



ST. CHARLES PARK DISTRICT BOARD MEETING

Pottawatomie Community Center

September 13, 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 September 13, 2022. At 6:31 p.m., Vice President Bob Thomson called the meeting to order.

Roll Call

Administrative Assistant Jenny Santos called the roll.

Commissioners present: Bob Carne, Brian Charles, Jim Cooke, Peggy McCarthy, Bob Thomson and Steve Ward

Commissioners absent: Karrsten Goettel

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 and Administrative Assistant Jenny Santos

Other staff present: Pam Otto

Guests present: Matt Rodgers

Consent Agenda

Mr. Charles moved and Mr. Ward 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 August 23, 2022

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

Public Appearances

None

Administration and Finance

Green Team Report

Pam Otto presented the Green Team Committee's annual report. The presentation included a review of the activities the Green Team engaged in over the past 12 months to meet its 2022 goals and an introduction to its goals for 2023. One of the 2022 goals is to reduce the use of coal tar-based asphalt sealants for trails/pathways and phase in use of less toxic eco-friendly alternatives. Mr. Carne asked about the cost difference between the coal-based products and the eco-friendly products and Ms. Rudow responded that the difference is minimal, but the factor that determines which product is used is its durability. The eco-friendlier products are durable for trail use, but not for heavy vehicle use. The Commissioners thanked Ms. Otto for her presentation.

Pam Otto left the meeting at 6:53 p.m.

Board Policy & Administrative Regulations 6020: Fees & Charges for Recreation Programs

Ms. Cabel presented changes to Board Policy 6020: Fees & Charges for Recreation Programs. She explained that the exemptions for non-resident fees hadn't changed, but the policy more clearly states which programs are exempt from non-residents being assessed additional fees. Mr. Kies then presented the changes to the Administrative Regulations 6020 that support the administration of Board Policy 6020. The revised schedule to be used when determining additional fees for non-resident fees assesses minimal surcharges on youth care programs (like summer camps) to allow families participating in school-year care programs continue in our youth-care programs throughout the summer. He also noted that when Open Gym, Open Play and walking at PCC & Haines will be free to residents and \$5 for non-residents.

Mr. Carne moved and Ms. McCarthy seconded that the St. Charles Park District Board of Commissioners approve the updates to Board Policy & Administrative Regulations 6020. A voice vote was taken and unanimous aye votes were cast. The motion carried.

Financial Aid Program

Mr. Kies presented a draft of the newly written Administrative Regulations 6030: Waiver of Program Fees for Financial Hardship. These regulations set forth the guidelines by which the financial aid program is to be administered to support Board Policy 6030. Mr. Kies highlighted three impacts the regulations will have on residents: 1) the total amount each household can receive per year will increase from \$500 to \$750; 2) the Director has authority to consider applications where the household's income marginally exceeds the threshold allowed; and 3) households may apply for aid due to temporary financial hardships. Commissioners asked questions regarding how staff are trained to assist residents who apply for the program and how the program is marketed.

Mr. Carne moved and Mr. Ward seconded that the St. Charles Park District Board of Commissioners approve Administrative Regulations 6030: Waiver of Program Fees for Financial Hardship. A voice vote was taken and unanimous aye votes were cast. The motion carried.

Ordinance 2022-09-01 Authorizing Disposal of Personal Property

Ms. Cabel explained that Ordinance 2022-09-01 authorizes the disposal of personal property owned by the St. Charles Park District. Items being disposed of are old game tables from the St. Charles Underground Teen Center.

Mr. Cooke moved and Mr. Carne seconded that the St. Charles Park District Board of Commissioners approve Ordinance 2022-09-01. A voice vote was taken and unanimous aye votes were cast. The motion carried.

RecreationIAAPA Expo Attendance Approval

Mr. Carne moved and Ms. McCarthy seconded that the St. Charles Park District Board of Commissioners approve Ashlee Wallace, TC Hull and Cayla Greenfield to attend the International Association of Amusement Parks and Attractions (IAAPA) Expo in Orlando, FL. November 13-18, 2022. A voice vote was taken and the motion passed unanimously.

Parks, Planning, and FacilitiesRequest for Use

Ms. Rudow asked the Board to approve the request from FVSRA to use Pottawatomie Park for the purpose of hosting their annual Day in the Park event on Wednesday, July 12, 2023. She also asked the Board to consider the request from the Guardian Angel Fund for the use of Lincoln Park to host the Patrick Richard Morgan Memorial Concert, a fundraising event to benefit, on Sunday, July 30, 2023.

Mr. Cooke moved and Mr. Ward seconded that the St. Charles Park District Board of Commissioners approve the requests for use en gros. A voice vote was taken and the motion passed unanimously.

Correspondence

None

Director's Report

Ms. Cabel spoke of the success of the September 1 End-of-Summer Celebration in Pottawatomie Park and the positive feedback received from community members and staff. She reminded the Board of the Capital Workshop on October 5 from 1-4 pm at HKDC. Ms. Cabel also informed the Board that three of the admin team members will be at the NRPA conference in Phoenix next week and to contact Ms. Camm if there are any issues while they are gone.

Commissioner Comments

Mr. Carne: Mr. Carne thanked all of the Park District staff for their efforts in putting on the celebration in the park on September 1. He also reiterated his concern about the prevalence of childhood obesity in our society and challenged the staff to address this issue through programs or events.

Brian Charles: No comments

Jim Cooke: No comments

Peggy McCarthy: Ms. McCarthy shared compliments her sister heard from a co-worker about how wonderful he thinks the Park District is, from programming to the beauty of the parks.

Steve Ward: Mr. Ward also thanked the staff for the fireworks and for the fun VIP party.

Bob Thomson: No comments

Matt Rodgers left the meeting at 7:18 p.m.

Executive Session

Mr. Cooke 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 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: Carne, Charles, Cooke, McCarthy, Ward and Thomson. Nay: none. The motion carried. At 7:18 p.m., the Board temporarily adjourned to proceed to the Executive Session.

The Board returned to Open Session at 7:33 p.m.

Other Business

None

Adjournment of Meeting

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

There being no further business, Vice President Thomson adjourned the meeting at 7:34 p.m.


Secretary

Date Approved: September 27, 2022