



ST. CHARLES PARK DISTRICT BOARD MEETING

Pottawatomie Community Center

January 14, 2025 – 6:30 P.M.

MINUTES

Call to Order

The St. Charles Park District Board met for a Regular Meeting at Pottawatomie Community Center on January 14, 2025. At 6:33 p.m., Vice President Peggy McCarthy called the meeting to order.

Roll Call

Administrative Assistant Jenny Santos called the roll.

Commissioners present: Bob Carne, Dr. Brian Charles, Jim Cooke, Karrsten Goettel, Peggy McCarthy and Steve Ward

Commissioners absent: Bob Thomson

Administrative staff present: Director of Parks & Recreation Holly Cabel, Superintendent of Parks & Planning and Deputy Director, Laura Rudow, Superintendent of Recreation Mike Kies, Superintendent of Finance & Administration Ashlee Wallace, Information Technology Manager Jeff Essig, Golf Course Manager & PGA Golf Pro Ron Skubisz and Administrative Assistant Jenny Santos

Other staff present:

Guests Present: Members of the St. Charles North High School Girls Varsity Swim Team and parents, Coach Rob Rooney, Clint Hull

Consent Agenda

Mr. Charles moved and Mr. Cooke 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 December 10, 2024
- Approval of Bills as of November 30, 2024

Account	Amount
CORPORATE FUND	\$ 376,319.77
RECREATION FUND	\$ 72,091.72
LIABILITY INSURANCE	\$ 3,920.13
SPECIAL RECREATION	\$ 6,121.05
DEBT SERVICE FUND	\$ 2,198,114.63
REVENUE FACILITIES	\$ 21,048.38
NORRIS REC CENTER	\$ 34,086.02
SPORTSPLEX	\$ 17,249.00
CAPITAL	\$ 490,279.42
Total	\$ 3,219,230.12

- Approval of Cash and Investment Report as of November 30, 2024
- Approval of Revenue Expense Reports as of November 30, 2024

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

Public Appearances

The Board of Commissioners honored the members of the St. Charles North High School Girls Varsity Swim & Dive Team for their accomplishments, both as a team and individuals, at the 2024 IHSA State Championship meet.

The swimmers, coach and parents left the meeting at 6:47 p.m.

Resident Clint Hull asked the Commissioners for their support of the St. Charles Park Foundation's upcoming Pickleball Fundraiser on Saturday, February 22, 2025 at Norris Recreation Center. He encouraged Commissioners to participate as part of a team of 4. All funds raised will go to the Foundation's Financial Aid program.

Clint Hull left the meeting at 6:53 p.m.

Administration and Finance

2025 General Obligation Limited Tax Park Bonds Presentation.

Superintendent of Finance & Administration Ashlee Wallace presented the 2025 General Obligation Rollover Bonds process and preliminary financing model. A BINA Public Hearing was conducted on 1/9/24 for \$4,600,000 which included the total bond issuance for two one-year rollover bonds in 2024 and 2025, therefore, a BINA Public Hearing is not required in 2025.

2025 Rates & Fees Schedule

Ms. Wallace explained that effective January 1, 2025, leased and rented tangible personal property in the ordinary course of business will be subject to sales tax. This was approved by Illinois Department of Revenue in December and therefore was not taken into consideration during the 2025 budget process. Ms. Wallace presented minor revisions to the FY2025 Rates & Fees schedule for golf cart rentals, kayak/peddle boat rentals and mini golf rentals.

Mr. Carne moved and Mr. Goettel seconded that the St. Charles Park District Board of Commissioners approve the updated 2025 Rates & Fees Schedule as presented. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

Renewal of Membership in the Illinois Association of Park Districts

Mr. Carne moved and Mr. Goettel seconded that the St. Charles Park District Board of Commissioners approve the District's membership renewal in the Illinois Association of Park Districts for \$7,539.29. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

Consultants and Professional Services

Director Holly Cabel shared the list of consultants and professional services that the District uses as needed. She added that the list had not changed significantly from 2024. The Commissioners did not have any questions.

Recreation

No business.

Parks, Planning, and Facilities

Easement Consideration for Path at The Springs

Superintendent of Parks and Planning Laura Rudow shared an exhibit that illustrates the easement Continental 629 Fund, LLC is provided, pending Board approval, for the purpose of providing pedestrian access from Smith Road to an existing path at Foxfield Drive. Granting this easement to the District is part of the Springs parkland donation. The terms, in general, of the easement agreement are that Continental will own the property and maintain it, while the District will allow pedestrian, bike and ebike access only to the pathway.

Mr. Cooke moved and Mr. Carne seconded that the St. Charles Park District Board of Commissioners approve the easement agreement with Continental 629. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

Capital Equipment Purchase

Ms. Rudow said that the 2025 Capital Plan includes the purchase of an aerator for the golf course, which was originally budgeted in 2024, but never purchased. A ProCore 678s was specified and located through the OMNIA Joint Purchase program, contract #2017025, for a total cost of \$39,181.45 to Reinders Inc., Mundelein, IL.

Mr. Cooke moved and Mr. Ward seconded that the St. Charles Park District Board of Commissioners approve the purchase of the ProCore 678s from Reinders Inc for \$39,181.45. A roll call vote was taken. Aye: Carne, Charles, Cooke, Goettel, Ward and McCarthy. Nay: none. The motion carried.

Conference Attendance Request for Naturalists

Mr. Carne moved and Mr. Cooke seconded that the St. Charles Park District Board of Commissioners approve the attendance of Ryan Solomon and Jill Voegtle to the Illinois Association of Conservation Districts Conference, February 20-21, 2025 at Starved Rock. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

Requests for Use

Mr. Cooke moved and Mr. Ward seconded that the St. Charles Park District Board of Commissioners approve the following requests for use:

- Project Mobility for the use of James O. Breen Community Park for the purpose of hosting their annual fundraiser bike ride event, Everybody Rides, on Sunday May 4, 2025
- Race Time Inc. for the use of Hickory Knolls Natural Area Trails for the purpose of hosting their annual Hickory Knolls Trail Run event on Sunday, June 8, 2025
- American Diabetes Association & Event 360 for the use of Pottawatomie Park for the purpose of hosting their annual fundraiser cycle event on Saturday, August 9, 2025
- Project Mobility for the use of Mt. St. Mary Park for the purpose of hosting their annual fundraiser Hops for Hope 5K / Brewfest event on Saturday, October 18, 2025
- St. Charles Arts Council for the use of Mt. St. Mary Park for the purpose of hosting their annual art demonstration event, Plein Air, on Tuesday, August 19, 2025

- Alzheimer's Association, IL Chapter for the use of Pottawatomie Park for the purpose of hosting their annual fundraiser, Walk to End Alzheimer's, walk event on Saturday, September 27, 2025
- St. Charles Canoe Club for the use of Pottawatomie Park for the purpose of hosting the Current Buster Canoe & Kayak Race on Saturday, May 3, 2025
- St. Charles Canoe Club for the use of Ferson Creek Park for the purpose of hosting Fox River Fall Classic Canoe & Kayak Race on Sunday, September 28, 2025

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

Director's Report

Ms. Cabel shared the Forest Preserve of Kane County's Newsletter. She shared that the River Corridor's first lecture in its *A River Flows Through It* series is Wednesday, January 15 at Baker Community Center. The Chamber of Commerce has a new director, Becky Greenlee, who will be conducting Zoom meet & greets. Ms. Cabel also shared an update regarding a meeting she and Ms. Rudow attended at the St. Charles History Museum, in response to the letter the District received from them about Norris Woods. She also reminded the Commissioners that their harassment training should be completed by the end of January.

Commissioner Comments

Bob Carne: Mr. Carne suggested that a program on regenerative farming be offered at the new education center at the farm, as he believes the community will have renewed interest in this topic given the incoming administration's Make America Healthy Again initiative. He extended his thanks to the staff for putting up the ice rinks and commented that Lincoln Park looks very pretty. Mr. Carne asked Mr. Kies to implement special events and programs for evenings for the 21+ young adults that do not include alcohol.

Brian Charles: Dr. Charles said he was happy to hear the update regarding Norris Woods.

Jim Cooke: Mr. Cooke wished everyone a Happy New Year.

Peggy McCarthy: Ms. McCarthy said it has been fun to see all the scarves and hats on the sculptures in Mt. St. Mary Park. Ms. Cabel added that those are placed on sculptures by the public.

Steve Ward: Mr. Ward shared that he's been given a "solid thumbs up" from neighbors in Fox Chase Park who are enjoying the new spinning net amenity there.

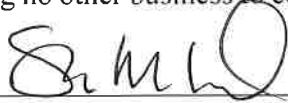
Executive Session

Mr. Cooke moved and Mr. Carne seconded that the meeting temporarily adjourn into a closed session for the purpose of considering the following subjects, per the Open Meetings Act, 5 ILCS 120: Section 2(c)(6) 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; Section 2(c)(1) discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity: (c)(11): litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. A roll call vote was taken. Aye: Carne, Charles, Cooke, Goettel, Ward and McCarthy.

Nay: none. The motion carried. At 7:18 p.m., the Board temporarily adjourned to proceed to the Executive Session.

Adjournment of Meeting

Having no other business to conduct, Vice President McCarthy adjourned the meeting at 8:08 pm.



Secretary

Date Approved: January 28, 2025

