



ST. CHARLES PARK DISTRICT BOARD MEETING

**Baker Community Center
March 24, 2026 – 6:30 P.M.
MINUTES**

Call to Order

The St. Charles Park District Board met for a Regular Meeting at Baker Community Center on March 24, 2026. At 6:32 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, Craig Newman, Bob Thomson and Steve Ward

Commissioners absent: Karrsten Goettel

Administrative staff present: Director of Parks & Recreation Holly Cabel, Superintendent of Parks & Planning Laura Rudow, Superintendent of Recreation Mike Kies, Public Relations and Marketing Manager Erika Combs and Administrative Assistant Jenny Santos

Other staff present: Assistants of Recreation Taylor Krawczyk, Ande Masoncup and Katie Miller; Pottawatomie Community Center Supervisor & Volunteer Coordinator Lara Piner; and Adult Activity Center Supervisor Lynne Yuill

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 of Regular Meeting on February 24, 2026
- Approval of Bills as of February 28, 2026

| Account | Amount |
|---------------------|----------------------|
| CORPORATE FUND | \$ 186,480.58 |
| RECREATION FUND | \$ 102,019.71 |
| LIABILITY INSURANCE | \$ 1,174.00 |
| SPECIAL RECREATION | \$ 3,375.33 |
| DEBT SERVICE FUND | \$ 13,504.00 |
| REVENUE FACILITIES | \$ 21,400.71 |
| NORRIS REC CENTER | \$ 7,316.56 |
| SPORTSPLEX | \$ 13,725.66 |
| CAPITAL | \$ 234,637.62 |
| Total | \$ 583,634.17 |

- Approval of Cash and Investment Report as of February 28, 2026
- Approval of Revenue Expense Reports as of February 28, 2026

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

Administration and Finance**Volunteer Annual Report**

Lara Piner, Pottawatomie Community Center Supervisor & Volunteer Coordinator, presented a brief overview of the volunteer program. Volunteers support restoration efforts, farm chores/animal care, preschool and special events. Volunteers from the D303 On-the Job Training program keep PCC and Sportsplex clean, the St. Charles Breakfast Rotary provide bingo and breakfast for the adult activity center, local scouting troops clean up the parks and stuff easter eggs. In 2025, 193 unique volunteers gave 2,745 hours of their time, averaging 14 hours per person. Len Redelsperger was honored as Volunteer of the Year at the recognition dinner prior to this evening's meeting for his ten years as the dedicated Wednesday morning bingo caller in the Adult Activity Center. He also regularly volunteers with his AAC friends at the Northern Illinois Food Bank. Looking ahead to 2026, the volunteer program will be using a web-based software called Volgistics to track volunteer hours efficiently and improve ease of sign-up for volunteer opportunities. Ms. Piner will also update the volunteer webpage and handbook. Mr. Carne suggested that Ms. Piner tap into associate organizations for trash cleanup days in the parks they use. Mr. Ward expanded on Mr. Carne's suggestion to add neighborhood park cleanups. Mr. Newman asked if there are any privacy issues with using Volgistics to email volunteers for help with events and projects and Ms. Piner said that one of the benefits of Volgistics is it makes emailing the database of volunteers much easier.

Adult Activity Center Annual Report

Lynne Yuill, Adult Activity Center Supervisor, provided a recap of 2025 activities in the Adult Activity Center. 443 AAC members had daily access to the center, received a quarterly newsletter and free or reduced fees for programs. 10,265 members scanned into the AAC for drop-in or educational programs in 2025, up 3% from 2024. The AAC collaborated with local businesses and agencies to provide programs year-round. The District's naturalist, arborist and horticulture crews presented programs related to their work, as did the parks and recreation departments. The AAC has several members dedicated to volunteer as bingo callers, book club leader and bridge club leaders for the fellow members and another crew of members who volunteer monthly at the Northern Illinois Food Bank. 710 members went on 46 trips around Chicagoland in 2025. 1,927 people participated in AAC programs in 2025, up 22% from 2024. Plans for 2026 include presenting to local older adult communities to increase awareness of the Adult Activity Center and partnering with the St. Charles-Geneva Rotary Club to offer a program celebrating America's 250th birthday. Mr. Carne thanked Ms. Yuill for her involvement with the City of St. Charles's Senior Commission.

Taylor Krawczyk, Katie Miller and Lara Piner left the meeting at 6:57 pm.

Sculpture in the Park Presentation

Ande Masoncup provided a slide show of the Sculpture in the Park Committee's recommendations for the 2026-2027 show. Forty-two sculptures were submitted by 23 sculptors from 4 states, including 5 new sculptors. The new sculptures will be installed in May instead of June to accommodate the parks crew's busy summer schedule. Fifteen sculptures were chosen, of which fourteen will be installed in Mt. St. Mary Park and one in the courtyard at Baker Community Center.

Mr. Carne moved and Mr. Newman seconded that the St. Charles Park District Board of Commissioners approve the installation of the recommended sculptures for the 2026-2027 show. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

Erika Combs shared a map of Mt. St. Mary Park that illustrates the locations of the eighteen permanent sculptures and the available spaces for the rotating sculpture show. She said that the SITP committee has never been given direction as to when the District should stop accepting donations or buying sculptures for Mt. St. Mary Park. Ms. Combs said staff recommends the permanent collection be limited to 20 sculptures. Mr. Thomson asked if there would be a point at which the permanent sculptures might be removed or relocated. Ms. Combs said that there isn't a plan to do so, but it could be part of the maintenance plan she is putting together for the sculptures. Ms. Cabel added that staff will bring back this plan with recommendations for moving forward to a future board meeting. Mr. Cooke asked for the plan to include considering other parks for permanent sculpture installation.

Lynne Yuill left the meeting at 7:09 pm.

Ms. McCarthy asked Ms. Combs and Ms. Masoncup to provide the map at the Artist Reception on July 17 and to recognize the artists that attend individually so that the guests can engage with them.

Ande Masoncup left the meeting at 7:11 pm.

Managed Print Services

Mr. Cooke moved and Ms. McCarthy seconded that the St. Charles Park District Board of Commissioners approve a new lease agreement for managed print services with Marco Technologies for \$1515.23 per month. A roll call vote was taken. Aye: Carne, Cooke, McCarthy, Newman, Ward and Thomson. Nay: none. The motion carried.

Parks, Planning, and Facilities

Otter Cove Aquatic Park Concrete Flatwork Bid Opening

Ms. Rudow explained the concrete flatwork needed at Otter Cove is to provide additional space for seating and shade. She shared that 15 companies bid on the project and we did not accept the lowest bidder because of issues with their lack of municipal experience and they did not provide three references. The District has been satisfied with past projects completed by the recommended company, M and M Peters Construction. Mr. Thomson asked about the company whose bid was the highest and Ms. Rudow confirmed that the range of proposed cost was \$80,000 between lowest to highest bidder. Mr. Ward asked whether Ms. Rudow did anything differently with this bid process to solicit fifteen proposals. She said that she asked the bidding companies why they bid on the project and the response was the timing of the work—the second quarter is a good time for smaller projects before the busy summer season.

Mr. Carne moved and Mr. Cooke seconded that the St. Charles Park District Board of Commissioners approve a contract with M and M Peters Construction, Inc. Aurora, IL for \$43,898. A roll call vote was taken. Aye: Carne, Cooke, McCarthy, Newman, Ward and Thomson. Nay: none. The motion carried.

Farm Stand Lease Agreement

Ms. McCarthy moved and Mr. Ward seconded that the St. Charles Park District Board of Commissioners approve a one-year renewal of the farm stand lease agreement with Elder Oaks

Farm Market to operate and sell produce at the farm stand on Crane Road as well as utilize four tillable acres at Primrose Farm for food production for \$325 an acre (total cost \$1,300). A voice vote was taken. Unanimous aye votes were cast and the motion carried.

Anderson Elementary School Playground Concept

Ms. Rudow shared a concept plan for a new playground at Anderson Elementary School. Four concepts were presented to the Anderson community unanimously chose one. On last week's election day, the Anderson principal had the students vote on which additional amenities they would like. Mr. Carne asked if the project is on budget and Ms. Rudow said it is and that the District splits the cost of the playground with D303.

Requests for Use

Mr. Cooke moved and Mr. Newman seconded that the St. Charles Park District Board of Commissioners approve the following requests for use:

1) School of Rock Summer Show

School of Rock, Geneva for the use of Lincoln Park for the purpose of hosting their annual student concert event on Saturday & Sunday, August 29 & 30, 2026.

2) Kayla's Hope

Ruth Lehmann for the use of Mt. St. Mary Park for the purpose of hosting a rock painting event for mental health awareness on Monday, August 10, 2026.

3) Cycle for Life

Cystic Fibrosis Foundation for the use of Timber Trails Park for the purpose of their cycle event on Saturday, September 26, 2026.

4) Spike Cancer SLP

STC East High Leadership Studies Students for the use of East Side Sports Complex Volleyball courts for the purpose of hosting their cancer awareness event on Sunday, May 3, 2026.

5) Cartoons for a Cure

A STC East High Leadership Studies Student for the use of Mt. St. Mary Park for the purpose of hosting a cancer awareness event on Friday, May 1, 2026.

6) Playing 4 A Purpose

STC East High Leadership Studies Student: Paladino for the use of Mt. St. Mary Park for the purpose of hosting a fundraising event for Cal's Angels on Sunday, May 3, 2026.

7) Comfort in Crisis

A STC East High Leadership Studies student for the use of River Bend Community Park for the purpose of hosting an event to make stuffed animals for the St. Charles Police Department for children in crisis on Sunday, April 19, 2026.

A voice vote was taken. Unanimous aye votes were cast and the motion carried.

Special ReportsFox Valley Special Recreation Association

Mr. Thomson said the FVSRA Board met that morning and discussed the budget and that Ms. Cabel and Ms. Wallace have a meeting to discuss it with the FVSRA director. He also reminded the Commissioners that they can buy tickets for the BBQ raffle to be held on April 8th.

St. Charles History Museum

No report

St. Charles Park Foundation

Mr. Ward said that there are no major updates to report. The Foundation is looking for better ways to promote the fundraiser, A Night on the Fox.

St. Charles Arts Council

No report

St. Charles Business Alliance

The SCBA is busy planning its STC Live and Wined Down Wednesday series.

St. Charles Housing Commission

No report

River Corridor Foundation

Ms. McCarthy said that there is one more evening of the lecture series, which the community loves. The RCF is still looking at the feasibility of the floating garden.

Baker Community Center

The Open House is May 1st from 4-7 pm.

Director's Report

Ms. Cabel thanked Lara Piner for the Volunteer Appreciation Dinner and presentation. She said it was very nice hosting the dinner at Baker Community Center. She followed up on three suggestions / requests Commissioners made at previous meetings: 1) AI: a new board policy will be presented at the next board meeting; 2) Swanson Pool: a new amenity would require removing a current one because of space, most likely the slide, which is still in great condition, despite its age, but Commissioners can consider a new amenity during the budget process / capital workshop; and 3) sculpture capacity in Mt. St. Mary Park: she will recap ideas and present at a future meeting. Ms. Cabel reminded the Commissioners of the upcoming Spring Employee Recognition Dinner on April 17 at Rock N Ravioli. Ms. Cabel will be out of the office the week of March 30 and Mike Kies will be the point of contact for any immediate needs or concerns.

Commissioner Comments

Bob Carne: Mr. Carne gave kudos to the staff presentations tonight. He asked for an update on Primrose Farm Agricultural Center programs. Ms. Cabel said she will provide one in a weekly update. Mr. Carne said he talked to a board member of Cal's Angels and they are open to having a conversation regarding the concessionaire at ESSC donating a portion of its sales generated the weekend that the Cal's Angels tournament takes place.

Jim Cooke: No comments.

Peggy McCarthy: No comments.

Craig Newman: Mr. Newman Had questions regarding the St. Pats parade candy procedure

Bob Thomson: Mr. Thomson said staff did a great job tonight with the presentations. After Mr. Ward's comments, he added that perhaps the District would consider developing an "adopt a park" program similar to those for cleaning trails and highways.

Steve Ward: Mr. Ward complimented the volunteer program for investing in the Volgistics software. He reiterated the idea to host park cleanups that engage teens from the teen center and high schools and to focus on the inland parks. He asked Ms. Rudow if she has received any feedback about the heat generated by the turf in playgrounds because he heard it can get hot. She said she has not heard any complaints but she will investigate what UV rating the turf has. Mr. Ward also shared ideas on how to improve access from Sportsplex to Timber Trails Park.

Executive Session

Mr. Cooke moved and Mr. Carne seconded that the St. Charles Park District Board of Commissioners adjourn to closed meeting for the purpose of considering the following subjects, per the Open Meetings Act, 5 ILCS 120: Section 2(c)(6) 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; Section 2(c)(11) litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting; Section 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; and Section 2(c)(1) discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.

A roll call vote was taken. Aye: Carne, Cooke, McCarthy, Newman, Ward and Thomson. Nay: none. The motion carried. At 7:41 p.m., Mr. Thomson moved the meeting into a closed session.

Erika Combs left the meeting at 7:41 p.m.

Holly Cabel, Mike Kies, Laura Rudow and Jenny Santos left executive session at 8:30 p.m.

Other Business

Holly Cabel and Jenny Santos returned to the open session meeting at 8:37 p.m.

Personnel

Mr. Cooke moved and Mr. Carne seconded that the St. Charles Park District Board of Commissioners approve the renewal of the Director of Parks and Recreation contract for a three-year term. A roll call vote was taken. Aye: Carne, Cooke, McCarthy, Newman, Ward and Thomson. Nay: none. The motion carried.

Closed Session Minutes

Ms. McCarthy moved and Mr. Newman seconded that the need for confidentiality of closed session minutes still exists. A voice vote was taken from which Mr. Cooke abstained. Unanimous aye votes were cast and the motion carried.

Adjournment of Meeting

Mr. Newman moved and Mr. Carne seconded that the St. Charles Park District Board of Commissioners adjourn. A voice vote was taken. Unanimous aye votes were cast; therefore, President Thomson adjourned the meeting at 8:38 p.m.



Secretary

Date Approved: April 14, 2026