



ST. CHARLES PARK DISTRICT BOARD MEETING

Pottawatomie Community Center

April 13, 2021 – 6:30 P.M.

MINUTES

Call to Order

The St. Charles Park District Board met for a Regular Meeting at Pottawatomie Community Center on April 13, 2021. At 6:34 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, Peggy McCarthy and Steve Ward

Commissioners absent: Bob Thomson

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, IT Manager Jeff Essig and Administrative Assistant Jenny Santos

Other Staff Present: Assistant Superintendent of Recreation Jennifer Bruggeman, Teen Center Supervisor Christopher Holling and Teen Center Supervisor Dan Proccacio

Guests in person:

Consent Agenda

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

- Approval of Minutes from Regular Meeting on March 23, 2021

A roll call vote was taken. Aye: Carne, Charles, Goettel, McCarthy, Ward and Cooke. Nay: none. The motion carried.

Public Appearances

None

Administration and Finance

St. Charles Underground Teen Center Update

Teen Center Supervisors Chris Holling and Dan Procaccio provided an overview of the STCU operations. Mr. Holling started by presenting the Teen Center's Mission, Vision and Core Values.

Mr. Procaccio shared the programs that STCU provided last year before and during the pandemic, which included a Bob Ross Painting Party, eSports Café Trips, Learn to Livestream class and Smash Bros and Fortnite tournaments. The team also reported that female membership is on the rise and now make up more than a third of the total 1,508 members. The Supervisors shared how they contributed to District operations while the STCU was temporarily closed. Mr. Holling shared that the STCU received a \$3000 grant from the St. Charles Youth Commission that they used to support two community events that generated a total of \$5600-Caravan to Candyland in October

and St. Paddy's Day Express in March. The Supervisors shared plans for this year that includes introducing an incentive program to boost membership and hosting unique pop-up events, fundraisers and programs.

Mr. Cooke asked the team what they would ask for if they could have one wish for the STCU. Both Supervisors agreed that funding to make programs as close to free as possible to attract teens to the STCU. Mr. Charles shared an idea to form a leadership council of teens so that they have buy in to the programs. Mr. Carne suggested a mentorship program in which high school upper classmen mentor the middle school kids or to create teams within the membership. Mr. Carne also suggested to implement an incentive program in which teen volunteer hours can earn dollars to go toward park district program fees. He also encouraged programming that uses the District's other facilities. Ms. McCarthy praised Mr. Holling and Mr. Procaccio for their enthusiasm and passion.

Easement for City of St. Charles

Ms. Rudow reviewed the history of the request from the City for both a temporary and permanent easement for Mt. St. Mary Park. The City agreed to detail the restoration project on the site and install an alternative path should pedestrians be impacted.

Mr. Carne moved and Mr. Charles seconded that the St. Charles Park District Board of Commissioners approve the Easement Agreement with the City of St. Charles for Mt. St. Mary Park. A roll call vote was taken. Aye: Carne, Charles, Goettel, McCarthy, Ward and Cooke. Nay: none. The motion carried.

Crisis Communication Plan Update

Mr. Kies shared that the District's Safety Committee revised the Crisis Communication Plan. The plan outlines the roles staff members and Commissioners play when a situation arises that requires consistent communication with the public. The plan was vetted through PDRMA and was updated to reflect best practices in the industry.

Ms. McCarthy moved and Mr. Ward seconded that the St. Charles Park District Board of Commissioners adopt the updated Crisis Communication Plan as presented. A voice vote was taken and the motion carried unanimously.

Board Policies 3000-4999 Review

Ms. Cabel updated the Board on the progress of reviewing the Board Policy Manual. Staff and legal counsel reviewed and updated Board policies 3000-4999. The Board received a summary of all the changes made in this section as well as a copy of each red-lined policy. Ms. Cabel asked the Board if they had any questions about the review. She stated that no action is being requested tonight as the entire manual will be presented to the Board in June for approval. Commissioners agreed to review the policies and provide feedback.

Recreation

Parks, Planning, and Facilities

Comprehensive Master Plan & Capital Update

Ms. Rudow updated the Board on the progress of capital projects related to the Comprehensive Master Plan. She shared the CMP schedule and explained that some projects that were delayed last

year because of the pandemic are now underway. She highlighted that the Paddlewheel Riverboats weatherproof storage project is being revisited and instead of building a storage shed like planned, the Parks team is looking for storage within existing structures in Pottawatomie Park. She reminded the Board that the batting cages originally slated for Sportsplex will now be installed at Davis Park and ESSC as previously approved. She said that she will be meeting with the Arbor Park HOA to work on a plan to get feedback from the residents regarding the playground amenity.

Mr. Carne asked what the status of the Pickleball and basketball courts is at James O. Breen Community Park. Ms. Rudow responded that the project is almost done; the courts are waiting for appropriate overnight temperature to apply the color coated surface. The Board discussed the idea of having a ribbon cutting ceremony for this project.

Correspondence

None

Director's Report

Ms. Cabel reminded the Board that the spring workshop is April 21 and that the agenda will be shared with them on Friday, although it is currently posted on the website.

She also reminded the Board that the Fox River Corridor Foundation will present the District with its Golden Turtle Award this Friday at 2:30 at Mt. St. Mary Park and invited Commissioners to attend.

Ms. Cabel asked if and how the Board would like to recognize or honor colleagues in other agencies who are leaving their positions. The Board agreed they would like to thank those who have been partners in promoting good working relationships between agencies.

Commissioner Comments

Bob Carne: Mr. Carne gave kudos to the STC Underground Supervisors for a presentation well done. He asked how the District might use the center stage at Pottawatomie Park for programming. Ms. Cabel responded that staff is working on theater programming for the summer. Another idea he shared was using the vacant Valley View Community Center as a location for a community garden that involves high school students. He likes the idea of a teen Pickleball league. He also thanked the Parks staff for very clean restrooms and park at Mt. St. Mary Park over Easter weekend...he was very impressed with the cleanliness.

Brian Charles: Mr. Charles commented that the daffodils along Rte. 31 in Mt. St. Mary Park look very nice. He wondered where the Board left the discussion around allowing segways into the parks and on trails. Ms. Cabel said she would look back in meeting notes for that information but there is more to discuss as we start to see more motorized/electric amenities on the trail system.

Jim Cooke: Mr. Cooke congratulated the four Commissioners who ran and won reelection to the Board of Commissioners.

Karrsten Goettel: Mr. Goettel said he likes the idea of partnering with the St. Charles Public Library through a portable library system and would like to see how that may be implemented.

Peggy McCarthy: Ms. McCarthy offered praise again for the Teen Center presentation.

Bob Thomson: absent

Steve Ward: Mr. Ward also offered praise for the Teen Center presentation. He made a suggestion that came from a recent run through Delnor Woods and that is for the District to rotate through the parks a lighting of the trees exhibition. This would bring people out to enjoy some of the bigger trees and parks at night.

Other Business

None

Adjournment of Meeting

There being no further business, Mr. Carne move and Ms. McCarthy seconded to adjourn the meeting. A voice vote was taken and unanimous aye votes were cast. The motion carried and Mr. Cooke adjourned the meeting at 7:50 p.m.



Secretary

Date Approved: April 27, 2021