



ST. CHARLES PARK DISTRICT BOARD MEETING

Pottawatomie Community Center

May 12, 2026 – 6:30 P.M.

MINUTES

Call to Order

The St. Charles Park District Board met for a Regular Meeting at Pottawatomie Community Center on May 12, 2026. At 6:33 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 Recreation Mike Kies, Superintendent of Finance and Administration Ashlee Wallace, Information Technology Manager Jeff Essig and Administrative Assistant Jenny Santos

Other staff present: Assistant Superintendent of Recreation Taylor Krawczyk and Recreation Supervisor Jaz Lara

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 April 28, 2026

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

Public Appearances

None

Administration and Finance

Before the Bell & Baker Station Annual Report

Before introducing Ms. Krawczyk and Ms. Lara, Superintendent of Recreation Mike Kies said that Before the Bell and Baker Station are major Park District programs that provide an important service to the community. He noted that the District's strong partnership with the school district helps support the programs by providing space and transportation. Ms. Lara then reviewed participation in both programs: Before the Bell operates at four sites serving 10 schools, and Baker Station operates at seven sites serving 10 schools. Last summer, the District quickly responded to the school district's request for care for Corron students by welcoming them to the Ferson Creek School program. Additional highlights included hiring a School Age Program Coordinator, partnering with the St. Charles Library to offer visits at each site, and providing training with Fox

Valley Special Recreation Association to better support participants with challenging behaviors. The No School Days program at Munhall Elementary served 135 students across 24 no-school days during the year. Before the Bell employs 19 staff members, and Baker Station employs 86. Staff retention is 59%, with many employees also serving on the summer camp and seasonal facilities staffs. Mr. Carne asked about participant demographics, including whether students come from dual-income or single-parent households and how many receive financial aid. Mr. Newman said that understanding why participants enroll in the programs could help staff plan more effectively. Mr. Ward asked whether children are separated by age, and Ms. Lara said they are not, but instead divide into smaller groups based on available activities. He also asked whether there is overlap between the school-age care programs and summer camps, and Ms. Lara confirmed that there is. The commissioners thanked Ms. Lara for the information.

Taylor Krawczyk and Jaz Lara left at 6:46 pm.

Land / Cash Fund Summary

Superintendent of Finance & Administration Ashlee Wallace reviewed the Land/Cash Fund as of 12/31/2025. The beginning fund balance on January 1, 2025 was \$3,249,900. Five developers paid the District \$339,321 in land/cash in 2025. A \$600,000 transfer to the Capital Fund resulted in a \$2,989,222 balance as of December 31, 2025. The District will collect approximately \$272,000 in 2026 from four of these developers. The Land/Cash Fund will offset the costs of future capital projects, including parks at Prairie Centre and The Springs.

Annual Investment Report

Ms. Wallace presented an overview of the District’s Fiscal Year 2025 investment portfolio. She outlined three investment objectives: safety, liquidity, and return. As of December 31, 2025, the District had \$27,426,659 invested across various accounts, with yields ranging from 3.56% to 5.02%. Investment income for 2025 totaled \$1,063,753, while bank and investment fees totaled \$7,475. The District has budgeted a 2026 spend-down of \$1,753,425 and anticipates declining yields. To help lock in current rates, Ms. Wallace plans to invest in maturities longer than one year. Mr. Thomson asked whether the District uses an investment advisor. Ms. Wallace said it does not but noted that she regularly builds her knowledge through seminars and webinars. Mr. Carne commented that, given the modest returns in 2025 and declining rates, the District should budget capital projects carefully. Mr. Ward asked whether the bank account used for operating expenses earns interest. Ms. Wallace explained that it is a credit-bearing account, meaning bank fees are offset by the amount of interest the account could earn.

Nominating Committee Presentation of the Slate of Officers

Mr. Goettel presented the nominating committee’s proposed slate of officers to be voted upon at the May 26, 2026 Annual Meeting:

President	Peggy McCarthy
Vice-President	Steve Ward
Secretary	Bob Carne
Assistant Secretary	Craig Newman
Treasurer	Jim Cooke
Assistant Treasurer	Karrsten Goettel
Commissioner	Bob Thomson

Mr. Carne moved and Mr. Newman seconded that the St. Charles Board of Commissioners accept the slate of officers as presented. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

Recreation

Kale Agreement

Mr. Kies asked the Board to consider renewing the lease agreement with Kale Training, LLC for a one-year term, beginning June 1, 2026, through May 31, 2027. Mr. Kies said that Kale is a great tenant at Sportsplex and has integrated well with the District's associate organizations. Ms. McCarthy asked if the District raised the cost and Mr. Kies confirmed it had.

Ms. McCarthy moved and Mr. Ward seconded that the St. Charles Park District Board of Commissioners renew the lease agreement with Kale Training, LLC for a one-year term for \$2,475 per month. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

Parks, Planning, and Facilities

Pottawatomie Campus Improvements

Superintendent of Parks & Planning Laura Rudow presented concept plans for proposed improvements to Pottawatomie Community Center, Pottawatomie Golf Course pro shop and the stonework in Pottawatomie Park. The improvements to Pottawatomie Community Center include: converting current recreation department offices into a dance studio; demolishing a portion of the parks department maintenance building and the entire parks department office to make room for two gymnasiums; adding a second floor above the existing multi-purpose rooms for offices; and adding an elevated indoor walking track within the perimeter of the gymnasiums. Mr. Carne asked about how many lanes other districts have in their walking tracks. Mr. Ward said that he really wants a "wow factor" for the gymnasium and would like to see floor to ceiling windows. Mr. Newman inquired about how this proposed renovation fits into the plans presented at the Capital Workshop last fall. Ms. Rudow said this project falls into the category of "renovating what we have" as the District is struggling to find an appropriate centralized location within the city in which to expand recreation space.

Ms. Rudow reviewed the proposed renovation of the golf course pro shop which includes removing the interior fireplace, replacing the flooring, moving the golf simulator to the south wall to improve player experience, and creating lounge areas for guests. The historic flagstone repairs would include removing broken flagstone, removing and reinstalling shifted bleachers, removing failing portions of grout, reinstalling flagstone where required, providing proper stone caps throughout to reduce the rate of future wall repairs and repointing all grout joints. Mr. Thomson asked about the condition of the restroom building in Pottawatomie Park and Ms. Rudow said that rotting wood had been replaced. Mr. Carne asked about the cost of the projects and Ms. Rudow said that she needs direction from the Commissioners as to whether staff are on the right track with the concept plans for these projects. The Commissioners agreed and directed staff to get pricing for each of the three projects. Ms. Cabel responded to questions on the District's current debt limit and tax rate impact.

Anderson Elementary School Playground Bid Opening

Ms. Rudow said bids were solicited to renovate the playground at Anderson Elementary School and opened on May 6, 2026. Although Daybreaker, Inc. was the lowest bidder, the District rejected

the bid because it did not meet the requirements outlined in the project specifications. Most importantly, the company has never installed a playground. Therefore, Maneval Construction, Ingleside, IL is the lowest responsible bidder with a base bid of \$264,191 and alternate #1 for \$5,476, for a total contract of \$269,667.

Mr. Cooke moved and Mr. Newman seconded that the St. Charles Park District Board of Commissioners approve the contract with Maneval Construction for a total contract of \$269,667. A roll call vote was taken. Aye: Carne, Cooke, Goettel, McCarthy, Newman, Ward and Thomson. Nay: none. The motion carried.

Change Orders #8 and #9 for East Side Sports Complex Restroom/Concession Stand

Mr. Cooke moved and Mr. Newman seconded that the St. Charles Park District Board of Commissioners approve change orders #8 and #9 to the contract with Lite Construction, Inc., in the amount of \$2,966 and \$5,036 respectively, to account for additional cameras, lighting in the plumbing chase, and exterior emergency lighting. A roll call vote was taken. Aye: Carne, Cooke, Goettel, McCarthy, Newman, Ward and Thomson. Nay: none. The motion carried.

Requests for Use

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

- 1) From Race Time, Inc. for the use of Pottawatomie Park for the purpose of hosting the 5K & Kids Dash event, on Wednesday, July 22, 2026; and
- 2) Movement For a Mission for the use of Pottawatomie Park for the purpose of hosting a yoga event fundraiser for cancer, on Sunday, May 17, 2026.

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

Director's Report

Ms. Cabel thanked the Commissioners who attended the Baker Community Center's 100th Anniversary Open House and the State of the City event. She said the Forest Preserve District of Kane County and the City of St. Charles are interested in investigating the potential of railbanking with the UPRR. The History Museum is unveiling the John Warren Gates bust this Sunday, May 17 at 2 pm. Ms. Cabel would like to have a ribbon cutting at the new disc golf course on Tuesday, June 23 before the Board meeting that night, potentially held at Hickory Knolls Discovery Center.

Commissioner Comments

Bob Carne: Mr. Carne was impressed by the Before the Bell/Baker Station presentation. He shared that the Baker Community Center looked great at the Open House, adding there were a lot more guests than he expected, and it was neat to see four mayors together. He asked Ms. Cabel about the City's progress with plans for the old police station.

Jim Cooke: Mr. Cooke said he is looking forward to working with Ms. Wallace when he is the new Treasurer.

Karrsten Goettel: No comments.

Peggy McCarthy: Ms. McCarthy thanked Ms. Wallace for the helpful land / cash and investment summary presentations. She also thanked Ms. Cabel for making the District look so good at last week's State of the City event at the Arcada.

Craig Newman: No comments.

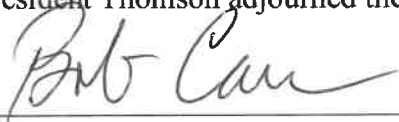
Bob Thomson: Mr. Thomson echoed the Commissioners' comments regarding the Baker Open House and the State of the City presentations. He asked for follow-up to the recent damage to the golf course greens.

Steve Ward: Mr. Ward shared that Ms. Cabel's presentation at the State of the City very clearly represented all that the District does to serve its residents.

Adjournment of Meeting

Mr. Cooke moved and Mr. Newman seconded that the meeting be adjourned. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

President Thomson adjourned the meeting at 7:56 p.m.



Secretary

Date Approved: May 24, 2026

