



ST. CHARLES PARK DISTRICT BOARD MEETING

Capital Workshop

Hickory Knolls Discovery Center

October 1, 2025 – 12:00 P.M.

MINUTES

Call to Order

The St. Charles Park District Board met for a Special Meeting – Capital Workshop at Hickory Knolls Discovery Center on October 1, 2025. At 12:05 p.m., President Bob Thomson called the meeting to order.

Roll Call

Holly Cabel called the roll.

Commissioners present: Bob Carne, Jim Cooke, Karrsten Goettel, Peggy McCarthy, Craig Newman, Bob Thomson, and Steve Ward

Commissioners absent:

Administrative staff present: Director of Parks & Recreation Holly Cabel, Superintendent of Parks & Planning, Deputy Director Laura Rudow, Superintendent of Finance & Administration Ashlee Wallace, Superintendent of Recreation Mike Kies, Information Technology Manager Jeff Essig, Public Relations & Marketing Manager Erika Combs & PGA Golf Pro Ron Skubisz

Other staff present: None

Guests present: None

Public Appearances

None

Capital Projects

Potential Capital Research

Director Holly Cabel introduced the presentation. She stated that the team would share some research on large capital projects that have been mentioned in the past but are not on the proposed project list.

Padel Courts

Superintendent of Recreation Michael Kies presented information on Padel Courts. He explained what Padel is and that it is an up-and-coming sport and a potential opportunity for our area. Commissioner Neuman asked which demographic typically plays padel. Mike answered it is big in Europe, India, and Argentina. Commissioner Ward asked if we have heard about any interest in platform tennis as he knows it is popular at local private country clubs. Mr. Kies was not aware of any interest. Ms. Rudow also provided research information on pickleball. It is currently not used for sound reduction for outside courts by any other Illinois park districts.

Flo Rider

Mr. Kies presented information on Flo Riders and the opportunity to have one at Otter Cove. It is a fun amenity usually found at resorts, cruise ships and large water parks. Some additional considerations are the minimum height requirement needed, it can be difficult to learn how to ride,

and since only one person at a time, only 15 people can ride per hour. It also would need to be staffed by 2-3 lifeguards. Mr. Ward asked if we thought about offering annual passes and staff responded that this was part of the research.

Snow Making Machine

Laura Rudow, Superintendent of Parks and Planning, presented research on snow making machines. She acknowledged that the weather and winter snow is not what it used to be, and sledding days are limited. Langum Park makes the most sense to consider snow making machines. It would require 2 machines and a piece of equipment to spread the snow. The biggest expense for operations is then the water utilities. There are also safety concerns since artificial snow is slicker. Mr. Ward asked if we ever asked the City for a discount on utilities. Ms. Cabel answered that we had a conversation with City regarding electricity for lights at ESSC, but have never asked about water. Ms. Rudow also mentioned the opportunity to work with Bartlett Park District. Bartlett would offer resident rates to St. Charles for their sled/tubing hill. Ms. McCarthy asked if we would get a portion of that revenue and the response was no, but it gives us the opportunity to provide something to our residents that we don't currently have.

Refrigerated Ice Rink

Ms. Rudow presented research on a coiled refrigerated ice rink. Similar to the sled hill, we are limited on days in the winter due to warmer temps. Considerations to operate include: need a flat space or parking lot that is not pitched which we do not currently have, would need a temp controlled shed to store coils in the off season, would need restroom amenities, would need 2 rinks for hockey and free skate, need a small Zamboni, would need to monetize and have a staff member operation/collect admission. She mentioned that we could program it as well. Ms. McCarthy asked if it would be possible to skate on the river.

Five Year Plan

Ms. Cabel shared the large projects 2026-2030 chart that are broken into five geographic areas.

Northeast Locations - Ms. Cabel reviewed specifics on Norris Recreation 1st floor renovation. Professional services are scheduled for 2026 with construction in 2027. Mr. Kies provided update on agreement with D303 and NRC and spoke with D303 about 1st floor renovation and response was that the School District has many deferred maintenance items on their list at this time. Commissioner Carne suggested offering the D303 Board membership or day passes to NRC so that they could get a feel for the facility and that it is outdated and needs work.

Southeast Locations – Ms. Cabel reviewed the projects in this area and asked Ms. Rudow to discuss the Cambridge Park renovation. This project was moved up in the capital plan and will be an OSLAD application. Professional services are scheduled in 2026 and construction in 2027.

Pottawatomie Park and Community Center – Ms. Cabel provided brief descriptions of the projects that are scheduled, specifically the ones that address the aging infrastructure within the park.

Southwest Locations – Ms. Cabel provided brief descriptions of the projects in this section.

Northwest Locations – Ms. Rudow spoke about Five Islands redevelopment. She reminded the Commissioners of the additional land purchased through the Kane County Forest Preserve that is adjacent to District property. She also stated there is a grant opportunity as it is a boat access location. It is a great location for smaller boat access and would help alleviate some of the congestion around BSI.

Ms. Cabel reviewed the 2026-2030 Capital Projects by Year and explained the color coding. She also explained the project alignment and what resources and prior plans were used to create the five-year plan.

2026 Capital Budget

Ms. Cabel introduced the proposed capital budget of \$7,753,779 and Ms. Rudow presented information on the large projects proposed for 2026.

East Side Sports Complex – Replace Athletic Field Lights. The existing lights would be replaced with LED lights, which are much more energy efficient providing cost savings. The new LED lights are also easier to operate. Commissioner Carne mentioned that he hears complaints from the associate groups about the current system and expense. Ms. Rudow said the savings would be passed down to the associate groups. Commissioner Thomson asked if the associate groups are helping to pay for project, Ms. Rudow said no, but they pay to use it. Bob Carne said he would talk to the Kevin White Foundation about donation opportunities.

East Side Sports Complex –OSLAD Park Renovation –Ms. Rudow presented overview of the project. The softball fields will have synthetic clay, there will be added shade structures, renovated skate park, added pickleball courts, all of the court space will be refinished but will stay in same location so that the existing lighting does not need to be moved/replaced. We are hoping for a donation from Kiwanis for a wheelchair swing. She stated we are close to bidding the project out to be completed by Spring 2026. The whole project will be bid for selection of one contractor except for the skate park materials which will be purchased through Source Well.

Ferson Creek Fen – Board Walk Replacement – Ms. Rudow presented the project. Commissioner Ward asked if the board walks would be wood or composite. Ms. Rudow answered composite.

Harvest Hills – OSLAD Park Renovation – Ms. Rudow presented the concept plan for the renovation. She noted that residents are very involved, and she will include them in the planning.

PCC Locker Room Renovation – Ms. Rudow briefly went over the project as it has been presented at recent board meetings.

Pottawatomie Golf Course – Retaining Wall Project – Ron Skubisz, PGA Golf Pro, provided a description of the project. It is necessary as soil samples have confirmed that the current wall is failing. There is a top wall that is owned by the City and they will be replacing it at the same time. Original plan included enhancing the practice area but it was removed from the 2026 capital budget due to expense. Mr. Skubisz stated he feels the money is better spent on a new mower and green side bunker replacements. Both Commissioner Ward and Commissioner Newman asked if there was a way to include the practice area renovation. The Team will reevaluate practice area.

River View Miniature Golf –Ms. Rudow presented the concept plan and included information on which holes will remain untouched as they are important to remain from the public. All bricks will be replaced with solid curbing.

The Springs – Playground Installation – Ms. Rudow presented the slide but did not have any new information since the last Board meeting.

Ms. Rudow reviewed each of the allowance areas including vehicles, equipment, master planning, asphalt, IT, court repairs, LED retrofits and park furnishings.

Indoor Space Study Discussion

Ms. Cabel stated that the need for additional indoor space was from the Indoor space study, updated Comprehensive Master Plan and recent community survey. She reviewed specific highlights from these documents.

The specific spaces desired are walking track, indoor multi-use courts, fitness studio, dance space and expanded areas for Adult Activity and early childhood programming.

Ms. Cabel discussed two options – expansion of existing or building new. Ms. Cabel discussed pros and cons of expanding Pottawatomie Community Center as well as proposed amenities and estimates of size and cost. Mr. Carne asked if a walking track would be included in the expansion concept and staff responded that it would be, but it may be smaller than some standards. Ms. McCarthy suggested focusing on outside of the building and connecting sidewalks. Ms. Cabel shared positives and negatives of a constructing a new facility. She shared proposed size of facility, acres of land, amenities and estimate of cost. Mr. Ward asked if this included ability to house indoor tennis courts. Ms. McCarthy asked if tennis and pickleball courts were considered in the new building, could it benefit Norris in restructuring space. Currently, the courts are multi-use of basketball, volleyball, and pickleball. Mr. Ward cautioned to not to have too many lines of different sports on flooring as it becomes very confusing. Mr. Cooke asked if four courts are enough if tournaments are a consideration for programming. Mr. Thomson suggested in the new building design to allow for expansion of court space in future if needed.

Ms. Wallace presented funding options for either expanding or building a new facility. Ms. Wallace presented current total debt capacity. She presented two different options of financing including issuing additional \$15 million non-referendum debt, or consideration for larger amounts if we go through referendum process. Ms. Wallace presented financial model scenarios for both options.

Ms. Cabel requested direction that will assist the staff in collecting additional information of these options. She also reviewed the many steps involved in either option.

Fund Balance

2025 Additional Fund Balance Transfer

Ms. Wallace presented the 2025 approved fund balance transfer that was approved last year in accordance with the fund balance policy. The Board approved an updated fund balance policy in March 2025 that revised the target fund balance for major funds to be between 30-50%. Due to change in fund balance policy and the projected ending 2025 fund balances, staff are recommending an amendment to the scheduled 2025 transfers: additional \$3.3 million for general and additional \$1.7 million for recreation. A resolution will be brought back to the Board at a future meeting.

Land Cash Fund Balance

Ms. Wallace presented the land cash summary.

Evaluate Capital Resources & Finances

Ms. Wallace presented projected ending 2025 capital fund balance and budgeted 2026 capital fund balance which includes all projects as proposed in 2026 capital list. There was discussion about the amount for Committed for Land Acquisition and the target dollar amount for the commitment.

Adjournment of Meeting

Mr. Ward moved, and Mr. Neuman 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 2:45 p.m.



Secretary

Date Approved: October 14, 2025