



ST. CHARLES PARK DISTRICT BOARD MEETING

Pottawatomie Community Center

May 25, 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 May 25, 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, Bob Thomson and Steve Ward

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, Public Relations & Marketing Manager Erika Young, Golf Course Manager & PGA Golf Pro Ron Skubisz, IT Manager Jeff Essig and Administrative Assistant Jenny Santos

Guests in person: Judge Clint Hull and Family of Steven Ward

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 May 11, 2021
- Approval of Bills as of April 30, 2021

Accounts	Amounts
Corporate Fund	\$ 305,178.98
Recreation Fund	\$ 68,855.43
Audit	\$9,016.00
Liability Insurance	\$868.80
Debt Service Fund	\$475.00
Revenue Facilities	\$40,338.63
Norris Rec Center	\$ 12,895.32
Sportsplex	\$ 8,511.91
Capital	\$199,239.16
<u>TOTAL</u>	<u>\$645,379.23</u>

- Approval of Cash and Investment Report as of April 30, 2021
- Approval of Revenue Expense Reports as of April 30, 2021

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

Public Appearances

None

Administration and Finance**Administration of Oaths of Office**

Judge Clint Hull administered the Oath of Office to Steven Ward with his family by his side. Judge Hull then administered the Oath of Office to Bob Carne, Brian Charles and Karrsten Goettel. Staff took pictures of the Board members with Judge Hull.

Clint Hull and the family of Steve Ward left the meeting at 6:50 p.m.

Election of Officers

Mr. Carne moved and Ms. McCarthy seconded that the St. Charles Park District Board approve the following Commissioners as officers for the 2021-2022 year: Mr. Jim Cooke, President; Mr. Karrsten Goettel, Vice President; Mr. Bob Carne, Secretary; Mr. Bob Thomson, Treasurer; Ms. Peggy McCarthy, Asst. Secretary; Mr. Brian Charles, Assistant Treasurer; and Mr. Steven Ward, Commissioner.

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

Appointment of Committees by Board President

Mr. Cooke appointed the Commissioners and Staff to the following committees:

Fox Valley Recreation Association	Bob Thomson & Ron Skubisz
St. Charles History Museum	Bob Carne
St. Charles Park Foundation	Jim Cooke
St. Charles Arts Council	Holly Cabel
St. Charles Business Alliance	Holly Cabel
St. Charles Housing Commission	Karrsten Goettel
St. Charles River Corridor Foundation	Peggy McCarthy
Baker Community Center	Brian Charles
Intergovernmental Meetings	Jim Cooke/Karrsten Goettel
	Bob Thomson
Athletic Committee	Jim Cooke & Karrsten Goettel
Swim City Committee	Bob Thomson & Karrsten Goettel
Health Insurance	Brian Charles & Steve Ward

Recreation**Parks, Planning, and Facilities****Future Projects**

Staff presented an updated plan, timeline and projected costs for capital projects that were discussed at the April 21, 2021 Spring Board Workshop. Mr. Kies discussed the option of entering into a private/public partnership to develop the peak & soar adventure courses. He shared that there are several companies that provide the infrastructure and staffing for such courses. Ms. Rudow shared that she met with a landscape architect and a civil engineer to get feedback and guidance on the best steps forward. They believe professional services to help the District hone in on the

plan would be the first step. Legal counsel reviewed the agreement for the parcel of land in the woods at Hickory Knolls and it appears that the woods could be used for a high adventure course. Mr. Kies reiterated that the District can run its own high adventure facility or develop a relationship with a private company where the District provides the space and the company does the rest. Mr. Kies showed videos of two such companies and explained the different amenities. Mr. Carne asked if the topography of Hickory Knolls supports the building of a high adventure course and Mr. Kies responded that there are parts of it that do. Mr. Thomson asked about the timeline on the contract. Ms. McCarthy asked about pricing for use.

Ms. Cabel then spoke about prioritizing future projects. She presented a slide that outlined high, medium and low priority projects based on the Board discussion at the April 21 workshop. She explained that some of the projects have higher priority due to facility conditions, community needs and interests, or timing of rental agreements. Mr. Kies and Ms. Rudow discussed the need for updates at Otter Cove Splash Park, the Pottawatomie Maintenance Bay, Hickory Knolls and Norris Recreation Center. Ms. Cabel shared a timeline of the plan from 2021-2027, which ties to the funding plan that Ms. Camm explained next. Mr. Charles asked if the plan was feasible and Ms. Camm responded that although there are many moving variables, staff used conservative numbers in the estimate funding schedule.

Monthly Usage Report

Mr. Skubisz presented the usage report for Pottawatomie Golf Course in March and April. The golf course continues to break records for the number of golf rounds across categories. Patrons played 4,500 rounds of golf in April, which is more than double the 5-year average of 2,103 rounds for the month. Mr. Skubisz attributes this increase in usage to several factors: the weather was cooperative; the beautiful course attracts golfers; Golf Now drives players to the course; and the closing of other courses leaves fewer options for golfing.

Special Reports

Fox Valley Recreation Association

Mr. Thomson said that the FVSRA is not requiring employees to disclose vaccination status. They are implementing a voluntary red, yellow, green wristband program for their employees so they can share their comfort level with other staff, public and participants. FVSRA staff are conducting summer day camps but they are not planning any pool visits at this time. Information regarding companions have been distributed to Recreation staff.

St. Charles History Museum

Mr. Carne said the virtual 5K this weekend was not as successful as the museum had hoped, but it was its first year. He also said there is a suffrage movement exhibit currently showing.

St. Charles Park Foundation

Mr. Cooke reported the Foundation held a hybrid meeting that was cut short due to technical difficulties.

St. Charles Arts Council

Ms. Cabel reported that St. Charles Fine Arts Show is this weekend and there will be over 90 artists involved.

St. Charles Business Alliance

No report

St. Charles Housing Commission

No report.

St. Charles River Corridor Foundation

Ms. McCarthy reported that the Foundation elected its officers for 2021.

Baker Community Center

Mr. Charles reported that the members held its annual meeting May 20th. The members discussed a large landscaping project that would create a sidewalk parallel to the one along Rte 31. He said the members were surprised by the District's commitment to the renovation of the multipurpose rooms (Keg) and were happy with that. Mr. Charles added to his report later via email that he inadvertently omitted a comment made by John Collins, President of the Baker board, who commended the work of Holly Cabel and Jenny Santos in managing the Baker center and in facilitating the board meeting. The full board acknowledge their contributions and hard work in making the BCC the community resource that it is.

Correspondence

None

Director's Report

Ms. Cabel shared that there will be a staff appreciation event on June 16th at River Bend Community Park that the Board members are invited to, along with past Commissioners, retirees and Park Foundation members.

Ms. Cabel and Ms. Rudow reported that the Pickleball courts at James O. Breen Community Park will open this week! Ribbon cutting ceremony will be planned.

A ribbon cutting ceremony will take place at 5:30 on June 8th at the new Pottawatomie Inclusive Playground and Sensory Garden. Mr. Thomson said he would invite Alex from FVSRA.

Commissioner Comments

Steve Ward: Mr. Ward thanked Judge Hull for coming to administer the Oath of Office and said he is honored to be a Commissioner.

Bob Thomson: Mr. Thomson asked if pool passes will be available this summer to patrons, as other communities seem to be issuing them. Mr. Kies responded that in order to maintain capacity limits determined by IDPH, online reservations are the best way to ensure patrons have equitable

access to the pools. He stated if capacity limits are opened up then they will work with staff to see how to best accommodate.

Peggy McCarthy: Ms. McCarthy congratulated Steve Ward for his election to the Board of Commissioners. She also said the construction of the Pottawatomie Park Inclusive Playground and Sensory Garden looks good. She walked through Mt. St. Mary Park to look at the sculptures and thought they are cool.

Karrsten Goettel: No comments

Jim Cooke: No comments

Brian Charles: Mr. Charles said he received the Community Survey in the mail and suggested that the next time the survey is done with a QR code added to the paper survey to allow residents to respond easily online if they choose.

Bob Carne: Mr. Carne gave kudos to the Paddlewheel boats being on a recent cover of a local magazine along with an article. He thanked the staff for making a commitment to the July 4th Celebration. Mr. Carne addressed the IT department to say that he believes that ransomware is a significant and necessary investment to which the District should be committed. Mr. Essig responded that he is continually working to ensure the safety of the District's data.

Executive Session

Mr. Thomson moved and Mr. Carne 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)(1): the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

A roll call vote was taken. Aye: Carne, Charles, Goettel, McCarthy, Thomson, Ward and Cooke. Nay: none. The motion carried. At 7:55p.m. the Board temporarily adjourned to proceed to the Executive Session.

Erika Young left the meeting at 7:55p.m.

The Board returned to Open Session at 8:02 p.m.

Other Business

None

Adjournment of Meeting

There being no further business, Mr. Charles moved and Ms. McCarthy seconded to adjourn the meeting. A voice vote was taken and the motion carried unanimously. Mr. Cooke adjourned the meeting at 8:03 p.m.



Secretary

Date Approved: June 8, 2021

