



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