

NOTICE OF MEETING & AGENDA
SENIOR SERVICES COMMISSION
DREW WATSON, CHAIR
WEDNESDAY, AUGUST 12, 2026 – 8:00 AM
ST. CHARLES POLICE DEPARTMENT
COMMUNITY ROOM – 1ST FL
1515 W. MAIN ST., ST. CHARLES, IL

1. Call to Order
2. Roll Call
3. Approval of Minutes – July 10, 2026
4. Guests
 - a. Kerry Pierce-Demski, Code Enforcement Manager, City of St. Charles
 - b. Wendy Stanton, MSW, A.I.D. Victim Services Case Manager / Police Social Worker
 - c. Colonel Jake Wyatt, US Army Colonel (retired), Vice Commander, St. Charles VFW
5. Chair's Report
 - a. Commission Google Drive shared repository
 - b. Discussion of working groups fact finding and process to promote events and programs
6. Working Group Reports and Discussion
 - a. Communications (Zimmer & Fulkerson)
 - b. Housing (English & Robertson)
 - c. Transportation (Schreiber & Regelbrugge)
 - d. Partnerships (Meyer & Swanson)
7. New Business
 - a. Senior Expo, September 16, 10:00 AM – 12:00 PM Pottawatomie Community Center)
 - b. Senior resource guide reconstruction
 - c. St. Charles website button to request senior assistance
 - d. Local Senior Services Survey (C. Schreiber)
 - e. Bicycle rack accessibility (M. Meyer)
 - f. Correspondence offering complimentary Team Dynamics workshop
 - g. Senior Homestead Exemption List – discussion of providing ward-specific lists to aldermen
 - h. Resident suggestion from D. Goodman – electronic utility bill payment access for non-driving seniors
8. Items for Next Meeting Agenda
9. Public Comment
10. Adjourn

ADA Compliance

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the ADA Coordinator, Jennifer McMahon, at least 48 hours in advance of the scheduled meeting. The ADA Coordinator can be reached in person at 2 East Main Street, St. Charles, IL, via telephone at (630) 377 4446 or 800 526 0844 (TTY), or via e-mail at jmcmahon@stcharlesil.gov. Every effort will be made to allow for meeting participation. Notices of this meeting were posted consistent with the requirements of 5 ILCS 120/1 et seq. (Open Meetings Act).

MINUTES
SENIOR SERVICES COMMISSION
DREW WATSON, CHAIR
FRIDAY, JULY 10, 2026 – 8:00 AM
ST. CHARLES POLICE DEPARTMENT
COMMUNITY ROOM

1. Call to Order

The meeting was called to order by Drew Watson at 8:00 a.m.

2. Roll Call

Present: Drew Watson, Janet English, Jennifer Fulkerson, Mary Meyer, Carol Schreiber, Mary Lynn Swanson, Mike Zimmer

Absent: Donna Robertson, Rose Regelbrugge

Others present: Alderperson Vickie Spellman; Lisa Garhan, Communications Manager, City of St. Charles; Officer Megan Kramer, Community Development Officer, St. Charles Police Department

Ex Officio present: Lynn Yuill, Park District

3. Approval of Minutes – June 10, 2026

Motion by Swanson, seconded by Watson, to approve and place on file the minutes of the Senior Services Commission meeting held on June 10, 2026. The motion was passed by unanimous voice vote of those members present.

4. Working Group Report – Communications: Senior Safety Seminar Update

a. Seminar Date and Venue

Jennifer Fulkerson and Mike Zimmer reported on the status of the senior safety seminar being planned in response to Mayor Hull's request. The seminar focus has been confirmed as scam and fraud awareness. Six scam topic areas have been identified and presented to Police Chief Likens: (1) investment and cryptocurrency scams; (2) tech support scams; (3) government impersonation; (4) grandparent/family emergency scams; (5) romance scams; and (6) driver's license and tollway violation scams. The target date is Wednesday, November 4, 2026 – the day after Election Day. The seminar will be held in the community room at the St. Charles Police Department. Chief Likens has reviewed and accepted the November 4 date. Room reservation for the police department community room is to be formalized through Sarah (Chief's administrative assistant).

b. Speakers and Program

Officer Kramer confirmed her availability and willingness to serve as the primary presenter on scam and fraud topics. She noted a potential scheduling conflict with the "Too Good for Drugs" program in the fall, which she will resolve once her fall schedule is finalized. Officer Kramer indicated she routinely covers both fraud/scam awareness and physical safety topics and can tailor the presentation to the commission's needs. The commission discussed a 60- to 90-minute program to cover the six identified topics plus Q&A. The fire department's involvement was discussed; consensus was to keep the November seminar focused on fraud and scams, with fire department content (smoke/CO detectors, File of Life) available as take-one materials at a resource table rather than as a formal presentation segment. Mayor Hull has offered contacts at the Illinois Attorney General's office as potential additional speakers. Drew Watson confirmed the mayor wants to be directly involved in agenda development.

c. Food, Promotion, and Next Steps

Mary Lynn Swanson noted, based on Triad experience, that food is essential to attendance. Food and beverage planning will be addressed once date, venue, and program are finalized. Mike Zimmer will forward his seminar proposal email to Officer Kramer so she is aligned on topics. The commission confirmed the Triad's annual safety event is scheduled for Friday, October 16, which presents an opportunity to cross-promote the November 4 seminar. Drew Watson confirmed the commission may have a table at Senator DeWitt's expo in September to promote the November event and raise awareness of the commission. Lisa Garhan noted the city newsletter (monthly, next issue approximately August 1) can be used to publicize the seminar and partner events. Mike Zimmer and Jennifer Fulkerson will meet with Lisa Garhan and Mayor Hull prior to the next meeting to discuss communications strategy and promotion.

5. Working Group Report – Communications: Information Sharing and Calendar

Alderperson Spellman proposed creating a shared Google calendar that all commissioners could access and populate with senior services events as they are discovered. Drew Watson noted this aligns with the commission's goal of developing a central information hub, which would eventually be accessible to the public. Lisa Garhan confirmed the city newsletter and social media channels can help promote partner organization events when they are connected to commission activities. Commissioners discussed the dual-audience strategy: paper materials and print resources remain important for the current senior population, while digital formats are necessary to reach caregivers and family members. Drew Watson committed to setting up a shared Google document repository to capture working group research, goals, and emerging ideas.

6. Working Group Report – Transportation: Batavia RSVP and RTA

a. Batavia RSVP Program

Carol Schreiber reported that she contacted Mr. Link, President of the Batavia RSVP program, which operates a volunteer driver model providing rides to seniors for medical appointments, dialysis, and similar needs. Mr. Link expressed willingness to meet with Carol Schreiber and Rose Regelbrugge to share program data and operational information. The program also offers a residential lock installation service. Drew Watson noted that Batavia RSVP is structured as a private LLC, which raises the question of appropriate organizational structure for any analogous program in St. Charles, as the commission is advisory and cannot form such an entity. The city itself or a separate nonprofit would need to be the operating body. The transportation group will conduct a feasibility analysis of the Batavia model and evaluate its applicability to St. Charles.

b. RTA / Pace Paratransit

Carol Schreiber reported attempting to use the RTA on-demand dial-a-ride service in advance of a commission meeting to understand the enrollment and use process firsthand. She found that a pre-issued RTA card is required to make a reservation, and that enrollment is done entirely online, creating a significant access barrier for seniors who are not computer-proficient. Mary Lynn Swanson described a multi-step enrollment process involving identity verification, form submission, and a wait of approximately six weeks to receive a card. Lynn Yuill (Park District, departing) noted that an RTA representative previously presented at the Potawatomi Activity Center and described multiple card types, including different options for seniors versus those with physical disabilities. Carol Lynn Yuill stated she would provide RTA contact information to the commission to facilitate follow-up. Carol Schreiber suggested inviting an RTA representative to a future event – possibly at the St. Charles Public Library, which has computer resources – to help seniors enroll on the spot. The Transportation group will follow up with RTA on a possible enrollment-assistance event for 2027.

7. Working Group Report – Partnerships: Peer Research and AARP Age-Friendly Communities

a. Research Binders and Peer Community Visits

Mary Lynn Swanson presented research binders compiled from visits to peer senior commissions and from publicly available materials, organized by topic: local St. Charles services, state of Illinois resources (including Medicaid and SHIP), housing, transportation, healthcare, and AARP programs. Commissioners who visited peer commissions noted that Elmhurst (a 25-year-old commission) and Glendale Heights stood out as model programs. Elmhurst operates with full city marketing support and no separate budget; Glendale Heights has a dedicated senior center building that generates revenue through event rental. Drew Watson noted these represent

longer-term aspirational models for St. Charles. Alderperson Spellman praised the comprehensiveness of the research. Mary Lynn Swanson proposed placing select resource booklets at a dedicated shelf in the St. Charles Public Library as an interim step while the commission builds its digital information hub.

b. AARP Age-Friendly Communities Program

Mary Meyer reported on her conversation with Tracy Kologosi, Senior Services Manager at the City of Arlington Heights, regarding the AARP Age-Friendly Communities certification process. The program requires a community survey; Arlington Heights conducted surveys in 2019 (850 respondents) and 2023 (375 respondents). All surveys are submitted online through SurveyMonkey; Arlington Heights used volunteer-assisted completion at community events to accommodate non-computer-proficient seniors. The survey targets residents age 45 and older to capture future population trends. Mary Meyer received a 51-page reference document from Kologosi. There are nine Illinois cities that have applied for AARP Age-Friendly designation; several have not completed the process. Drew Watson noted the city currently scores approximately 51 out of 100 on AARP's community benchmark assessment, which communities receive without formally enrolling in the program. He described the program as a potential framework for measuring commission progress, consistent with Mayor Hull's expectation that the commission demonstrate measurable outcomes. There is no application fee; however, formal entry requires a letter of support from the mayor and completion of the community survey. Drew Watson offered to connect Mary Meyer with the AARP State of Illinois contact and suggested inviting that representative to a future commission meeting. The Partnerships group will continue researching the program and bring a recommendation to the full commission.

c. Working Group Coordination

Chair Drew Watson asked Mary Lynn Swanson and Mary Meyer to meet and align on key partner relationships, especially the fire chief, police chief, library director, and park district director, as those are the commission's primary institutional partners. He asked that Mary Meyer be brought up to speed on the relationships and research Mary Lynn Swanson has developed.

8. Working Group Report – Housing: Progressive Tour and Carroll Towers Update

a. Progressive Senior Housing Tour

Janet English reported on the progressive housing tour attended by Drew Watson, Mike Zimmer, Mary Lynn Swanson, and Janet English, which visited five senior housing facilities in the Batavia and St. Charles area. Facilities included a range of care types: memory care, physical therapy/rehabilitation (including Ignite, described as a new and highly modern facility in Batavia), and subsidized housing. The tour provided direct exposure to the variety and volume of senior housing options and care levels available in the area. Janet English also attended the Batavia Senior Expo

(38 presenters), collecting materials across topics including property taxes, living arrangements, healthcare, and in-home aging support services. Those materials were passed to Mike Zimmer for use by the Communications group.

b. Carroll Towers Update

Janet English reported a conversation with John Glenn, a 10-year member of the St. Charles Housing Commission, regarding both the Housing Commission's overall progress and the status of Carroll Towers. Glenn indicated that a developer had planned to rehabilitate Carroll Towers but could not secure financing. Progress on affordable and senior housing in St. Charles has been slow, often limited to one unit at a time. A new senior development called Prairie Center near West Main Street (St. Anthony's site) is full and has a waiting list. Alderperson Spellman previously distributed to commissioners a comprehensive inventory of senior housing options in St. Charles, which showed St. Charles has among the highest concentration of senior housing in the region. The Housing group will continue monitoring Carroll Towers and available senior housing capacity.

9. Chair's Report – Senior Tax Exemption Outreach Initiative

Drew Watson updated the commission on an initiative to identify senior homeowners in St. Charles Township who are eligible for the Senior Homestead Exemption but have not yet enrolled. Using voter roll data (containing names, addresses, and birth dates) and an Excel file provided by Kane County Assessor Mark Armstrong (containing parcel numbers, addresses, and exemption status), Watson used AI tools to cross-reference and identify eligible non-enrollees. After removing duplicates, the list contains approximately 900 individuals within St. Charles Township. The Kane County Assessor's website allows manual verification of exemption status by parcel number. Janet English has been reviewing the list and found additional duplicates to remove. The commission discussed appropriate use of the data: Lisa Garhan recommended that any outreach would be more appropriate coming from the County Assessor rather than the city. The commission will consult the city attorney regarding permissible outreach approaches. Broader public awareness through the city newsletter (e.g., around property tax due dates in September) was identified as a lower-risk alternative to direct contact. Questions were raised about eligibility for properties held in revocable trusts; this will be confirmed with the County Assessor's office. Drew Watson will send Lisa Garhan an email to initiate the legal review.

10. Grant Opportunities Discussion

Drew Watson raised the question of whether the commission should develop a process for pursuing grant funding, noting that Alderperson Spellman had identified several applicable programs including the AARP Community Challenge Grant, the HUD Community Development Block Grant, and Older Americans Act funding. The commission discussed the following: as an advisory body, the SSC cannot directly apply for or receive grants; any grant application would need to be submitted by the City of St. Charles. The

commission's role would be to identify grant opportunities aligned with a specific program goal and bring them to city staff for consideration. Lisa Garhan confirmed that grant applications at the city are typically managed by individual departments; there is a general grant writer on staff. Mary Lynn Swanson noted that grants generally require: a defined goal and budget, a specific use of funds, and, for private foundation grants, preliminary relationship-building with the funder before formal application. Commissioners agreed that grant pursuit is premature at this stage, as the commission is in only its third month of operation and has not yet established clear programmatic priorities. Near-term funding needs (promotional materials, event table displays, mailings) may be addressed through the city's general fund at the request of city administration. Drew Watson confirmed that Mayor Hull and City Administrator Heather McGuire have indicated willingness to support modest operational expenses through existing city budgets. The commission will revisit grant strategy once working group goals are more fully defined.

11. Police Department Resources – Social Worker and Cares Program

Drew Watson asked Officer Kramer to provide an overview of police department senior support resources. Officer Kramer described the city's contract with AID (Aid to Individuals with Disabilities) for an embedded social worker, Wendy Stanton, who assists with hoarding situations, dementia-related cases, family support, and similar needs. Wendy is on call and can be reached after hours. Families are often unaware of her availability. Officer Kramer also described the Cares/Elder Services Program, under which seniors voluntarily register with the department and can be checked on in an emergency. Current enrollment is fewer than 20 residents, primarily due to limited public awareness and some seniors' reluctance to have police officers conduct home visits. Drew Watson proposed promoting both AID and the Cares program at the commission's table at Senator DeWitt's expo. Mary Lynn Swanson noted that Meals on Wheels also conducts wellness calls on non-delivery days and provides pet food, a detail Officer Kramer found valuable given that the department sometimes encounters seniors who resist help due to concerns about their pets. Drew Watson asked Officer Kramer to arrange an introduction between the commission and Wendy Stanton at a future meeting.

12. Items for Next Meeting Agenda

Items identified for future agenda consideration include: introduction of AID social worker Wendy Stanton; update on Batavia RSVP program; update on November 4 seminar planning; working group written goal summaries; shared Google repository setup; further discussion of AARP Age-Friendly Communities program; and ongoing monitoring of RTA enrollment assistance opportunities.

13. Public Comment

No members of the public were present. No public comment was taken.

14. Adjourn

Motion by Watson, seconded by Swanson, to adjourn the meeting. The motion was passed by unanimous voice vote of those members present.