



ST. CHARLES PARK DISTRICT BOARD MEETING

Pottawatomie Community Center

August 12, 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 August 12, 2025. At 6:33p.m., President Bob Thomson called the meeting to order.

Roll Call

Administrative Assistant Jenny Santos called the roll.

Commissioners present: Bob Carne, Jim Cooke, Karrsten Goettel, Peggy McCarthy (arrived 6:35pm), Craig Newman, Bob Thomson and Steve Ward

Commissioners absent:

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, PGA Pro & Golf Course Supervisor Ron Skubisz, Public Relations & Marketing Manager Erika Young and Administrative Assistant Jenny Santos

Other staff present: Denise Gillett-Parchert, Bryce Karner, Zackery Jensen and Morgan Brown

Guests present: Wayne Parchert

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 July 22, 2025

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

Public Appearances

Board President Bob Thomson, on behalf of the Board of Commissioners recognized Denise Gillett-Parchert for her 26 years of service as the Superintendent of the Pottawatomie Golf Course by reading aloud Resolution 2025-08-01.

Superintendent of Parks & Planning Laura Rudow introduced three employees who were recently promoted to new jobs in the Park District. Bryce Karner was a seasonal parks employee while in college, then was hired as a Park Specialist before being promoted to East Side Sports Complex Coordinator. Zac Jensen worked as a seasonal fleet assistant before being hired as a full-time Park Specialist at ESSC. Morgan Brown worked part-time at Hickory Knolls Discover Center as a teacher and then school/camp coordinator before being hired as the full-time Nature School, Camps & Youth Programs Supervisor. The Commissioners congratulated Bryce, Zac and Morgan.

Denise Gillett-Parchert, Wayne Parchert, Erika Young, Bryce Karner, Zackery Jensen and Morgan Brown left the meeting at 6:43 p.m.

Administration and Finance**National Recreation & Parks Association Performance Review**

Director Holly Cabel presented the findings of NRPA's Annual Performance Review that provides comparisons of the District's performance to other agencies in Illinois. This benchmarking tool assists the District in gauging our strengths and opportunities for improvement. The findings will be used to set goals during the budgeting process.

2025-08-01 Resolution Honoring Denise Gillett-Parchert and Plaque Installation

Mr. Cooke moved and Mr. Carne seconded that the St. Charles Park District Board of Commissioners approve Resolution 2025-08-01 and the design and location of the permanent plaque honoring Denise Gillett-Parchert. A voice vote was taken. Unanimous votes were cast and the motion carried.

Recreation

No business.

Parks, Planning, and Facilities**Bolcum Road License Agreement**

Ms. McCarthy moved and Mr. Ward seconded that the St. Charles Park District Board of Commissioners renew the License Agreement with Carlos Vinson for the District owned house at 37W741 Bolcum Road, St. Charles, IL 60175, for one year for a fee of \$685 per month. A voice vote was taken. Unanimous votes were cast and the motion carried.

Director's Report

Ms. Cabel said that the 7th *Heaven* concert attracted a large crowd last week. She also shared that the final Concert in the Park is scheduled for Thursday, August 28, featuring the band *Totally Taylor*. Their previously scheduled performance was canceled earlier this summer due to inclement weather. The rescheduled concert falls on the evening before a no-school day, and a large attendance is anticipated.

Ms. Cabel shared that the Park Foundation's *A Night on the Fox* event, held August 1, was a success, selling 119 tickets.

Ms. Cabel reported that the annual *Rusty Rodeo* drew more than 200 participants to the Fox River, off the banks of Mt. St. Mary Park, on Saturday to assist in the removal of invasive rusty crayfish.

Commissioner Comments

Steve Ward: Mr. Ward thanked the staff for a fun picnic (*Summer Sizzler*) in Fox Chase Park. He said the neighbors provided a lot of positive feedback about the event. He also thanked Ms. Cabel for her constant communication with the Board regarding the missing kayaker.

Bob Thomson: Mr. Thomson said that it was so hot during the *Summer Sizzler* in Fox Chase Park that he was surprised it drew such a huge crowd, but he was glad to see so many people. He attended the employee picnic, which was also well attended.

Craig Newman: Mr. Newman echoed Mr. Ward's thanks to Ms. Cabel for the communication. He was sorry to miss the *Summer Sizzler*.

Peggy McCarthy: Ms. McCarthy also expressed appreciation for the communication to the Board regarding the missing kayaker.

Jim Cooke: No comments.

Karrsten Goettel: No comments.

Bob Carne: Mr. Carne reported that Ms. McCarthy and Mr. Thomson joined him at the Kevin White Foundation fundraiser. This foundation is interested in more ideas from staff on how it can support the District financially. Mr. Carne was impressed by the *Rusty Rodeo* event which he witnessed firsthand. He suggested that the District provide passes to the pool or mini golf course for participants. Mr. Carne told Mr. Skubisz that the golf course looks amazing and heard from golfers that the push carts need to be upgraded. He also commented on the amount of goose droppings, which prompted a bevy of ideas from Commissioners on how to remedy the problem. Mr. Carne asked Ms. Rudow when wind screens will be added to the new pickleball courts at Primrose Farm Park and she responded that they have been ordered. Mr. Carne asked staff if 7th Heaven could play a big concert in Pottawatomie Park. He ended his comments by complimenting the cleanliness of the porta-potties, no matter which park he visits.

Executive Session

Ms. McCarthy moved and Mr. Cooke 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 (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.


At 7:19 p.m., the Board temporarily adjourned to proceed to the Executive Session.

The Board came out of the Executive Session at 7:36 p.m.

Adjournment of Meeting

Ms. McCarthy moved and Mr. Newman 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 7:36 p.m.



Secretary

Date Approved: August 26, 2025

