



## **ST. CHARLES PARK DISTRICT BOARD MEETING**

**Pottawatomie Community Center**

**October 11, 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 October 11, 2022. At 6:30 p.m., President Goettel called the meeting to order.

### **Roll Call**

Administrative Assistant Jenny Santos called the roll.

**Commissioners present:** Bob Carne, Karrsten Goettel, Peggy McCarthy, Bob Thomson and Steve Ward

**Commissioners absent:** Brian Charles and Jim Cooke

**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 & PGA Pro Ron Skubisz and Administrative Assistant Jenny Santos

**Other staff present:** Assistant Superintendent Katie Miller, Aquatics Supervisor Rosie Edwards, Accounting Manager Ashley Wallace

**Guests present:** Derek Conley

### **Consent Agenda**

Mr. Carne moved and Ms. McCarthy 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 September 27, 2022

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

### **Public Appearances**

None

### **Administration and Finance**

#### **Proposed TIF District**

Derek Conley, Director of Economic Development for the City of St. Charles, presented information on the proposed Pheasant Run Tax Increment Finance (TIF) District. Mr. Conley emphasized that the TIF assistance is needed to clean up and develop the land. Ms. Cabel said that Cathy Camm is a part of the Joint Review Board that will vote on the TIF; the Board will be asked for direction on how she should vote. Commissioners and staff posed questions regarding whether taxes are still being collected on the property, the owners of the property and their intentions for development, the airport's involvement and the City Council's position on the TIF. Mr. Conley directed staff and Commissioners to the City's website to access additional information.

*Derek Conley left the meeting at 6:53 p.m.*

Tax Levy

Ms. Camm shared a presentation that detailed how park districts determine their tax levies according to state law. Based on these formulas, the increase in the tax levy from 2021 to 2022 is 2.74%. Because the tax levy amount is less than a 5% increase over the 2021 extended levy, a “Truth in Taxation” public hearing requirement does not apply. The Commissioners accepted these assumptions and will approve the tax levy at an upcoming meeting in November.

Ordinance 2022-10-01 Authorizing Disposal of Personal Property

Ms. Cabel explained that Ordinance 2022-10-01 authorizes the disposal of personal property owned by the St. Charles Park District. Items being disposed of are playground equipment from Red Gate Park, Kehoe Park, Timber Trails Park and Delnor Woods Park. Some of the equipment could possibly be given to the organization Kids Around the World that works to

Mr. Carne moved and Mr. Ward seconded that the St. Charles Park District Board of Commissioners approve Ordinance 2022-10-01. A voice vote was taken and unanimous aye votes were cast. The motion carried.

Recreation

Aquatics End-of-Year Review

Mr. Kies introduced Katie Miller and Rosie Edwards. He commended them and their staff for another successful summer at both aquatics’ facilities. Ms. Edwards began the presentation by mentioning that she was there to represent the facility she manages, Swanson Park, as well as Otter Cove Aquatic Park on behalf of her colleague, Alex Weidner, who is currently on maternity leave.

She first highlighted some of the facility and operational improvements made at both facilities, highlight shade structures, painting of pools, additional freezers for concessions and a new Stanley mascot. She shared attendance and usage figures, which surpassed the past three years, including 2019, at both facilities. She noted that pavilion and shade rentals are at all-time highs at Otter Cove. Concession items sold at each facility are also at all-time highs and noted that adding another freezer at Otter Cove was instrumental in increased sales because of the additional storage space to ensure enough product to sale between once-weekly deliveries of frozen novelty items.

In the area of aquatic programming, Sensory Cove lessons were offer at both locations for a second year with increased participation and aqua aerobics was a big hit. Participation across the programs offered at both facilities was higher than in previous years. Special events at both facilities were successful, including National Book Lovers Day, Lifeguard for a day and DJ Nights.

New this year in hiring employees for the season was hiring 15-year-old staff to work guest services and assist with lessons. This was a successful strategy to get young employees on staff who will return for several summers. Ms. Edwards shared some positive community feedback, that prompted Mr. Carne to ask what some of the negative feedback has been. Ms. Edwards said that the negative feedback revolves around the end of season closing and reduced hours at Swanson Pool. Patrons get frustrated with Swanson closing when school starts; however, staffing is an issue once employees return to high school and college. Ms. Edwards finished the presentation with

sharing some of the projects slated for 2023, including new shade structures and fabrics and pool painting at both facilities, as well as an improved sound system at OCAP.

*Katie Miller left the meeting at 7:14 p.m.*

### Parks and Planning

None

### Correspondence

Ms. Cabel shared a certificate offered by the Honorable Maura Hirschauer, Representative of the 49<sup>th</sup> Legislative District, on behalf of the Illinois House of Representatives honoring the District for its recent award from IAPD for intergovernmental cooperation.

### Director's Report

Ms. Cabel asked the Board if they would consider rescheduling the November 22 Board meeting to November 29 to avoid absences due to the Thanksgiving holiday. The Commissioners agreed to this change of date. She also asked the Board if they had any questions regarding the District's definition of residency that was brought up at a previous meeting. The Board agreed that additional discussion was not necessary at this time.

### Commissioner Comments

**Mr. Carne:** Mr. Carne gave kudos to all staff who are working hard to provide more new and interesting programs and events such as the Ghoulish Golf and Autumn Hayrides. He has received such great feedback about all this exciting programming. He also mentioned that he saw some negative feedback on social media regarding the location of the Scarecrow Weekend. Ms. Cabel replied that although the event is not run by the District, the craft fair is held in Pottawatomie Park and the feedback on social media was very positive. Mr. Carne said we should be filling the riverboats with people during Scarecrow Weekend.

**Karrsten Goettel:** No comments

**Peggy McCarthy:** Ms. McCarthy complimented the staff on the appearance of the parks during Scarecrow Weekend. She asked if scarecrows were ever considered to be put in Mt. St. Mary Park.

**Bob Thomson:** No comments

**Steve Ward:** Mr. Ward shared that he saw some very interesting playground designs on his recent trip to Belgium and that he noticed how the settings of the playgrounds, where the natural backdrops were leveraged, gave the playgrounds a very artsy feel.

### Executive Session

None

### Other Business

None

### Adjournment of Meeting

Mr. Thomson moved and Ms. McCarthy seconded that the meeting be adjourned. A unanimous voice vote was cast and the motion carried.

There being no further business, Mr. Goettel adjourned the meeting at 7:30 p.m.

  
Secretary

Date Approved: October 25, 2022