

MINUTES
St. Charles Park District Board Meeting
June 23, 2020

Call to Order

The St. Charles Park District Board met for a Regular Meeting at Pottawatomie Community Center on June 23, 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: Bob Carne, Brian Charles, Jim Cooke, Karrsten Goettel, Mike Hoscheit, Peggy McCarthy and Bob Thomson

Commissioners absent:

Administrative staff present: Director of Parks & Recreation Holly Cabel, Superintendent of Parks & Planning, Deputy Director Laura Rudow, Superintendent of Recreation Mike Kies, Superintendent of Finance & Administration Cathy Camm, Golf Course Manager & PGA Golf Pro Ron Skubisz, Public Relations & Marketing Manager Erika Young and Administrative Assistant Jenny Santos

Other Staff Present: Jeff Essig

Consent Agenda

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

- Approval of Minutes from June 9, 2020
- Approval of Bills as of May 31, 2020

<u>Accounts</u>	<u>Amounts</u>
Corporate Fund	\$237,428.65
Recreation Fund	\$49,237.86
Audit	\$16,652.00
Liability Fund	\$81.00
Revenue Facilities	\$38,094.18
Norris Rec Center	\$7,141.31
Sportsplex	\$4,760.94
Capital	\$349,246.98
TOTAL	\$702,642.92

- Approval of Cash and Investment Report as of May 31, 2020
- Approval of Revenue and Expense Reports as of May 31, 2020

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

Public Appearances

None

Administration and FinanceDisposal Ordinance 2020-06-01

Staff asked the Board to approval the disposal of personal property including technology and a large freezer.

Mr. Carne moved and Mr. Hoscheit seconded that the St. Charles Park District Board of Commissioners approve Disposal Ordinance 2020-06-01. A voice vote was taken and the motion carried unanimously.

Proposed Amendment to Administrative Regulations 6015

Ms. Rudow presented language to be added to *Administrative Regulations 6015: Associate Organizations* that allows the hanging of individual or team recognition plaques on District property. The Board must approve each request from an Associate Organization.

Mr. Charles moved and Mr. Hoscheit seconded that the St. Charles Park District Board of Commissioners approve the amendment to *Administrative Regulations 6015: Associate Organizations*. A voice vote was taken and the motion carried unanimously.

Community Attitude and Interest Survey

Ms. Young reminded the Board that at the April 28th meeting the Commissioners voted to table the vote on the Community Attitude and Interest Survey until June. Ms. Young recommended that the Board wait to approve the survey project until 2021 due to the unusual circumstances of Covid-19. Ms. McCarthy asked if the District will sign the contract now for a later date and Ms. Young replied no. Mr. Charles suggested that the District consider spending a little more money on the survey at a later date to get additional feedback from the community than is in the current contract.

Mr. Hoscheit moved and Mr. Goettel seconded that the St. Charles Board of Commissioners recommend delay the approval of the contract with aQity for the Community Attitude and Interest Survey until 2021. A voice vote was taken and the motion carried unanimously.

Phase 4 of Restore Illinois Update

Ms. Cabel explained that the Phase 4 guidelines were just released by the Department of Commerce and Economic Opportunity (DCEO) on Monday, so staff is working hard to verify that their plans for summer programs and facilities follow the guidelines. She was pleased to report that most programs do and adjustments are being made accordingly.

Mr. Kies reviewed the plans for Norris Recreation Center. The NRC will return to close to normal hours and the fitness center and classes will open with appropriate physical distancing requirements. Locker rooms will remain closed for July, but staff will monitor for a tentative opening date. Swim lessons and lap swimming will resume. Indoor fitness classes will resume with required distancing. Ms. McCarthy asked for clarification on how the gathering size regulation of 50 people or fewer applies at NRC and Mr. Kies said that each area of the center cannot exceed 50 people and will need to keep 6 feet physical distancing. Mr. Thomson asked how the staff felt about the center opening up and Mr. Kies said they feel comfortable with the parameters & guidelines of the opening. Mr. Carne asked about when billing would resume and Mr. Kies said July 1st. Mr. Kies added he is encouraged that membership only decreased by about 4% in the last three months, which is a lot less than the industry average. Mr. Goettel

asked about how staff will communicate to members that they need to stay home if they don't feel well and Ms. Cabel said the signage is being installed that encourages self-monitoring and lists guidelines guests are expected to follow.

Mr. Kies shared that Paddlewheel Riverboats will open on July 1 and each cruise will allow 46 guests and 4 crew members. 6 feet physical distancing guidelines will still apply. Tickets can be purchased online, but if guests arrive last minute and there was a space available, tickets could be purchased in person.

Mr. Kies shared plans for Pottawatomie and Baker Community Center to re-open to the public beginning June 29. On-site programs, including modified summer camps, will begin at PCC. Birthday parties and rentals will be available within the gathering guidelines of Phase 4. The Adult Activity Center will open for drop-ins, but card games and other activities that don't allow for proper distancing will not occur. At Baker Community Center, the Teen Center and Keg will open and rentals will be allowed in the lounge and auditorium/stage areas within guidelines.

Ms. Rudow shared Hickory Knoll Discovery Center's plans. Although HKDC has been open for drop-ins during Phase 3, the center will now host nature day camps during the day and rentals on weeknights and weekends beginning June 29. Regulations will be followed such as having an isolation room for sick campers and the Twinleaf rooms will be rented together to allow for groups of 50 to gather while maintaining proper physical distances.

Ms. Rudow reviewed the Youth Sports Guidelines for Phase 4. The guidelines allow for competitive play, so tournaments are set to start this weekend at East Side Sports Center. Signs will be posted throughout the complex to remind players and spectators of the physical distancing rules.

Ms. Rudow reviewed the park amenities that will open in Phase 4, including basketball courts, skate parks and athletic fields. The District is still waiting for IDPH guidelines on drinking fountains. Water bottle refill stations are open. Additionally, we are awaiting further clarifications from Executive Order regarding playgrounds.

Mr. Hoscheit inquired about expanding pool operations at Swanson. Ms. Cabel said the small pool was initially filled only for safety reasons, but now can be used for lessons and could open for recreational swimming if forthcoming IDPH guidelines allow for it. Commissioners inquired about the Splash Park at Otter Cove and Ms. Rudow said that it falls under IDPH guidelines which were not released yet. The Splash Park will remain closed until clear guidelines are established.

Recreation

No business

Parks, Planning, and Facilities

Golf Monthly Usage Report

Pottawatomie Golf Course Manager & PGA Golf Pro, Ron Skubisz, reviewed the golf course usage report for March, April and May. The course opened March 1, but closed within 2 weeks because of the Covid-19 pandemic and remained closed through the beginning of May. However, tee times have been booked consistently and golfers seem happier every time new

regulations are released. Although the overall usage is down compared to 2019, given the restrictions (only twosomes at first, no cart rentals, etc.) Mr. Skubisz is pleased with the usage. He shared that the junior pass play is up from last year, which he attributes to the lower cost of the junior pass. Junior golfers and their parents frequently express thanks for the reduced cost passes and Mr. Skubisz praised the Board for offering the junior pass.

Board members suggested the golf course use social media to send notices when there are last minute open tee times. Mr. Skubisz said the Golf Now app does allow players to see what tee times are open in real time, but would look into how staff might use technology besides Golf Now to draw players to the golf course to fill last minute cancellations. Commissioners shared additional comments regarding creating an app to market these openings that could be universally applied to other District operations such as Mini Golf or Paddlewheel Boat.

Special Reports

Fox Valley Special Recreation Association

Mr. Thomson shared that although FVSRA is closed for programs, some clients are participating in camps in member districts. The staff are working on fall programs and are looking for facilities to use to increase capacity for physical distancing, so they asked if member districts could keep that in mind. The FVSRA Foundation is looking for a site, possibly a park in St. Charles, for their annual BBQ fundraiser either August 20 or 21st. The FVSRA finalized its budget and was able to cut it by about a one-third due to closure. The FVSRA Board decided to keep the member contributions and will adjust next year's contributions accordingly.

History Museum

No report this month.

St. Charles Park Foundation

No report this month, meeting is tomorrow night.

St. Charles Arts Council

No report this month.

St. Charles Business Alliance

Mr. Hoscheit did not have a report except to say that he has reached out to the Executive Director to introduce himself. Ms. Cabel added that the Business Alliance has been very busy assisting restaurants to re-open with outdoor dining. The SCBA is continuing efforts to hold the Scarecrow Festival. Additionally, they have released a grant to help St. Charles Businesses re-open that have been impacted by COVID19.

St. Charles Housing Commission

Mr. Goettel shared the good news that the commission used housing trust funds to remodel a single family house on Dean Street to be sold as affordable housing. The house was under contract two days after it went on the market.

St. Charles River Corridor Foundation

Ms. McCarthy said the Board approved the daffodil project in Mt. St. Mary Park. 200 volunteers are needed on October 17th to plant the bulbs and encouraged Park Board members to volunteer.

Baker Community Center

No report this month.

Correspondence

No correspondence this week.

Director's Report

Ms. Cabel shared that staff will be presenting the mid-year financial report in July.

She also stated that staff will begin the budgeting process for Fiscal Year 2021 in July.

Next month is also the time when Ms. Cabel will present the NRPA metrics that compares St. Charles Park District to similar districts in Illinois.

She reminded the Board that the minimum wage increase begins July 1, 2020. Most staff are already receiving that wage and anyone who has been hired for seasonal work started at \$10 an hour. Mr. Thomson asked how many part-time staff members were affected by the Covid-19 shutdown and Ms. Cabel said about 75% of the part-time employees have been impacted by program cancellations or facility closures.

Commissioners' Comments

Bob Carne: Mr. Carne asked what the Board's position is going to be when the Park District is asked to use a park for a protest. He believes that the Park District needs a position on these requests of usage and would like to see protesters kept away from revenue generating parks. Mr. Goettel said that the Park District cannot control where the protestors decide to go. Mr. Cooke agreed and added that even though the Park District knew of the event and spoke with the organizer, there was nothing that Park District staff could do to prevent the gathering. Mr. Charles wondered about future events and who would be responsible for clean-up costs. Ms. Cabel said that cleaning up after a protest is not any different than cleaning up after a regular day of operation. If there is damage to property that would be different and we have a process for that. Mr. Carne then gave a suggestion that perhaps the volunteer coordinator could get students and college kids who want to volunteer to help in any of the facilities. For example, someone could volunteer to be the person who posts updates/alerts to social media regarding tee time openings. He also made a suggestion to staff that they reimagine the park in Valley View near the river as a location for a boat launch. He also said he noticed that the tennis courts in the Pottawatomie Park were packed as he was coming into tonight's meeting, so he stopped and introduced himself to some of the parents before coming into the meeting. He said that the parents were so happy that the tennis courts were open for an outlet for their kids.

Brian Charles: Mr. Charles said it was nice to see everyone in person.

Karrsten Goettel: No comments

Mike Hoscheit: No comments

Margaret "Peggy" McCarthy: Ms. McCarthy shared an experience she had this weekend at Mt. St. Mary Park with a biker who had a flat tire. She said he was so impressed with how nice

the trails and restrooms are. She said that she would like the staff to think about how the District can express thanks to all the people who have supported the Park District during this very challenging time, including employees and volunteers.

Jim Cooke: Mr. Cooke asked if commissioners wanted to discuss the decision to cancel the fireworks. Commissioners agreed that there isn't a way to host such an event given the guidelines of groups of less than 50. Commissioners heard from residents that were very frustrated that the Juneteenth event was allowed to happen but fireworks were cancelled. The commissioners agreed that there is a distinction between protestors coming into a park and violating the state guidelines on size of group gatherings and an agency such as the Park District hosting an event that clearly violates the guidelines. Mr. Hoscheit stated that he just wants to make sure that everyone receives the same opportunities to enjoy the summer. Mr. Cooke suggested that the District asks legal counsel to draft an opinion on the matter that can help guide the District in the future. Mr. Charles would like counsel to look closely how the District's response to requests may change if the protest contains hate language. Mr. Cooke agreed that it is not the Board's role to arbitrate what groups are good or bad. Mr. Hoscheit asked that Ms. Cabel speak with the mayor of St. Charles about how the District and the City can improve communication when 1st amendment gatherings/protests exist within the community.

Executive Session

Mr. Thomson moved and Mr. Goettel 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, Goettel, Hoscheit, McCarthy, Thomson and Cooke. Nay: none. The motion carried. At 7:35 p.m., the Board temporarily adjourned to proceed to the Executive Session.

Ms. Young, Ms. Camm, Mr. Kies and Mr. Skubisz left the meeting at 7:35 p.m.

Other Business

At 7:47 p.m., Mr. Cooke called the meeting back to order. No other business was conducted.

Adjournment

There being no further or other business, Mr. Charles moved and Mr. Carne seconded to adjourn the meeting. A voice vote was taken, unanimous affirmative votes were cast, and the motion carried. The meeting adjourned at 7:47 p.m.