

MINUTES
St. Charles Park District Board Meeting
June 9, 2020

Call to Order

The St. Charles Park District Board met for a Regular Meeting at Pottawatomie Community Center via online conferencing on June 9, 2020. At 6:33 p.m. President Jim Cooke called the meeting to order.

Roll Call

Administrative Assistant Jenny Santos called the roll.

Commissioners present via online conferencing: Bob Carne, Brian Charles, Jim Cooke, Mike Hoscheit, Peggy McCarthy and Bob Thomson

Commissioners absent: Karrsten Goettel

Administrative staff present at Pottawatomie Community Center: Director of Parks & Recreation Holly Cabel, Superintendent of Recreation Mike Kies.

Administrative staff present via online conferencing: Superintendent of Parks & Planning, Deputy Director Laura Rudow, Superintendent of Finance & Administration Cathy Camm, Public Relations & Marketing Manager Erika Young and Administrative Assistant Jenny Santos

Other Staff Present via online conferencing: Jeff Essig, Ande Masoncup, Katie Miller, Rosie Edwards, Christina Janes, Alex Weidner, Rachel Vuorenmaa,

Guests Present via online conferencing: Anne Van Vooren, Anne Bayzik and Christine Leonard and two other unidentified callers

Consent Agenda

Mr. Thomson moved and Ms. McCarthy seconded that the St. Charles Park District Board of Commissioners approve the following Consent Agenda items, including the following:

- Approval of Minutes from May 26, 2020

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

Public Appearances

None

Administration and Finance

Annual Audit for Fiscal Period Ending December 31, 2019

Ms. Camm introduced Anne Van Vooren, Principal with Lauterbach & Amen, LLP. Ms. Van Vooren reviewed the highlights of the Comprehensive Annual Financial Report for Fiscal Period Ending December 31, 2019. She complimented the Park District Business Department for their flexibility to conduct the audit remotely. Mr. Carne asked for clarification regarding the post-employment benefits (OPEB) liability. Ms. Van Vooren responded that this is the first year that they need to be declared. Mr. Carne asked if she has any recommendations for the Park District and her response was that she likes to see that no debt was issued this past year and all funds, with the exception of the capital fund, increased and are in balance.

Mr. Carne moved and Mr. Charles seconded that the St. Charles Park District Board of Commissioners accept the audit as presented. A roll call vote was taken. Aye: Carne, Charles, Hoscheit, McCarthy, Thomson and Cooke. Nay: none. The motion carried.

Anne Van Vooren left the meeting at 6:45 PM.

Resolution 2020-06-01: Resolution to Allow Benefit Protection Leave

Ms. Camm asked the Board to consider passing Resolution 2020-06-01 which would allow employees who are placed on authorized unpaid leave of absence to receive benefit protection leave service credit with IMRF. Mr. Carne asked if this benefit protection is consistent with other practices and Ms. Camm confirmed that it is.

Mr. Thomson moved and Ms. McCarthy seconded that the St. Charles Park District Board of Commissioners approve Resolution 2020-06-01: Resolution to Allow Benefit Protection Leave. A roll call vote was taken. Aye: Carne, Charles, Hoscheit, McCarthy, Thomson and Cooke. Nay: none. The motion carried.

Medical Insurance Renewal Update

Anne Bayzik from Presidio presented the Board with plan updates, including costs, to renew medical insurance, dental insurance, Basic Life and AD&D insurance and vision insurance.

Ms. Bayzik shared that she is very pleased with the commitment Cigna, MetLife and VSP expressed to their customers. Each plan's benefits will remain the same. The cost of medical insurance through Cigna will increase by 7.3% to \$1,394,626. The other insurance contracts will not see any additional rate increases. Although the expected surplus for 2020 was not as great as 2019, Ms. Bayzik anticipates that the fund will see an approximately a \$15,000 surplus.

Ms. Bayzik also said that the District is moving toward the goal of self-funding its insurance benefits.

Mr. Charles moved and Mr. Carne seconded that the St. Charles Park District Board of Commissioners approve renewing medical health insurance with Cigna for \$1,394,626. A roll call vote was taken. Aye: Carne, Charles, Hoscheit, McCarthy, Thomson and Cooke. Nay: none. The motion carried.

Dental Insurance Renewal

Mr. Charles moved and Mr. Carne seconded that the St. Charles Park District Board of Commissioners approve the renewal of dental insurance with a 0% increase with MetLife for year 3 for \$68,919. A roll call vote was taken. Aye: Carne, Charles, Hoscheit, McCarthy, Thomson and Cooke. Nay: none. The motion carried.

Basic Life and AD&D and Supplemental Life and AD&D Insurance Renewal

Mr. Charles moved and Mr. Carne seconded that the St. Charles Park District Board of Commissioners approve the renewal with MetLife for Basic and AD&D and Supplemental Life and AD&D for \$20,546. A roll call vote was taken. Aye: Carne, Charles, Hoscheit, McCarthy, Thomson and Cooke. Nay: none. The motion carried.

Vision Insurance Renewal

Mr. Charles moved and Mr. Carne seconded that the St. Charles Park District Board of Commissioners approve the renewal of vision insurance with VSP for year 2 of a 4yr. rate guarantee for \$14,612.40. A roll call vote was taken. Aye: Carne, Charles, Hoscheit, McCarthy, Thomson and Cooke. Nay: none. The motion carried.

Anne Bayzik and Christine Leonard left the meeting at 7:06 PM

Land/Cash Fund Summary

Ms. Camm presented a summary of the Land/Cash Fund as of 12/31/2019. The Cash Balance as of 12/31/2019 is \$1,362,937.

Personnel Practices Manual Update

Ms. Camm presented proposed changes to *Personnel Practice 3.23: Participation in District Sponsored Programs*. These changes include free membership to Norris Recreation Center for full-time employees and immediate family. Full-time employees with no eligible dependents will receive three daily passes on an annual basis to be used within a calendar year for each of the following facilities: Paddlewheel Riverboats, River View Miniature Golf, Swanson Pool, Otter Cove Aquatic Park and Norris Recreation Center.

Mr. Carne expressed his concern of employees using facilities when facilities have limited openings due to COVID-19. Mr. Cooke didn't think this change in policy would make a difference in availability to patrons.

Ms. McCarthy moved and Mr. Charles seconded that the St. Charles Park District Board of Commissioners approve proposed changes to *Personnel Practice 3.23: Participation in District Sponsored Programs*. A roll call vote was taken. Aye: Carne, Charles, Hoscheit, McCarthy, Thomson and Cooke. Nay: none. The motion carried.

Amendment to IGA with D303 for Operations of the Norris Recreation Center

Ms. Camm thanked the Board for passing the proposed changes to Personnel Practice 3.23 and explained that the proposed amendment pertains to Section 8 of the IGA with CUSD303, which authorizes Park District employee benefits at the Norris Recreation Center. Ms. Camm stated that the Amendment to the IGA will be presented to CUSD303 in early July. Both parties will need to approve before implementation of the revised policy. Commissioner Carne asked if the amendment allowed CUSD 303 membership discounts. Ms. Camm stated that it does not, but they are eligible for the corporate discount membership rates.

Mr. Carne moved and Mr. Hoscheit seconded that the St. Charles Park District Board of Commissioners approve proposed changes to Section 8 of the Amendment to IGA with CUSD303 for Operations of the Norris Recreation Center. A voice vote was taken and the motion carried unanimously.

St. Charles Aquatics Amended Agreement

Ms. Camm reminded the Board that at the February 11, 2020 Board meeting, Board consensus was given to amend the existing agreement with St. Charles Aquatics. The proposed amendment allows for a 30/70 split of membership and program revenues similar to other District models, updating the monthly rental fee (based on two years of maintenance details) and allows for SCA to provide District programs at non-Norris Recreation Center facilities.

Mr. Hoscheit moved and Ms. McCarthy seconded that the St. Charles Park District Board of Commissioners approve the amended agreement with St. Charles Aquatics as presented. A voice vote was taken and the motion carried unanimously.

2020 St. Charles River Corridor Foundation Daffodils in the Park Proposal

Ms. Cabel shared that the St. Charles River Corridor would like to plant 20,000 daffodil bulbs in Mt. St. Mary Park this fall. The purpose of the project is to make its mission visible to the community, raise funds for future projects and to recognize essential workers and the “rebirth” of our community following the pandemic.

Mr. Cooke asked if the project is consistent with existing plans for Mt. St. Mary Park. Ms. Rudow shared that the proposed area for planting is very shaded and the District does very little maintenance of the area. Mr. Cooke is concerned that the planting of daffodils is not consistent with the District’s general practice of planting native species. Ms. Rudow clarified that this designated area is not within our planned natural planting areas. Mr. Charles added that he believes the daffodils will complement the amenities of the park and will be a beautiful visual as motorists drive by Mt. St. Mary Park.

Mr. Carne moved and Ms. McCarthy seconded that the St. Charles Park District Board of Commissioners approve the St. Charles River Corridor Foundation Daffodils in the Park Proposal. A voice vote was taken and the motion carried unanimously.

COVID-19 Impact Update

Ms. Cabel said that Mr. Kies will present proposed plans for special events and aquatics and then she will discuss Restore Illinois plan.

Mr. Kies briefly reviewed the Phase 3 guidelines of the Restore Illinois Plan which are the guidelines the Park District follows as it makes decisions about programs, facilities and events. He then shared the criteria by which staff have made recommendations as to whether or not to host special events during each phase.

Mr. Kies shared the recommendation to cancel July 4th Celebration based on the current Restore Illinois guidelines. Staff proposed to have fireworks on Friday, September 11 as part of a Patriots’ Day event. Board members discussed the pros and cons of cancelling fireworks. While most Commissioners did not want to cancel the fireworks display, their first priority is safety of patrons, staff and volunteers. Additionally, the guidelines under Phase 4 of Restore Illinois (which St. Charles will most likely be in on July 4th) only allow groups of 50, yet the event attracts thousands of people. Board consensus was to cancel the July 4th Celebration and have staff continue to look for ways to have a fireworks display at a later date in the year if guidelines allow for larger group gatherings.

Mr. Kies shared other ideas for smaller special events that can be accommodated under current Restore Illinois guidelines. Staff proposed “Drive-In Movie Nights” at James O. Breen Park on Thursdays July 2 & 9. Staff also proposed to move “Concerts in the Park” series to Pottawatomie Park Thursday, July 16th through August 20th dependent on guidelines of Phase 4. Board members agreed that these were good ideas to provide the community with safe activities.

Mr. Kies shared that IDPH finally issued guidelines on June 5 regarding aquatics operations. The guidelines state that pools can only be opened for lap swimming, diving, swimming lessons, swim team practices and therapy pool use. These guidelines allowed the District to open up the pool at Norris Recreation Center on June 8th. The pool will be available for lap swimming and swim team practices right now.

The staff proposed opening Swanson Pool as soon as possible to offer lap swimming. The large pool at Swanson would be filled and guests could register online for lap swimming for \$3 for one hour, 32 guests at a time. This plan would allow approximately 320 swimmers a day at Swanson. Phase 4 plan would include recreational swimmers in groups of 44 at a time. The Commissioners discussed the plan and whether the cost of it would benefit the majority of residents. Mr. Cooke expressed concerns about the plan's cost benefit analysis and how to equitably allow people entrance to the facility without frustrating residents. Some Commissioners expressed a desire to offer some aquatic services for part of the summer to the taxpayers, even if it meant a net loss.

Mr. Carne moved and Mr. Charles seconded that the St. Charles Board of Commissioners recommend, as presented, the opening of Swanson Pool by July 1 under the IDPH guidelines. A roll call vote was taken. Aye: Carne, Charles, Hoscheit, McCarthy and Thomson. Nay: Cooke. The motion carried.

Recreation

Norris Recreation Center Fitness Membership Discount Option

Mr. Kies proposed a 20% discount off individual resident and/or non-resident rate for a Fitness Membership at the Norris Recreation Center for Veterans, Active Military, Police and Firefighters, with proof of credentials at the point of sale.

Mr. Thomson moved and Mr. Carne seconded that the St. Charles Park District Board of Commissioners approve a Veterans, Active Military, Police and Fire 20% discount off the individual resident and/or non-resident rate on a Fitness Membership at the Norris Recreation Center. A voice vote was taken and the motion carried unanimously.

Parks, Planning, and Facilities

No business

Correspondence

Ms. Cabel shared correspondence from St. Charles Travel Baseball requesting approval to display plaques of exceptional team and/or individual accomplishments. The league developed requirements to earn such awards. The league would like to install a plaque at the East Side Sports Complex on field 6 dugout. The Board agreed that it would be best practice to put a policy in place to address this request and others that may follow from other user groups. Ms. Cabel will bring a draft policy regarding plaques/signage at an upcoming meeting.

Director's Report

Ms. Cabel shared that both Paddlewheel Riverboats were put in the water today, now that the river level has subsided.

Ms. Cabel suggested that the next Board meeting on June 23 be held in person at Pottawatomie Community Center. Ten people could be in the Board room including all Commissioners,

Director, Administrative Assistant and one other Administrator. Overflow could be in the next room with a computer available to watch/participate in the meeting. The Board agreed.

Ms. Cabel mentioned the protest that occurred on Saturday, June 6 that started in Lincoln Park and was a peaceful event. She reiterated that the Park District did not issue permits for the protest as its group size was outside of the Restore Illinois guidelines for group gatherings, but participants had the right to peacefully protest.

Commissioners' Comments

Bob Carne: Thank you to the staff for their work on plans to open Swanson. He shared a statistic that as of June 9, there have only been 250 confirmed cases of Covid-19 in St. Charles, which is less than 1% of the population. Mr. Carne suggested that the Park District and Charlestowne Cinema partner to provide outdoor movies to the community. He asked if the field/tracks at TMS are still eligible to rent and Ms. Rudow confirmed that the field is being rented this summer. Mr. Carne shared a conversation he had with Joe Salas at Hotel Baker in which Mr. Salas expressed a desire to cross market/promote the Paddlewheel Riverboats with the Park District. Ms. Young said she will follow-up with him.

Brian Charles: No comments

Mike Hoscheit: Expressed excitement to meet in person again at next Board meeting.

Margaret "Peggy" McCarthy: Ms. McCarthy commended the Board for making hard decisions tonight and she appreciates the hard work of the staff. She mentioned she was on her boat this weekend and thinks the golf course renovations look good from the river side.

Bob Thomson: Mr. Thomson asked Mr. Kies if RVMG is renting out the peddle boats and Mr. Kies said staff is working on getting them available as soon as possible as the high river levels had prevented staff from installing the docks for these boats

Karrsten Goettel: Absent

Jim Cooke: Looking forward to meeting in person at next meeting.

Executive Session

Mr. Thomson 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 subject, per the Open Meetings Act, 5 ILCS 120/2(c) exception: the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussion whether a particular parcel should be acquired.

A roll call vote was taken. Aye: Carne, Charles, Hoscheit, McCarthy, Thomson and Cooke. Nay: none. The motion carried. At 8:57 p.m., the Board temporarily adjourned to proceed to the Executive Session.

Erika Young, Ande Masoncup, Katie Miller, Rosie Edwards, Christina Janes, Alex Weidner and Rachel Vuorenmaa left the meeting at 8:57 p.m.

Other Business

At 9:12 p.m., Mr. Cooke called the meeting back to order. No other business was conducted.

Adjournment

There being no further or other business, Mr. Carne moved and Mr. Thomson seconded to adjourn the meeting. A voice vote was taken, unanimous affirmative votes were cast, and the motion carried. The meeting adjourned at 9:13 p.m.