



## **ST. CHARLES PARK DISTRICT BOARD MEETING**

### **SPORTSPLEX**

1400 Foundry St., St. Charles, IL

July 22, 2025 – 6:30 P.M.

### **AGENDA**

#### **I. Call to Order**

#### **II. Roll Call**

#### **III. Consent Agenda\***

- A. Approval of Minutes from Meeting on June 24, 2025
- B. Approval of Bills as of June 30, 2025
- C. Approval of Cash and Investment Report as of June 30, 2025
- D. Approval of Revenue Expense Reports as of June 30, 2025

#### **IV. Public Appearances**

#### **V. Business Items**

##### **1. Administration and Finance**

##### **a. FY 2025 Mid-Year Financial Report**

Staff will present the 2025 Mid-Year Financial Report.

##### **b. Sponsorship & Partnership Mid-Year Report**

Staff will present an overview of partnership revenue received as well as sponsorships developed through June 30, 2025.

##### **2. Recreation**

##### **c. Monthly Usage Report**

Superintendent of Recreation Mike Kies will review June usage reports for River View Miniature Golf, Paddlewheel Riverboats, Swanson Pool and Otter Cove Aquatic Park.

##### **3. Parks, Planning, and Facilities**

##### **d. Capital Update**

Staff will review the progress of projects included in the 2025 Capital Plan.

##### **e. Legacy Drive Easement Agreement**

The Board is asked to consider a permanent easement agreement with Signature Production Group that allows the company to install and maintain utilities on the western boundary of East Side Sports Complex for a fee of \$10,000. Board action is requested.

\* Routine items for one motion, unless separate discussion is requested.

f. Capital Purchase of Playground Equipment

Per the 2025 Capital Plan to install a nature playground outside at Hickory Knolls Discover Center, equipment was specified and located through the OMNIA Partners contract #2017001135 for \$145,640.47 to Kompan. Board action is requested.

g. Change Order #1 for Pottawatomie Historic Pavilion Addition

The Board is asked to consider a change order to the contract with Manusos General Contracting for the credit of \$18,712.78 for reducing the rain chains and copper gutters from four to two. Board action is requested

h. Change Order #3 for Primrose Farm Park

The Board is asked to consider a change order to the contract with Hacienda Landscaping in the amount of \$45,000 to account for the additional undercutting and materials for proposed parking lot construction. Board action is requested.

i. Monthly Usage Report

Pottawatomie Golf Course Manager & PGA Golf Pro Ron Skubisz will review the June usage report for the golf course.

j. Requests for Use

Board action is requested for the following requests for use:

1) The Lighthouse Worship Service Picnic

The Lighthouse Training Center & Church, through Manuel Martinez, Event Coordinator, has formally requested the use of River Bend Community Park for the purpose of hosting their annual service & picnic event on Sunday, August 17, 2025.

**VI. Special Reports**

1. Fox Valley Recreation Association – Bob Thomson and Ron Skubisz
2. St. Charles History Museum – Peggy McCarthy
3. St. Charles Park Foundation – Steve Ward
4. St. Charles Arts Council – Holly Cabel
5. St. Charles Business Alliance –Holly Cabel
6. St. Charles Housing Commission – Karrsten Goettel
7. St. Charles River Corridor Foundation – Peggy McCarthy
8. Baker Community Center – Jim Cooke

**VII. Correspondence****VIII. Director's Report**

**IX. Commissioner Comments**

Bob Carne  
Jim Cooke  
Karrsten Goettel  
Peggy McCarthy  
Craig Newman  
Bob Thomson  
Steve Ward

**X. Executive Session**

Closed meeting for the purpose of considering the following subjects, per the Open Meetings Act, 5 ILCS 120/2: Section 2(c)(5) 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; and Section 2(c)(1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

**XI. Adjournment of Meeting**