity and Inclusion Update**

Ms. Cabel shared the revised goals and objectives for the Diversity, Equity and Inclusion committee. She would like to establish a committee to review and evaluate the District’s current policies, services, facilities and programs through the lens of DEI. The Board agreed that the revised goals and objectives are worthwhile and Ms. Cabel said she would like to have the committee begin meeting at the beginning of 2021.

**Recreation****River View Miniature Golf, Paddlewheel Riverboats and Aquatics Monthly Usage Report**

Superintendent of Recreation Mike Kies shared the usage report for Swanson Pool and Otter Cove Splash Park. Residents are using the pool and splash park at a higher rate than anticipated. Although all facilities are expected to have a net loss of revenue, these facilities are doing better than expected compared to their amended budgets. Mr. Carne asked about the capacity on the time slots for both Splash Park and Swanson. Mr. Kies stated he did not have that answer but can bring it in the next update. River View Miniature Golf is doing well and its concessions sales of pre-packaged are higher than last year. The Paddlewheel Riverboats are running with a 50% capacity, so 46 customers per cruise. Although ridership is down this year because Covid-19 is keeping away the older active adults who ride the boat during the day, our specialty cruises are doing well and often sell out!

**Parks, Planning, and Facilities****Grant Review**

Ms. Rudow shared an update on grant applications and funding for current, pending and upcoming projects. Current projects with funding total \$761,950 and include the Pottawatomie Inclusive Playground and Sensory Garden; Otter Creek and Ferson Creek Fen restoration, wheelchair and adaptive swings, U of I property Pollinator Highway and the Union Pacific acquisition. Pending applications total \$1.2 million and include the Primrose Farm Ag Lab and the Otter Creek Wetland/South Elgin Trail Connection. Upcoming applications include an OSLAD grant for \$400,000 to develop the Illinois Department of Juvenile Justice land and a possible OSLAD grant for \$750,000 for land acquisition on the east side. Mr. Carne asked Ms. Rudow if there is any grant money we could pursue to remodel the Valley View Community Center. Ms. Cabel responded that she and Ms. Rudow will bring back pictures of the building to the next Board meeting.

**Pottawatomie Golf Course Monthly Usage Report**

Pottawatomie Golf Course Manager & PGA Golf Pro, Ron Skubisz, reviewed the golf course usage report for July. Mr. Skubisz shared that the comments from golfers recently included that the golf course itself is in really good shape. Golf continues to be a popular sport this summer because of restrictions on other sporting activities. The weather has cooperated and tee times are nearly booked every day. However, some of those tee times are not at capacity with 4 players, as single players are not put together with others to form foursomes. Of significance is the rental of riding carts is higher than it has been in years.

**Special Reports****Fox Valley Special Recreation Association**

Mr. Thomson shared that the FVSRA is looking for a basketball court for 8-10 players on Tuesday nights from November 3 to December 15<sup>th</sup> from 6:30-7:30 pm. He also said that the FVSRA thanked the St. Charles Park District at the meeting for sharing the parking lot at James O. Breen Community Park for their annual BBQ fundraiser that is happening tonight and for the Board members' dinner order. They presold 350 meals, which is much less than last year, but they are hopeful for drive-up customers tonight. The basket raffle is still open until Thursday night.

**History Museum**

No report this month.

**St. Charles Park Foundation**

No report this month.

**St. Charles Arts Council**

Ms. Cabel shared that the SCAC is reviewing their membership levels and will have a membership drive near the end of the year.

**St. Charles Business Alliance**

Mr. Hoscheit's first meeting will be September 16<sup>th</sup>.

**St. Charles Housing Commission**

No report this month.

St. Charles River Corridor Foundation

No report this month.

Baker Community Center

No report this month.

Correspondence

No correspondence this week.

Director's Report

Ms. Cabel reminded the Board about the upcoming Sculpture in the Park reception on September 18<sup>th</sup> in Mt. St. Mary Park. She encouraged any of the commissioners who are interested in representing the Board that evening let her know, as space is limited due to Covid-19 restrictions.

She also reminded the Board of the upcoming Capital and Planning Workshop September 16<sup>th</sup>. She asked if commissioners have any suggestions for projects to please send them to her ahead of the meeting.

Commissioners' Comments

**Bob Carne:** Mr. Carne reiterated that he would like the Board to look at possibilities for Valley View Community Center. He asked Mr. Kies about the Learning Pods that have been created to care for students on remote learning days. Mr. Carne asked if D303 needs buses, is there a possibility that SCPD could lease its buses? He said great job to the aquatics team for giving the residents an opportunity to enjoy the pool this summer. He also said he thinks the cross-promotions that are happening between facilities is a great idea and he would like to see that continue. He suggested that 10-15% off birthday party packages could be given to Baker Station students. His last comment was regarding the Diversity, Equity and Inclusion committee goal and objectives and wanted to know if economic diversity was a part of the discussion. Ms. Cabel assured him it is.

**Brian Charles:** No comments

**Karrsten Goettel:** No comments

**Mike Hoscheit:** No comments

**Margaret "Peggy" McCarthy:** absent

**Jim Cooke:** No comments

**Bob Thomson:** Mr. Thomson shared his experience biking the trails in Middlebury, Indiana. He said there are signs along the trail that state prompts like, "Do 5 jumping jacks." He thought those were neat and would be fairly easy and inexpensive replicate here in St. Charles.

Executive Session

Mr. Carne moved and Mr. Charles seconded that the St. Charles Park District Board temporarily adjourn to a closed session for the purpose of considering the following subject, per the Open Meetings Act, 5 ILCS 120/2(c) exception: the purchase or lease of real property for the use of the

public body, including meetings held for the purpose of discussion whether a particular parcel should be acquired.

A roll call vote was taken. Aye: Carne, Charles, Goettel, Hoscheit, Thomson and Cooke. Nay: none. The motion carried. At 7:24 p.m., the Board temporarily adjourned to proceed to the Executive Session.

*Ms. Young left the meeting at 7:24 p.m.*

**Other Business**

At 7:29 p.m., Mr. Cooke called the meeting back to order. No other business was conducted.

**Adjournment**

There being no further or other business, Mr. Charles moved and Mr. Thompson seconded to adjourn the meeting. A voice vote was taken, unanimous affirmative votes were cast, and the motion carried. The meeting adjourned at 7:29 p.m.