



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

**Primrose Farm Education Center**

**June 24, 2025 – 6:30 P.M.**

### **MINUTES**

#### **Call to Order**

The St. Charles Park District Board met for a Regular Meeting at Primrose Farm Education Center on June 24, 2025. At 6:30 p.m., President Bob Thomson called the meeting to order.

#### **Roll Call**

Administrative Assistant Jenny Santos called the roll.

**Commissioners present:** Bob Carne, Jim Cooke, Peggy McCarthy, Bob Thomson and Steve Ward

**Commissioners absent:** Karrsten Goettel and Craig Newman

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

**Guests present:**

#### **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 June 10, 2025
- Approval of Bills as of May 31, 2025

<b>Account</b>	<b>Amount</b>
CORPORATE FUND	\$ 372,843.19
RECREATION FUND	\$ 101,828.62
LIABILITY INSURANCE	\$ 735.00
SPECIAL RECREATION	\$ 238,196.85
REVENUE FACILITIES	\$ 92,289.49
NORRIS REC CENTER	\$ 267,344.68
SPORTSPLEX	\$ 11,594.76
CAPITAL	\$ 1,115,676.92
Total	\$ 2,200,509.51

- Approval of Cash and Investment Report as of May 31, 2025
- Approval of Revenue Expense Reports as of May 31, 2025

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

**Administration and Finance****Board Policy 1025: Mission Statement and Goals**

Director Holly Cabel explained the revisions to Board Policy 1025 reflect the new District goals that were developed during the strategic planning process.

Mr. Cooke moved and Ms. McCarthy seconded that the St. Charles Park District Board of Commissioners approve the updates to Board Policy 1025: Mission Statement and Goals. A voice vote was taken, and unanimous aye votes were cast. The motion carried.

**Park Foundation Water Wall Sculpture**

Ms. Cabel shared a picture of the water wall sculpture that the St. Charles Park Foundation would like to donate to the District for placement in Mt. St. Mary Park. The dimensions are 6 feet high by 5 feet wide, made of stainless steel with a copper patina. The proposed location is on the north side of the park, between the playground and gazebo. Mr. Thomson asked if there will be any maintenance involved, to which Ms. Cabel responded that there will be because of the water pump. Mr. Cooke asked about the cost, to which Ms. Cabel replied approximately \$15,000. Mr. Ward expressed concern about cluttering Mt. St. Mary Park with too many sculptures and if the sculpture is really needed. Ms. McCarthy said she likes it and Mr. Cooke said he doesn't know if it fits in the park.

Mr. Carne moved and Ms. McCarthy seconded that the St. Charles Park District Board of Commissioners accept the donation of the water wall sculpture from the St. Charles Park Foundation. A voice vote was taken, and unanimous aye votes were cast. The motion carried.

**Recreation****Second Amendment to Agreement with Fox Valley Special Recreation Association (FVSRA)**

Superintendent of Recreation Mike Kies said the agreement with FVSRA was amended to include the stipulations for FVSRA to store its Foundation supplies at Sportsplex for a fee of \$100 per month.

Mr. Carne moved and Mr. Cooke seconded that the St. Charles Park District Board of Commissioners approve the Second Amendment to Agreement with Fox Valley Special Recreation Association. A voice vote was taken, and unanimous aye votes were cast. The motion carried.

**NAEYC Conference Attendance Approval**

Mr. Cooke moved and Mr. Carne seconded that the St. Charles Park District Board of Commissioners approve approval for Kara Guizzetti-Reif to attend the National Association for the Education of Young Children Annual Conference in Orlando, FL, November 19-22, 2025. A voice vote was taken, and unanimous aye votes were cast. The motion carried.

**Monthly Usage Report**

Mr. Kies reviewed the May usage reports for River View Miniature Golf (RVMG) and Paddlewheel Riverboats. RVMG had a great opening and has already hit incentives two times this year. The year started off on the cooler side, but did not affect the number of boat rentals. Concession sales are down, so staff will look at trends in concessions to adjust what is offered.

Ms. McCarthy asked if the course had been updated, to which Mr. Kies replied that the course and building were repaired where needed, but a major update is planned. The Paddlewheel Riverboats also had a strong opening with the number of passengers per cruise at 40 and three private charters cruising in May.

**Parks, Planning, and Facilities****Monthly Usage Report**

Pottawatomie Golf Course Manager & PGA Golf Pro Ron Skubisz reviewed the May usage report for the golf course. He began his report with a statement about how the golf industry was recharged due to Covid in 2020, which is evident in the large increase in rounds played at PGC. His reports have always focused on comparing the current rounds/sales to the “five-year average” which now does not include 2020, so it will be interesting to see if rounds are still trending high in the future. Mr. Skubisz is pleased with the rounds played, cart rentals and the golf course usage rate, all of which are holding steady compared to the five-year averages.

**Requests for Use**

Mr. Cooke moved and Ms. McCarthy seconded that the St. Charles Park District Board of Commissioners approve the request for use of Lincoln Park by Life Church St. Charles on Saturday, August 16, 2025 to host a worship and music gathering. A voice vote was taken, and unanimous aye votes were cast. The motion carried.

**Special Reports****Fox Valley Recreation Association**

Mr. Thomson said that the FVSRA Board did not meet this month.

**St. Charles History Museum**

Ms. McCarthy did not have a report.

**St. Charles Park Foundation**

Ms. Cabel reported on behalf of Mr. Ward, reminding the Commissioners of the Foundation’s two upcoming fundraising events: A Night on the Fox on August 1<sup>st</sup> and Pistons for the Parks on September 6.

**St. Charles Arts Council**

Ms. Cabel shared that the Arts Council is looking for a new Director, as Kathy Hill is stepping down. The Arts Council has two upcoming events: Paint our Town in a Banner Way and Plein Air-St. Charles.

**St. Charles Business Alliance**

Ms. Cabel said the Business Alliance has two ongoing summer events: STC Live on Friday nights and Wine Down Wednesdays. They are preparing for the Jazz Weekend September 6-7.

**St. Charles Housing Commission**

No report.

St. Charles River Corridor Foundation

Ms. Cabel said the Foundation discussed the impact the removal of the Carpentersville dam has had on the water/sewage system in that community. She also stated that they discussed the Eco Park concept like the Wild Mile in Chicago and bringing this concept to St. Charles. She and Ms. Rudow met with President John Rabchuk to discuss this concept and he is meeting with City as well.

Baker Community Center

No report.

Fox River Dam Joint Task Force

Mr. Thomson said there will likely not be a meeting again in the foreseeable future.

Director's Report

Ms. Cabel thanked the staff and Commissioners for coming out to the recognition event held at Kane County Cougars. She said the employee anniversaries will be recognized at the employee picnic on July 31 at Riverbend Community Park and hopes Commissioners will be able to attend. She asked the Commissioners if they had any questions about the recent patron banishments. After hearing the details of the incidents, Ms. McCarthy praised the staff for their professionalism. Ms. Cabel reminded the Board that July 4<sup>th</sup> is next week and plans are all set for another great day of festivities.

Commissioner Comments

**Bob Carne:** Mr. Carne thanked Ms. Rudow for following up with his suggestion for a potential land acquisition in an underserved neighborhood. He suggested that Norris Recreation Center offer free passes to current active military who are home on leave to thank them for their service. He also suggested offering free passes to seasonal facilities to those intergovernmental partners that we are trying to build good relationships with. He praised the cleanliness of Otter Cove Aquatic Park on a recent visit. Mr. Carne told Ms. Rudow he noticed a crack on the pickleball court at James O. Breen Community Park.

**Jim Cooke:** In response to Mr. Carne's comments, Mr. Cooke said he did not believe there are underserved neighborhoods in St. Charles. Mr. Carne said a better term might be "denser" to describe the community to which he is referring.

**Peggy McCarthy:** Ms. McCarthy shared that she was recently in Covington, Kentucky and saw a child in a wheelchair swing, which made her proud that the District also has these swings in our parks.

**Bob Thomson:** Mr. Thomson said he took his family on the paddlewheel riverboats and it was a packed cruise and very enjoyable. He also said he enjoyed the Cougars game with employees. Mr. Thomson wanted Ms. Rudow to share his kudos with the employee who was mowing James O. Breen South that morning, as whomever it was stopped the mower to allow Mr. Thomson to ride safely on his bike.

**Steve Ward:** Mr. Ward said it is exciting to see progress at Fox Chase Park, to which Ms. Rudow replied that the color coating of the courts is planned for the next day. He asked about landscaping in the park and she said after the construction is complete, she will have a better idea of what

enhancements might be feasible. Mr. Ward asked if he could reconnect with a resident who had previously offered to pay for an amenity at Fox Chase Park and the Commissioners agreed that he should.

**Executive Session**

Mr. Cooke moved and Mr. Carne seconded that the meeting temporarily adjourn into a closed meeting for the purpose of considering the following subject, per the Open Meetings Act, 5 ILCS 120/2: Section 2(c)(6) the setting of a price for sale or lease of property owned by the public body.

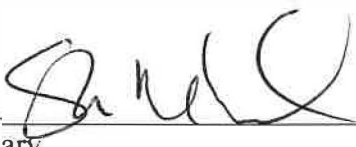
At 7:11 p.m., the Board temporarily adjourned to proceed to the Executive Session.

The Board came out of the Executive Session at 7:24 p.m.

**Adjournment of Meeting**

Mr. Cooke moved and Mr. Carne seconded that the meeting adjourn. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

President Thomson adjourned the meeting at 7:25 p.m.

  
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Secretary

Date Approved: July 22, 2025