



## ST. CHARLES PARK DISTRICT BOARD MEETING

Pottawatomie Community Center

April 25, 2023 – 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 25, 2023. At 6:31 p.m., President Karrsten Goettel 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

#### **Commissioners absent:**

**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, IT Manager Jeff Essig, Pottawatomie Golf Course Manager & PGA Golf Pro Ron Skubisz and Administrative Assistant Jenny Santos

**Other staff present:** Assistant Superintendent of Recreation Rosie Edwards, Teen Center Supervisor Dan Procaccio, Tweens & Teens Supervisor Abigail Fleming, Assistant Superintendent of Recreation Melissa Caine

#### **Guests:**

#### Consent Agenda

Mr. Cooke 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 April 11, 2023
- Approval of Bills as of March 31, 2023

Account	Amount
CORPORATE FUND	\$ 275,014.80
RECREATION FUND	\$ 89,238.83
AUDIT	\$ 9,500.00
LIABILITY INSURANCE	\$ 468.00
REVENUE FACILITIES	\$ 25,914.36
NORRIS REC CENTER	\$ 11,552.69
SPORTSPLEX	\$ 14,949.70
CAPITAL	\$ 290,903.19
Total	\$ 717,541.57

- Approval of Cash and Investment Report as of March 31, 2023
- Approval of Revenue Expense Reports as of March 31, 2023

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

**Public Appearances**

None

**Administration and Finance**

**Appointment of Nominating Committee**

President Goettel nominated Commissioners Peggy McCarthy and Steve Ward to present a slate of officers at the May 9, 2023 Board Meeting.

**Recreation**

**St. Charles Underground Teen Center Annual Report**

Superintendent of Recreation Mike Kies introduced Assistant Superintendent of Recreation Rosie Edwards. Ms. Edwards thanked the Board for the opportunity for her team, Supervisors Dan Procaccio and Abby Fleming, to present a recap of the Teen Center's operations in 2022 and their plans for 2023.

Mr. Procaccio and Ms. Fleming highlighted the programs and events of 2023:

- While total members increased in 2023, the average monthly visits decreased.
- Favorite programs included study nights, trips to Six Flags and snow tubing, tie dying tee-shirts, Learn to Livestream and King of Ping.
- New programs included Bath Bomb Bonanza, Videography 101, Wredling Shuttle Bus and the Dungeon and Dragons Club.
- The STCU's partnership with the St. Charles Library provides programs like the Anime Club, Lucky Charm Hot Cocoa Bomb Making, trip to the Mitsuwa Japanese Market, and summertime Movies in the Park.
- Teen Camp moved from Pottawatomie Park to the STCU as its home base in 2022. 400 teens participated in camps and returned to the teen center during the school year. New trips in summer 2023 will include Brookfield Zoo, Starved Rock and The Forge.

Funding for the Teen Center is supplemented through a Kiwanis Club grant of \$1,750 for pizza and drinks on Study Nights and the yearly Community Garage Sale that occurs in April. Staff will submit a grant application to the Youth Commission in May to pay for the PC Building 101 program. Goals for 2023 include new programming, growing partnership with the St. Charles Public Library and outreach to D303 schools.

Ms. McCarthy complimented Ms. Fleming and Mr. Procaccio on the partnership with the Kiwanis Club. Mr. Carne suggested that staff bring in local experts for STEM programs. He also asked if tutors are brought in to help students with their homework. Ms. Fleming replied that their members usually use the tutoring resources provided at the schools so staff does not believe that offering tutoring at the Teen Center would be used by its members. Mr. Carne commented that Esports is so big that it is a collegiate level activity. Mr. Procaccio said that the STCU had a relationship with Northern Illinois to use its gaming arena on its Hoffman Estates campus, but that has since closed. He's also researched companies that host gaming leagues, but that is very expensive. Mr. Ward asked Mr. Procaccio and Ms. Fleming what they would buy if they had a blank check and their

response was 6 new PC's to upgrade their gaming offerings and for members to use for homework. The Commissioners thanked Mr. Procaccio and Ms. Fleming for their presentation.

*Rosie Edwards, Abby Fleming and Dan Procaccio left the meeting at 6:57 p.m.*

Kale Training, LLC Lease Agreement

Superintendent of Recreation Mike Kies asked the Board to consider the renewal of a one-year lease agreement with Kale Fitness, LLC beginning June 1, 2023.

Mr. Cooke moved and Mr. Ward seconded that the St. Charles Park District Board of Commissioners approve the agreement with Kale Training, LLC for \$28,260 for one year beginning June 1, 2023. A roll call vote was taken. Aye: Carne, Charles, Cooke, McCarthy, Thomson, Ward and Goettel. Nay: none. The motion carried.

Parks, Planning, and Facilities

No Business

Special Reports

Fox Valley Special Recreation

Mr. Thomson said that the FVSRA raised approximately \$19,000 at their annual BBQ and Basket Raffle event on April 21. They terminated their agreement with marketing firm A-5 and will do marketing in-house for the time being. The part-time business manager position will become a full-time position in the coming months. The Board approved the 2023-24 Budget. The FVSRA staff would like to provide consistent messaging to the public and its member agencies about the FVSRA inclusion services.

St. Charles History Museum

Mr. Carne shared upcoming fundraising events, including the May 3<sup>rd</sup> Rock-n-Ravioli at Onesti Entertainment and the December holiday event at the St. Charles Country Club. He also said that they will not be doing the typical fall programming this year, but are interested in partnering with the District on history tours aboard the Paddleboats and the District buses. The museum is currently operating without a director.

St. Charles Arts Council

Ms. Cabel shared that May 13<sup>th</sup> is Paint the Riverside.

St. Charles Business Alliance

Ms. Cabel shared that May 27-28 is the Fine Arts Show. There are 96 different vendors in this year's show. Additionally, there will be a live mural painting happening on the rear side of Duke's restaurant; Plein Air painting event sponsored by the Arts Council; and paint-a-car event.

River Corridor Foundation

Ms. McCarthy said the monthly lecture series is very well attended each month. She shared that this month's ride with Sammy's Bikes benefited the River Corridor. The daffodils are beautiful in Mt. St. Mary Park right now. Ms. Cabel added that WBK Engineers was selected to provide 2 concepts for the East Bank River Enhancement project between Illinois Street and the Indiana Street pedestrian Bridge. They held their kick-off meeting today.

Baker Community Center

Mr. Charles said the Baker Trustees meeting is May 18<sup>th</sup>, so he will have a report next time.

Director's Report

Ms. Cabel thanked Ms. McCarthy, Mr. Cooke and Mr. Thomson for attending the Employee Recognition banquet last Friday night. She also thanked the planning committee for their efforts toward hosting a nice event. She reminded the Commissioners that she, Ms. Rudow and Mr. Kies will be in Springfield next Tuesday and Wednesday for the Legislative Conference. Ms. Cabel informed the Board that she will be out of the office on Friday, April 28<sup>th</sup>. She asked the Commissioners to please let Ms. Santos know as soon as possible if they will be attending the Charlemagne Awards event on May 19<sup>th</sup>.

Commissioner Comments

**Bob Carne:** Mr. Carne thought Mr. Procaccio and Ms. Fleming did an excellent job with the STCU presentation. He also praised how well the garage sale went as his wife was a participant this year and she was very happy with how well organized it was and its marketing tools. He asked if the dragon boat races will be returning. Ms. Cabel said that the River Corridor is looking into bring it back as part of a festival, but the issue is who will pay for it. Mr. Carne said a resident spoke very highly of Supervisor of Park Safety and Community Relations Tim Timberlake; that he represents the Park District very well. Mr. Carne also asked Ms. Camm about the security of the District's investments, given the recent troubles in the banking industry. She reiterated that the District's investments are diversified and collateralized.

**Jim Cooke:** Mr. Cooke said that he attended the employee dinner last Friday and it was very nice. He also asked when the reelected commissioners get sworn in and Ms. Cabel responded on May 23.

**Karrsten Goettel:** Mr. Goettel did not have any comments.

**Peggy McCarthy:** Ms. McCarthy was very impressed with the dinner and especially how the employees all seemed like friends. She said that Mt. St. Mary looks beautiful with all of the statues.

**Bob Thomson:** Mr. Thomson agreed that the employee dinner was great. He shared that he attended the Norris Cultural Arts Center 45<sup>th</sup> Anniversary event that was held at Baker with Jim Peternik and that was a lot of fun.

**Steve Ward:** Mr. Ward congratulated the Commissioners who were recently reelected. He shared that he was sad to miss the dinner the other night. He complimented the progress of the Kehoe Park renovations and said the rocket looks great. He asked about the expected completion date and whether or not there will be a re-opening event. Ms. Rudow responded that the park should be completed in 2-3 weeks and Ms. Cabel asked the Commissioners if they would like to have a re-opening event. Commissioners agreed to have one when the park is ready.

**Brian Charles:** Mr. Charles did not have any comments.

Executive Session

Mr. Cooke moved and Ms. McCarthy 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: Section 2(c)(8) security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of

employees, students, staff, the public, or public property; and Section 2(c)(5) 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, Cooke, McCarthy, Thomson, Ward and Goettel. Nay: none. The motion carried. At 7:17p.m., the Board temporarily adjourned to proceed to the Executive Session.

*Melissa Caine left the meeting at 7:17 p.m.*

The Board returned to Open Session at 7:40 p.m.

**Other Business**

None

**Adjournment of Meeting**

Mr. Cooke moved and Mr. Thomson seconded that the meeting be adjourned. Unanimous aye votes were cast and President Goettel adjourned the meeting at 7:40 p.m.

  
Secretary

Date Approved: May 9, 2023

