



ST. CHARLES PARK DISTRICT BOARD MEETING

Pottawatomie Community Center

April 9, 2024 – 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 9, 2024. 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 Ashlee Wallace, Information Technology Manager Jeff Essig and Administrative Assistant Jenny Santos

Other staff present: Assistant Superintendent of Recreation Melissa Caine, Pottawatomie Community Center Supervisor Lara Piner, Recreation Manager Cayla Greenfield, Recreation Supervisor Lynne Yuill, Arborist Dave Svitak, Assistant Arborist Ryan Goodenough, Park Specialist Aidan Carlson and Human Resources Manager Christina Nickel

Guests present: John Cebulski & parents, Laurel Moad, John Rabchuk & Jim Enck

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 March 12, 2024
- Approval of Bills as of February 29, 2024

Account	Amount
CORPORATE FUND	\$ 264,774.48
RECREATION FUND	\$ 138,883.11
LIABILITY INSURANCE	\$ 1,779.00
DEBT SERVICE FUND	\$ 4.00
REVENUE FACILITIES	\$ 36,746.18
NORRIS REC CENTER	\$ 16,713.39
SPORTSPLEX	\$ 21,398.96
CAPITAL	\$ 235,788.23
Total	\$ 716,087.35

- Approval of Cash and Investment Report as of February 29, 2024
- Approval of Revenue Expense Reports as of February 29, 2024

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

Public Appearances

The Board of Commissioners honored John Cebulski, a Sportsplex guest associate, who heroically responded to a cardiac emergency on March 1, 2024 and saved a patron's life. The Commissioners and staff expressed gratitude for his quick and calm action to administer CPR until emergency responders arrived on the scene. The Commissioners thanked John for his actions!

Lara Piner, Lynne Yuill, John Cebulski & parents left the meeting at 6:39 p.m.

Superintendent of Parks Laura Rudow introduced two employees who were recently promoted to new positions. Ryan Goodenough has been a Park Specialist since 2022, but recently was promoted to Assistant Arborist. Aidan Carlson has worked part-time for the district since graduating from St. Charles North in 2022 and started full-time as a Park Specialist April 1st. The Commissioners congratulated and thanked Ryan and Aidan.

Melissa Caine, Christina Nickel, Cayla Greenfield, Ryan Goodenough & Aidan Carlson left the meeting at 6:42p.m.

Administration and Finance

River Corridor East Bank Enhancement Project

John Rabchuk of the River Corridor Foundation presented the final concept plan for the East Bank Enhancement Project. He explained the Foundation's process to arriving at this final concept, including looking at alternative plans and meeting with neighbors along Riverside Drive. The Foundation proposes to fund this project through private donations and grants, but needs the Park District's support to obtain the funds. The Commissioners asked questions about the impact other issues in the area might have on this project, including the development of the old Chamber of Commerce building and the potential dam removal. Mr. Rabchuk said the City of St. Charles supports the project.

Mr. Cooke moved and Mr. Carne seconded that the St. Charles Park District Board of Commissioners support the East Bank Enhancement Project and provide a letter of support to effectuate the project subject to private funding. A voice vote was taken, unanimous aye votes were cast and the motion carried. The Commissioners thanked Mr. Rabchuk, Mr. Enck & Mr. Moad for their commitment to the project.

John Rabchuk, Jim Enck & Laurel Moad left the meeting at 6:57 p.m.

Amendment to Haines Lease Agreement

Director Holly Cabel explained that the amendment to the Haines Lease Agreement outlines the Park District's use of Haines during construction, between March 1 and September 1, 2024.

Mr. Carne moved and Mr. Ward seconded that the St. Charles Park District Board of Commissioners approve the Amendment to Haines Lease Agreement. A voice vote was taken, unanimous aye votes were cast and the motion carried.

Fifth/Third Bank ePayables Agreement

Superintendent of Finance & Administration Ashlee Wallace explained that the District would like to move to Fifth/Third Bank for its procurement cards (pcard) and online reporting platform. The

pcards will replace the employees' current pcards with BMO Spend Dynamics and will also allow the District to pay additional vendors with the pcard rather than a check using Fifth/Third Bank's EPay program. The agreement is part of a pcard consortium with other Illinois Park Districts and will allow the District to maximize annual rebates based on total consortium spending.

Mr. Carne moved and Mr. Charles seconded that the St. Charles Park District Board of Commissioners approve the agreement with Fifth/Third Bank. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

License Agreement with City of St. Charles for Use of Langum Park July 4, 2024

Mr. Cooke moved and Ms. McCarthy seconded that the St. Charles Park District Board of Commissioners the License Agreement with City of St. Charles allowing for the use of Langum Park on July 4, 2024 for the purpose of launching the fireworks display. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

Recreation

IAAPA Conference Attendance Approval

Mr. Cooke moved and Mr. Ward seconded that the St. Charles Park District Board of Commissioners approve staff members Rosie Edwards, Cayla Greenfield, Tera Harvey, Andrew Little and Katie Miller to attend the International Association of Amusement Parks and Attractions (IAAPA) Expo in Orlando, FL, November 18-21, 2024. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

Parks, Planning, and Facilities

Riverside Drive Temporary Construction Easement

Mr. Charles moved and Mr. Cooke seconded that the St. Charles Park District Board of Commissioners table the discussion and action regarding the Riverside Drive Temporary Construction Easement. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

East Side Sports Complex Concessionaire Agreement

Mr. Carne moved and Mr. Cooke seconded that the St. Charles Park District Board of Commissioners approve the Concessionaire Agreement with Flores Concession Corporation for one year. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

Golf Equipment Purchase

Mr. Charles moved and Mr. Cooke seconded that the St. Charles Park District Board of Commissioners approve the purchase of a Toro Greensmaster TriFlex Hybrid 3320 mower that was specified and located through Sourcewell, contract #122680, with Reinders of Mundelein, IL, for \$50,540.33. A roll call vote was taken. Aye: Carne, Charles, Cooke, McCarthy, Ward and Thomson. Nay: none. The motion carried.

Conference Attendance Approval

Ms. McCarthy moved and Mr. Cooke seconded that the St. Charles Park District Board of Commissioners approve Laura Rudow to attend the Altruism Institute conference in Boulder, CO, September 2-5, 2024. Mr. Carne asked about the purpose of the conference, as he has not heard of the conference before. He applauded Ms. Rudow for finding a new conference to attend to support

her professional growth. Mr. Charles asked how Ms. Rudow heard about the conference and she replied that she was one of thirty people invited to attend. A roll call vote was taken. Aye: Carne, Charles, Cooke, McCarthy, Ward and Thomson. Nay: none. The motion carried.

Requests for Use

Ms. McCarthy moved and Mr. Carne seconded that the St. Charles Park District Board of Commissioners approve the following requests for use of facilities and parks *en gros*:

- The St. Charles Arts Council for the use of Mt. St. Mary Park for the purpose of displaying 100 banners, painted by local artists, on the fences of the tennis court and skate park as part of its banner project, July 20-September 21, 2024
- Illinois DeafBlind Project for the use of Mt. St. Mary Park for the purpose of hosting their Yarn Bombing event on Saturday, June 22, 2024
- Jennifer Leisner for the use of Mt. St. Mary Park for the purpose of hosting a large celebration of life event for her daughter on Sunday, June 23, 2024
- Race Time, Inc. for the use of Pottawatomie Park for the purpose of hosting their 5K event / fundraiser for the Fox River Trail Runners on Wednesday, July 17, 2024
- School or Rock Geneva for the use of Lincoln Park for the purpose of hosting their annual student summer concert event on Saturday, August 24 and Sunday, August 25, 2024

A voice vote was taken. Unanimous aye votes were cast and the motion carried.

Correspondence

None

Director's Report

Ms. Cabel thanked Commissioner Ward for attending last Saturday's induction ceremony of the Norris Woods Nature Preserve to the Old Growth Forest Network. The naturalists did a great job of giving tours to attendees and it is a huge honor to be named the only OGFN inductee in Kane County. Ms. Cabel encouraged Commissioners to attend the upcoming staff recognition event.

Commissioner Comments

Bob Carne: Mr. Carne commended District staff for keeping Norris Woods and Mt. St. Mary Park facilities clean. He thanked Ms. Rudow and Mr. Kies for their relationship building with St. Charles Boys Baseball. Mr. Carne also said that he encourages the Dam Task Force to focus on the quality of the river as it works through its fact-finding mission. He also spoke of his concern for the number of children suffering from depression and that research shows that exercise is almost twice as effective as medicine in treating depression. He would like to see the District address this issue in its programming efforts.

Jim Cooke: Mr. Cooke spoke briefly about the first meeting of the Dam Task Force.

Peggy McCarthy: Ms. McCarthy wondered when the paddlewheel boats would be launched and Ms. Rudow said that the river levels are too high right now. She also asked about when the bathrooms are opening and Ms. Rudow responded that, minus a few, the bathrooms across the parks are open. Ms. McCarthy commented on how great the parks look.

Steve Ward: Mr. Ward said it was nice to gather with the neighborhood at Fox Chase Park on Monday to view the eclipse. He also commented on the good job naturalist Ryan Solomon did leading a tour of Norris Woods during the OGFN celebration on Saturday. He asked if he could be added to the naturalist's volunteer email list.

Bob Thomson: Mr. Thomson reminded the Commissioners and staff that the FVSRA raffle is open until Friday and encouraged everyone to bid.

Executive Session

Mr. Carne moved and Ms. McCarthy seconded that the St. Charles Park District Board of Commissioners temporarily adjourn to a closed session for the purpose of considering the following subjects, per the Open Meetings Act, 5 ILCS 120/2: Section 2(c)(6): the setting of a price for sale or lease of property owned by the public body; and Section 2(c)(1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body.

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

At 7:32 p.m. the Board temporarily adjourned to proceed to the Executive Session.

Jeff Essig, Mike Kies, Ashlee Wallace and Laura Rudow left the meeting at 7:32 p.m.

Other Business

Mr. Carne moved and Ms. McCarthy seconded that the need for confidentiality of executive session minutes still exists. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

Adjournment of Meeting

Mr. Cooke moved and Mr. Ward seconded that the meeting be adjourned. A voice vote was taken and unanimous aye votes were cast. Having no further business to conduct, Vice President Thomson adjourned the meeting at 7:44 p.m.


Secretary

Date Approved: April 23, 2024