



ST. CHARLES PARK DISTRICT BOARD MEETING

Pottawatomie Community Center

January 28, 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 28, 2025. At 6:30 p.m., Vice President Peggy McCarthy called the meeting to order.

Roll Call

Administrative Assistant Jenny Santos called the roll.

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

Commissioners absent: Bob Carne and 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, Public Relations & Marketing Manager Erika Young and Administrative Assistant Jenny Santos

Other staff present: Sponsorship & Partnership Supervisor Carina Graham, Golf Course Superintendent Denise Gillett-Parchert, Assistant Golf Course Manager Bill Ogiego

Guests Present: Random Acts Matter Members Michelle Buck & Susan Jones

Consent Agenda

Mr. Cooke moved and Mr. Ward 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 January 14, 2025
- Approval of Bills as of December 31, 2024

Account	Amount
CORPORATE FUND	\$ 308,342.99
RECREATION FUND	\$ 65,967.18
LIABILITY INSURANCE	\$ 171,297.87
DEBT SERVICE FUND	\$ 2,104,691.05
REVENUE FACILITIES	\$ 26,703.25
NORRIS REC CENTER	\$ 19,295.17
SPORTSPLEX	\$ 10,060.98
CAPITAL	\$ 524,279.72
Total	\$ 3,230,638.21

- Approval of Cash and Investment Report as of December 31, 2024
- Approval of Revenue Expense Reports as of December 31, 2024

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

Public Appearances

Members of Random Acts Matter presented the Commissioners with the winning traveling trophy for the Park District's winning entry in RAM's first ever Gingerbread House contest in December.

Michelle Buck & Susan Jones left the meeting at 6:35 p.m.

Administration and Finance

Sponsorship & Partnership Annual Report

Sponsorship & Partnership Supervisor Carina Graham presented an overview of the revenue generated in 2024 through partnerships with local businesses and organizations. She also spoke of the many sponsorships developed in 2024, including a pickleball banner sponsorship and Sculpture in the Park Sponsorship. She spoke about the first Pickle Paradise event last summer that was a big success. Ms. Graham also said that one example of how sponsorship money is used is the purchase of a water feature at the dog park in James O. Breen Community Park. Dr. Charles inquired about discounts and custom offers for sponsorships and Ms. Graham replied that she might negotiate with a sponsor when needed. Ms. McCarthy asked why in-kind donations have dropped since 2023 and Ms. Graham explained that companies will pull back their donations when they need to.

Sculpture Donation

Public Relations & Marketing Manager Erika Young asked the Board to consider approving the donation of Ray Kobald's sculpture "This is My Friend" by the Kobald family. The family wants to donate the sculpture in appreciation of all the people who keep the parks beautiful. Ms. Young showed a map of Mt. St. Mary Park delineating the locations the sculpture could be installed. Director Cabel added that the artist would like it near the playground.

Mr. Cooke moved and Dr. Charles seconded that the St. Charles Park District Board of Commissioners approve the donation of "This is My Friend" to be placed near the playground. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

Carina Graham left the meeting at 6:48 p.m.

Pottawatomie Golf Course Annual Report

PGC Manager & PGA Golf Pro Ron Skubisz presented an overview of the golf course's 2024 season. The three major factors that contributed to making 2024 a great year for the PGC were the great weather all season, course conditions were excellent and many players continue to work from home as a result of COVID, leaving more time for a nine-hole round of golf. Revenues were over budget and expenses under budget. 36,765 rounds of golf played were second highest in 10 years. 11,649 cart rentals were highest in 10 years and revenue generated represents 18% of total revenue. 1528 punch cards sold were highest in past 10 years and represents 20% of total revenue. Mr. Skubisz said he will continue to focus in 2025 on course condition, junior golfers and providing access to the course for new players.

Assistant Golf Course Manager Bill Ogiego spoke about leagues and other offerings at the course. The Men's League had 49 golfers that accounted for 677 rounds in 2024. The Women's League

has 120 women, with an average of 95 players every Tuesday. There are four other smaller women's leagues that have between 16 and 30 players. Women's leagues account for 1,500 rounds of golf played in 2024. High school teams play between August and October and accounted for 1,073 rounds played between tryouts, matches, outings and invitationals. The Senior (50+) tournament is the only one of its kind offered in the area and had 43 participants between the ages of 50 and 83! In 2023, there were 12 outings and in 2024 there were 23.

Golf Course Superintendent Denise Gillett-Parchert reviewed the projects that were completed in 2024, including repairing shoreline #7, installing flower beds in several spots on the course and near the pro shop, removing trees and over-seeding areas of the course and clearing an area near tee #1 for the 2026 wall project. She shared a picture of the PGC crew who work together to maintain the course.

Recreation

No business.

Parks, Planning, and Facilities

Comprehensive Master Plan & Capital Update

Superintendent of Parks and Planning Laura Rudow reviewed the projects that were either completed or underway in the fourth quarter of 2024:

- completed netting around the baseball fields at ESSC
- began renovations at Fox Chase Park
- began hauling from Fox Chase Park to Prairieview Pointe Park for disc golf course (end of spring completion);
- Langum Park playground was completed, just waiting on game table and turf surfacing to be installed this spring; began Otter Cove Splash Park renovation, to be completed by opening day May 24
- bid was awarded for the Historic Pottawatomie Park Pavilion (Mother's Day opening planned)
- Pottawatomie Park River Pavilion is complete, turf restoration will occur this spring
- Primrose Farm Agricultural Education Center was completed in October and grant audit was submitted this week for \$750,000 reimbursement from IDNR
- Construction continued at Primrose Farm Park with completion set for spring

Ms. Rudow then reviewed the projects that are underway in the first quarter of 2025:

- Two separate bids are out for the ESSC Restroom & Concession—one for the water main and one for the building—that will be presented to the Board for consideration at the February 11 meeting
- Wild Rose Elementary Playground bid, co-op with school district, will open January 29 and be presented to the Board for consideration at the February 11 meeting
- Professional services for River View Miniature Golf
- Designs for PCC restroom renovation project
- Langum Park tennis court resurfacing

Mr. Ward asked when the ESSC restroom & concession building is to be completed and Ms. Rudow said substantial completion by June 1. She also mentioned that there is a well project that did not get on the 2025 Capital Plan that needs to happen this year. Ms. Rudow said she will monitor the capital budget's bottom line and will forgo the budgeted purchase of a mower if needed to pay for the well project. She will keep the Commissioners apprised through the weekly updates and her quarterly capital updates.

Change Order #1 for Fox Chase Park

Ms. Rudow asked the Board to consider a change order to the contract with Hacienda Landscape in the amount of \$16,732. She explained the order pays for added excavation and hauling to satisfy the City of St. Charles stormwater permit requirement.

Mr. Cooke moved and Mr. Goettel seconded that the St. Charles Park District Board of Commissioners approve the change order to the contract with Hacienda Landscape in the amount of \$16,732. A roll call vote was taken. Aye: Charles, Cooke, Goettel, Ward and McCarthy. Nay: none. The motion carried.

Requests for Use

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

- Illinois Fiero Enthusiasts for the use of Swanson Pool lower lot for the purpose of hosting their annual Fierorama event on Sunday, September 7, 2025.
- ShebBix Inc. for the use of Mt. St. Mary Park for the purpose of hosting the annual Fox Valley Marathon on Sunday, September 21, 2025

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

Special Reports

Fox Valley Recreation Association

Ron Skubisz said there was not a meeting in January.

St. Charles History Museum

Ms. Cabel said she has confirmed with the museum that there is to be a District liaison to the museum board.

St. Charles Park Foundation

The Foundation is working on promoting its upcoming pickleball fundraiser on February 22 and has filmed a promotion to be shared on social media.

St. Charles Arts Council

Ms. Cabel shared that there is a Trivia Night fundraiser on February 3. The Arts Council has a new office space located at 121 N. 2nd Street by Breadsmith. They will celebrate with a grand opening on February 23 noon-3 pm.

St. Charles Business Alliance

Ms. Cabel shared that Restaurant Week is February 3rd – 7th and 40 restaurants are participating. The St. Patrick's Day parade is March 15th at 2 p.m.

St. Charles Housing Commission

Karrsten Goettel shared that there was a general discussion about how to use funds to build affordable housing in partnership with Habitat for Humanity.

St. Charles River Corridor Foundation

Peggy McCarthy shared that the first lecture with Gary Swick in January was attended by 180 people. The next lecture is February 19.

Baker Community Center

Jim Cooke said there is nothing to report.

Fox River Dam Joint Task Force

Mr. Cooke said the next meeting is first week in February.

Director's Report

Ms. Cabel shared the sad news of the passing of Barbara Anderson, previous longtime owner of the paddlewheel riverboats. She reminded the Commissioners to complete the required harassment training. She invited Commissioners to attend the Legislative Breakfast on March 7th at Prisco Center. Ms. Cabel shared that Taylor Krawczyk won the Young Professional of the Year Award at last week's IPRA conference and Mike Kies was given the IPRF Chairman Award. Ms. Cabel asked Ms. Rudow to share with the Commissioners a meeting she had with St. Charles Aquatics who are very interested in relaunching the "Swim City" plans. The group is looking at the old Charlestown mall for space to build an aquatic facility that would include a competition pool and a community-use pool.

Commissioner Comments

Brian Charles: Dr. Charles asked how many ice-skating days occurred before the weather warmed up and the answer was 9 (three times more than 2024).

Jim Cooke: Mr. Cooke asked Mr. Skubisz to provide current golf course usage rates to those when the course was a "cash cow" back in the 1980's and 90's. Mr. Skubisz said that the current usage is getting close to the usage back then.

Karrsten Goettel: No comments

Peggy McCarthy: Ms. McCarthy shared that she really enjoyed the IPRA conference last weekend and learned a lot.

Steve Ward: Mr. Ward thanked the staff for the repairs made to PCC during the last cold spell.

Executive Session

Mr. Cooke moved and Mr. Goettel 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. A roll call vote was taken. Aye: Charles,

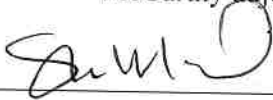
Cooke, Goettel, Ward and McCarthy. Nay: none. The motion carried. At 7:45 p.m., the Board temporarily adjourned to proceed to the Executive Session.

Bill Ogiago, Denise Gillett-Parchert and Erika Young left the meeting at 7:45 p.m.

Adjournment of Meeting

Mr. Ward moved and Dr. Charles seconded that the meeting being adjourned. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

Vice President McCarthy adjourned the meeting at 7:54 p.m.



Secretary

Date Approved: February 11, 2025