



## ST. CHARLES PARK DISTRICT BOARD MEETING

**Pottawatomie Community Center**

**8 North Avenue, St. Charles, IL**

**September 23, 2025 – 6:30 P.M.**

### AGENDA

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

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

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

- A. Approval of Minutes from Meeting on August 26, 2025
- B. Approval of Bills as of August 31, 2025
- C. Approval of Cash and Investment Report as of August 31, 2025
- D. Approval of Revenue Expense Reports as of August 31, 2025

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

Staff will introduce the new Superintendent of Pottawatomie Golf Course Mizra Portillo.

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

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

###### **a. Proposed Rate Increases for FY2026**

Staff will present fiscal year 2026 rates and fees for facilities, memberships and rentals. Board action is requested.

###### **b. Ordinance 2025-09-01 Authorizing Disposal of Personal Property Owned by the St. Charles Park District**

Ordinance 2025-09-01 authorizes the disposal of personal property owned by the St. Charles Park District. Items being disposed of include mowers and other equipment used on the golf course. Board action is requested.

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

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

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

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

###### **d. The Springs Land Donation and Developer Donation Agreement**

The Board is asked to consider accepting a land donation of 1.63 acres to the Park District through the City of St. Charles Land Cash Ordinance from Continental 629 Fund, LLC. on Smith Road for the purpose of developing a public park. Board action is requested.

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

e. Bike Path Easement Kirk Road to East Side Sports Complex

The Board is asked to consider the relocation of the bike path that provides pedestrian access to East Side Sports Complex from Kirk Road as a result of the Bullock Campus development occurring west of the sports complex. A new asphalt path will be constructed to the north of the proposed extension of Division Street to the east at the developer's expense. Board action is requested.

f. Monthly Usage Report

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

g. Request for Use

Board action is requested for the following requests for use:

i. Friends of Amy Johnson

Friends of Amy Johnson, through Beth Goncher, Event Coordinator, has formally requested the use of Pottawatomie Park for the purpose of hosting a private fundraiser for undersheriff Amy Johnson on Wednesday, September 24, 2025.

ii. Nature Scavenger Hunt

Conservation Foundation, through Jessica Mino, Event Coordinator, has formally requested the use of Hickory Knolls Natural Area pavilion for the purpose of hosting a scavenger hunt to connect members of Belong Fox Valley to the outdoors on Wednesday, October 15, 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 subject, per the Open Meetings Act, 5 ILCS 120/2(c)(21) discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

**XI. Adjournment of Meeting**