



ST. CHARLES PARK DISTRICT BOARD MEETING

Pottawatomie Community Center

June 28, 2022 – 6:30 P.M.

MINUTES

Call to Order

The St. Charles Park District Board met for a Regular Meeting at Pottawatomie Community Center on June 28, 2022. At 6:30 p.m., President Karrsten Goettel called the meeting to order.

Roll Call

Administrative Assistant Jenny Santos called the roll.

Commissioners present: Brian Charles, Jim Cooke, Karrsten Goettel, Peggy McCarthy and Steve Ward

Commissioners absent: Bob Carne and Bob Thomson

Administrative staff present: Director of Parks & Recreation Holly Cabel, Superintendent of Parks and Planning, Deputy Director Laura Rudow, Superintendent of Recreation Mike Kies, Superintendent of Finance & Administration Cathy Camm, Information Technology Manager Jeff Essig, Pottawatomie Golf Course Manager and PGA Golf Pro Ron Skubisz and Administrative Assistant Jenny Santos

Other staff present: Patty Greene

Guests present: Bob & Pam Geiken

Consent Agenda

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

- Approval of Minutes from Regular Meeting on June 14, 2022
- Approval of Bills as of May 31, 2022

<u>Accounts</u>	<u>Amounts</u>
Corporate Fund	\$ 243,337.65
Recreation Fund	\$ 78,290.61
Audit	1,900.00
Liability Insurance	\$ 252.00
Revenue Facilities	\$ 69,560.53
Norris Rec Center	\$ 10,941.96
Sportsplex	\$ 10,024.15
Capital	\$ 178,225.08
<hr/> TOTAL	<hr/> \$ 592,531.98

- Approval of Cash and Investment Report as of May 31, 2022
- Approval of Revenue Expense Reports as of May 31, 2022

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

Public Appearances

The Board of Commissioners welcomed Mr. Bob Geiken and his wife, Pam. Mr. Cooke, on behalf of the Commissioners, spoke about the many contributions Mr. Geiken made to young athletes in the Fox Valley during his more than 30 years as a volunteer for Tri-Cities. After recounting several stories about Mr. Geiken's years of service to the community, Mr. Cooke presented a small token of the Park District's appreciation to Mr. Geiken.

Bob & Pam Geiken left the meeting at 6:45 p.m.

Ms. Rudow introduced Patty Greene, the District's new Farm Programs Supervisor, to the Board. The Commissioners welcomed her and wished her luck in her new position.

Patty Greene left the meeting at 6:48 p.m.

Administration and Finance

Recreation

Monthly Usage Report

Mr. Kies shared the May usage reports for River View Miniature Golf and Paddlewheel Riverboats. Both facilities had a great month. At RVMG, admissions were very close to May of 2021 and concessions sales were higher than the same month last year. Mr. Kies thanked Ms. Rudow for the repairs to the course that included removing, sanding and re-gluing all the bricks that line the greens. The riverboats saw more passengers in May 2022 than in May 2021. Operations are going well despite the low water levels. Private charters are being booked at a rate that is on pace to reach 100 cruises by the end of the season.

Parks, Planning, and Facilities

Amended and Restated Playground Development and Maintenance Agreement

Ms. Rudow shared the Amended and Restated Playground Development and Maintenance Agreement with CUSD 303. This agreement is renewed every three years and details the financial and physical responsibilities for playground development and maintenance for both the Park District and School District.

Mr. Cooke moved and Ms. McCarthy seconded that the St. Charles Park District Board of Commissioners approve the Amended and Restated Playground Development and Maintenance Agreement with CUSD 303 for a term of three years. A roll call vote was taken. Aye: Charles, Cooke, McCarthy, Ward and Goettel. Nay: none. The motion carried.

Tennis Court Renovations

Ms. Rudow reminded the Commissioners about the bid process for a large tennis courts renovation that took place earlier this spring. Ms. Rudow had put together a project to repair courts throughout the District, with the hope that the \$250,000 budget would attract contractors. Although 10 bid packets were picked up, no companies bid on the project. Ms. Rudow then reached out to several contractors that the District has worked with in the past to address the most needed repair at Harvest Hills tennis courts and Pottawatomie. She was able to obtain a bid from Tracy & Ed

Construction to repair Harvest Hills tennis courts for \$75,250 and Pottawatomie Park tennis courts for \$73,750.

Mr. Cooke moved and Mr. Charles seconded that the St. Charles Park District Board of Commissioners approve the contract for Tracy & Ed Construction to repair Harvest Hills tennis courts for \$75,250 and Pottawatomie Park tennis courts for \$73,750. A roll call vote was taken. Aye: Charles, Cooke, McCarthy, Ward and Goettel. Nay: none. The motion carried.

Monthly Usage Report

Mr. Skubisz shared the May usage reports for Pottawatomie Golf Course. Although the number of rounds played in March and April were much lower than in 2021, May rounds were very close to those of May 2021 and are the second-best May in over 10 years. The golf simulator continues to generate revenue and 74% of its cost has been recovered.

Special Reports

Fox Valley Recreation Association

No report

St. Charles History Museum

No report

St. Charles Park Foundation

No report

St. Charles Arts Council

Paint the Riverside is the next event the Arts Council will put on at the end of July. This event will take place at the intersection of Riverside and Walnut. Party in the Park will be held in late August.

St. Charles Business Alliance

Ms. Cabel reported that the SCBA has hired a new marketing staff member. They are working on STC Live, Jazz Weekend and the Scarecrow Fest. The park district is planning on partnering with them for Jazz Weekend.

St. Charles Housing Commission

No report

St. Charles River Corridor Foundation

Ms. Cabel reported that the River Corridor is planning its 2023 lecture series. The annual River Clean Up is September 17. Ms. McCarthy added that the group is working on getting additional donation from another sponsor of the daffodil planting event

Baker Community Center

No report

Correspondence

Ms. Cabel shared a letter she received from a frequent user of the dog park at James O. Breen Community Park. The patron had written in previously with some concerns about the holes in the

ground of the dog park and the gravel drive that runs from Campton Hills Road along the east side of Hickory Knolls that dog owners use to access the dog park. She asked if the holes could be addressed and they were. She thanked the park district crew for taking care of the issues.

Ms. Cabel also shared another letter from a grandmother who recently took her grandkids to Swanson Pool. She hadn't been there in many years and was very impressed with the whole facility and especially that the pool was safely staffed with lifeguards. She said her grandchild said Swanson Pool was "like a dream."

Director's Report

Ms. Cabel asked the Board members if they had a preference for the location of the July meetings, which are typically held at a different District facility. The discussion also included possibly canceling one of the meetings because of vacations. Ms. Cabel said she would be in touch with the Board once the date and location was settled, with the possibility of July 19th at Sportsplex being the one meeting in July.

She reminded the Commissioners to please RSVP to Jenny whether they will attend the VIP reception for the July 4th Celebration. Park District staff are ready for another great celebration in Pottawatomie Park.

Ms. Cabel noted that the Sculpture in the Park reception on Friday, June 17 was well attended and the artists seemed to have a very good time. She thanked the staff who put together the event and Ms. McCarthy for giving the speech.

Lastly, she thanked the Commissioners for hosting the Staff Appreciation picnic last Wednesday, June 22. She also thanked the staff on the appreciation committee for all their hard work organizing food, games, and treats.

Commissioner Comments

Brian Charles: No comments

Jim Cooke: No comments

Peggy McCarthy: Ms. McCarthy thanked the staff for going through with the Cultural Connections celebrating the LGBTQ community on June 15, 2022, despite the negative feedback that was received before the event. She said she heard nothing but great things about the event. She also said the Sculpture in the Park reception was done beautifully and she thinks the community really appreciates the sculptures. She also commented that the Carol Swanson Glemza memorial dedication ceremony earlier that evening was well done.

Steve Ward: Mr. Ward shared that he was in northern Minnesota recently and went to a cool park that had some playground amenities he hadn't seen before. He shared some of his pictures with Ms. Cabel and Ms. Rudow as possibilities for some inclusive amenities for future renovations.

Karrsten Goettel: No comments

Executive Session

Mr. Cooke 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 subjects, 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; and (c)(5) discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.

A roll call vote was taken. Aye: Charles, Cooke, McCarthy, Ward and Goettel. Nay: none. The motion carried. At 7:17 p.m. the Board temporarily adjourned to proceed to the Executive Session.

Cathy Camm, Laura Rudow, Mike Kies, Jeff Essig, Ron Skubisz and Jenny Santos left Executive Session at 7:24 p.m.

The Board returned to Open Session at 7:28 p.m.

Other Business

Lease Agreement with Illinois Department of Juvenile Justice

Mr. Cooke moved and Mr. Charles seconded that the St. Charles Park District Board of Commissioners approve the renewal of the agreement with the Illinois Department of Juvenile Justice for a term of five years to lease 88 acres of land. A roll call vote was taken. Aye: Charles, Cooke, McCarthy, Ward and Goettel. Nay: none. The motion carried.

Superintendent of Parks & Planning Contract Renewal

Ms. McCarthy moved and Mr. Cooke seconded that the St. Charles Park District Board of Commissioners approve the renewal of a three-year contract with Laura Rudow. A roll call vote was taken. Aye: Charles, Cooke, McCarthy, Ward and Goettel. Nay: none. The motion carried.

Adjournment of Meeting

Mr. Cooke moved and Mr. Charles seconded that the meeting be adjourned. A unanimous voice vote was cast and the motion carried.

There being no further business, President Goettel adjourned the meeting at 7:29 p.m.


Secretary

Date Approved: July 19, 2022