



ST. CHARLES PARK DISTRICT BOARD MEETING

Pottawatomie Community Center

October 28, 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 October 28, 2025. At 6:34 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, 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 Laura Rudow, Superintendent of Finance & Administration Ashlee Wallace, Superintendent of Recreation Mike Kies, Information Technology Manager Jeff Essig, Pottawatomie Golf Course Manager & PGA Golf Pro Ron Skubisz and Administrative Assistant Jenny Santos

Other staff present: Jose Mejia and Chase Bider

Guests present: City of St. Charles City Administrator Heather McGuire, St. Charles Chief of Police Dan Likens, John Rabchuk, Jim Enk, Steve Leffler

Consent Agenda

Mr. Cooke moved and Mr. Newman seconded that the St. Charles Park District Board of Commissioners approve the Consent Agenda items, including the following:

- Approval of Minutes of Regular Meeting on October 14, 2025
- Approval of Bills as of September 30, 2025

- Approval of Cash and Investment Report as of September 30, 2025
- Approval of Revenue Expense Reports as of September 30, 2025

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

Public Appearances

City of St. Charles City Administrator Heather McGuire introduced the new Chief of Police, Dan Likens. She shared that he has 29 years of experience in law enforcement, most recently with the Illinois State Police. Ms. McGuire said Chief Likens has brought great energy to his role and believes he will have a positive impact on the community. Chief Likens expressed his excitement for being in St. Charles and part of great police department. He mentioned that he started his career

as a young trooper in Kane County. He looks forward to building a strong relationship with the Park District. The Commissioners welcomed Chief Likens and wished him good luck.

Superintendent of Parks & Planning Laura Rudow introduced two new parks employees. Jose Meija is a Parks Specialist II on the west side maintenance crew. He comes from Dundee Township where he was the foreman for its cemetery, where he understood the importance of empathy when interacting with the public. Chase Bider is a Vehicle and Equipment Technician who started his career with the District as a seasonal employee while on breaks from Southern Illinois University. He graduated in May with a degree in Automotive Technology and his co-workers are very happy he joined the crew full-time! The Commissioners welcomed Jose and Chase.

Heather McGuire, Chase Bider and Jose Meija left the meeting at 6:43 p.m.

Administration and Finance

River Corridor Foundation EcoPark Presentation

John Rabchuk, President of the River Corridor Foundation, presented the Foundation's proposal for a floating garden in the Fox River. Mr. Rabchuk said the Foundation's mission is to advocate for projects that will enhance the St. Charles downtown riverfront and reviewed the projects that they have completed in the past toward that goal. Their latest project is a floating garden that is modeled after the Wild Mile in Chicago. He shared three possible locations for the garden in the Fox River and the positive impacts it would have on the river's health, wildlife habitat, educational opportunities and downtown businesses. The intent is for the garden to be created and maintained via grants and donations, but to move forward with the project, the City and Park District need to be in support of the project, as IDNR requires City or Park District ownership. The Commissioners had questions about the construction, durability and flexibility of the garden. Mr. Carne asked about the approximate cost and Mr. Rabchuk said \$500,000. Mr. Rabchuk asked for the District's support for the project.

Chief Likens, John Rabchuk and Jim Enk left the meeting at 7:06 p.m.

Tentative Amended 2025 Budget and Appropriation Ordinance

Superintendent of Finance and Administration Ashlee Wallace asked the Board to adopt the FY 2025 Amended Budget and Appropriation Ordinance in tentative form. This BAO will be available for public review for 30 days as required by Illinois Park District Code and the final version will be presented for approval at the December 9th meeting. Ms. Wallace explained that there are three line items that are being amended for a total amendment of \$70,000. Norris Recreation Center will be amended for an increase of \$20,000 to account for additional wages related to childcare, private tennis lessons, tennis drills and pickleball due to additional programming. Contractual Services will be amended for an increase of \$20,000 to account for the transfer to D303 because of increased NRC revenue. The FVSRA will be amended for an increase of \$30,000 to account for the increased need for inclusion services.

Mr. Carne moved and Mr. Newman seconded that the St. Charles Park District Board of Commissioners approve the Tentative Amended Budget & Appropriation Ordinance for the fiscal year January 1, 2025 to December 31, 2025. A roll call vote was taken. Aye: Carne, Cooke, Goettel, McCarthy, Newman, Ward and Thomson. Nay: none. The motion carried.

2026 Budget Presentation

Ms. Wallace presented the proposed budget for fiscal year 2026 for all funds, excluding capital. The Commissioners received the proposed budget for preview on October 24. Ms. Wallace reviewed revenue and expenses for each fund as well as the significant changes in the budget for each fund. The FY2026 Operating Budget (excludes Debt and Capital Funds) reflects \$26,144,485 in revenues and \$24,308,692 in expenses. Comparing the 2026 budget to 2025, revenues increased due to property taxes and a planned increased transfer from Recreation Fund to General Fund by \$250,000. Expenses increased due to wage increases for full and part-time employees based on the 2025 Compensation Study, as well as employee health care insurance premium increases. The total budget reflects a deficit of \$1,904,696 due to planned spend down in the Capital Fund. General, Recreation and Revenue Facilities funds have ending fund balances that are within the fund balance policy.

Ms. Wallace then reviewed the proposed budget and summarized the significant changes for each fund. Mr. Ward asked for clarification about using city water for Swanson Pool and the impact on Swanson's budget. Ms. Rudow explained that both the golf course and the pool have relied on well water, which poses challenges to both facilities and creates significant wear and tear on the well pump. The plan is to fill the pool with well water but use city water for maintaining the pool during the season.

The Commissioners thanked Ms. Wallace for her presentation.

Tentative 2026 Budget and Appropriation Ordinance

Superintendent of Finance and Administration Ashlee Wallace asked the Board to adopt the FY 2026 Budget and Appropriation Ordinance in tentative form. This BAO will be available for public review for 30 days as required by Illinois Park District Code and the final version will be presented for approval at the December 9th meeting.

Mr. Cooke moved and Mr. Goettel seconded that the St. Charles Park District Board of Commissioners approve the Tentative Budget & Appropriation Ordinance for the fiscal year January 1, 2026 to December 31, 2026. A roll call vote was taken. Aye: Carne, Cooke, Goettel, McCarthy, Newman, Ward and Thomson. Nay: none. The motion carried.

Recreation

No business

Parks, Planning, and FacilitiesAsphalt Trail Rejuvenation Project

Per the 2025 Capital Plan, bids were solicited for the grind and paving of pedestrian trails at East Side Sports Complex, the Mid-County Trail and along Peck Road. Superintendent of Parks & Planning Laura Rudow asked the Board to consider awarding the contract to the lowest responsible bidder, Advantage Paving Solution, Inc. Frankfort, IL in the amount of \$173,000. Ms. Rudow provided more details about the project and Mr. Thomson asked if there is a better way to repair cracks in the trails. She explained that the project includes grinding current surfaces before resurfacing. Mr. Carne reiterated his belief that the District needs to research a better product than asphalt because of the expense of resurfacing. Ms. Rudow replied that she did the research and met with vendors at a recent conference and there aren't any products that are great for the Midwest

weather conditions other than asphalt. She also said that the trails that are being resurfaced as a part of this project are over 25 years old.

Mr. Cooke moved and Ms. McCarthy seconded that the St. Charles Park District Board of Commissioners approve the contract with Advantage Paving Solution, Inc. Frankfort, IL in the amount of \$173,000. A roll call vote was taken. Aye: Carne, Cooke, Goettel, McCarthy, Newman, Ward and Thomson. Nay: none. The motion carried.

Special Reports

Fox Valley Recreation Association

Mr. Thomson said that there wasn't an FVSRA Board meeting to report on.

St. Charles History Museum

Ms. McCarthy reiterated that the Museum is selling tickets to its holiday fundraiser in December.

St. Charles Park Foundation

Ms. Cabel shared that the Foundation is working on determining its fundraising events and dates for 2026.

St. Charles Arts Council

Ms. Cabel encouraged the Commissioners to attend the Art of the Dessert on Monday, November 24th at the Graceful Ordinary.

St. Charles Business Alliance

Ms. Cabel said the Business Alliance is planning the Holiday Homecoming weekend of events. The Park District will participate in the parade on Saturday, November 27.

St. Charles Housing Commission

No report.

St. Charles River Corridor Foundation

Ms. McCarthy reported the daffodil planting went well and the RCF is confirming the lecture series schedule for 2026.

Baker Community Center

No report.

Director's Report

Ms. Cabel asked the Commissioners if everyone was okay with using electronic signatures on the holiday card this year. She also reported that the sauna at Norris Recreation Center should be repaired and back in use by November 14. The Light Up the Sky event attracted 7,200 visitors, up from 2,000 the year before.

Commissioner Comments

Bob Carne: Mr. Carne passed on praise for Cayla Greenfield that he heard from patrons. He encouraged the Adult Activity Center reach out to high schoolers to develop a senior/teen program like the one featured in a recent news article about the St. Charles North High School teen who

started a program connecting senior adults to high schoolers. He reiterated his desire to see programming for young adults that do not include alcohol. Mr. Kies shared a plan for a pop-up event in the Teen Center for the Monday of Thanksgiving week. Mr. Carne would like to see a plan drawn up by the District for the old police station property. He said he would like to hear from Jeff Essig regarding how the District can leverage AI to serve patients more efficiently. He referenced the City of Schaumburg's website as an example.

Jim Cooke: Mr. Cooke said that the Fox River Dam Task Force committee has been put on hold for the indefinite future for a variety of reasons, none of which has to do with the City or the District. The state and federal agencies tasked with solving the dam issues have gone back to the proverbial drawing board and are in process of completing an environmental study. The City has a deadline in January for submitting a letter that confirms it supports or opposes the Army Core of Engineer's study specific to the dam in St. Charles.

Karrsten Goettel: No comment

Ms. McCarthy: Ms. McCarthy encouraged Mr. Kies to have a conversation with the school district regarding our desire to do renovations while he is monitoring the sauna repair at NRC.

Craig Newman: No comment

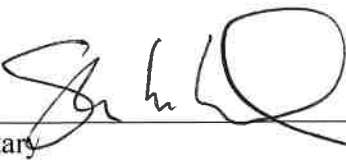
Bob Thomson: Mr. Thomson shared new Kane County bike maps. A neighbor of his recently asked about the plans for Cambridge Park. Ms. Cabel said it is on the Comprehensive Master Plan for renovation tentatively scheduled for 2027. A short discussion also occurred regarding the Gallery of Ghoulish Homes tour.

Steve Ward: Mr. Ward said he has received negative feedback about the "sharrows" in the streets indicating bike paths, even though the District is not responsible for the placement of those arrows. Mr. Ward also shared that there are a group of residents who live in Majestic Oaks who are unhappy with the District's general use ordinance that prohibits their Halloween decorations on park property.

Adjournment of Meeting

Mr. Carne moved and Ms. McCarthy 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 8:13 p.m.


Secretary

Date Approved: November 11, 2025