



**ST. CHARLES PARK DISTRICT BOARD MEETING**

**Pottawatomie Community Center**

**May 26, 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 26, 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, Karrsten Goettel (arrived at 6:34 pm), 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, Public Relations and Marketing Manager Erika Combs, PGA Golf Pro & Pottawatomie Golf Course Manager Ron Skubisz and Administrative Assistant Jenny Santos

**Guests present:** Interns Faith Brandonisio & JP Chaney

**Consent Agenda**

Mr. Cooke moved and Ms. McCarthy 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 May 12, 2026
- Approval of Bills as of April 30, 2026

<b>Account</b>	<b>Amount</b>
CORPORATE FUND	\$ 303,867.80
RECREATION FUND	\$ 88,484.06
LIABILITY INSURANCE	\$ 678.90
DEBT SERVICE FUND	\$ 476.75
REVENUE FACILITIES	\$ 67,161.35
NORRIS REC CENTER	\$ 20,974.88
SPORTSPLEX	\$ 12,010.09
CAPITAL	\$ 461,812.50
Total	\$ 955,466.33

- Approval of Cash and Investment Report as of April 30, 2026
- Approval of Revenue Expense Reports as of April 30, 2026

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

**Public Appearances**

Superintendent of Recreation Mike Kies introduced Faith Brandonisio & JP Chaney, the District’s 2026 summer interns. Ms. Brandonisio said she attended Kaneland High School is a recent graduate of Aurora University, majoring in Sports Management & Communications. Mr. Chaney attended Batavia High School and is a rising senior at Aurora University, majoring in Business Administration & Marketing. Both are very excited to have an unforgettable learning experience here at the St. Charles Park District!

*Faith Brandonisio & JP Chaney left the meeting at 6:36 pm.*

**Administration and Finance**

**Election of Officers**

Ms. McCarthy moved and Mr. Cooke seconded that the St. Charles Park District Board of Commissioners elect the following slate of officers, effective immediately:

<b>Position</b>	<b>Commissioner</b>
President	Peggy McCarthy
Vice President	Steve Ward
Secretary	Bob Carne
Treasurer	Jim Cooke
Assistant Secretary	Craig Newman
Assistant Treasurer	Karrsten Goettel
Commissioner	Bob Thomson

A voice vote was taken and the motion passed unanimously.

Mr. Thomson passed the gavel to Ms. McCarthy. Mr. Carne thanked Mr. Thomson for doing a good job as President the past two years.

**Annual Audit for Fiscal Period Ending December 31, 2025**

Ann Scales, Principal at Lauterbach & Amen, LLP, presented the highlights of the Annual Comprehensive Financial Report for Fiscal Period Ending December 31, 2025. She said the goal of the audit is to give an opinion on the financial practices of the District, and she was pleased to report that the auditor’s opinion is an unmodified one, which is a clean audit opinion, meaning the District’s financial records are materially correct. She directed the Commissioners to several different sections of the audit for them to review. Mr. Carne commended the staff for the clean audit.

Mr. Newman moved and Mr. Cooke seconded that the St. Charles Park District Board of Commissioners accept the FY2025 Annual Comprehensive Financial Report as presented. A roll call vote was taken. Aye: Carne, Cooke, Goettel, Newman, Ward, Thomson and McCarthy. Nay: none. The motion carried.

*Ann Scales left the meeting at 6:42 pm.*

Committee Assignments

President McCarthy asked the Commissioners if they were interested in changing their committee assignments. After a short discussion, Mr. Cooke moved and Mr. Thomson seconded that the St. Charles Park District Board of Commissioners approve the following Commissioners to represent the Board on select committees and/or organizations:

<b>Organization</b>	<b>Commissioner/Staff</b>	<b>Alternate</b>
Baker Community Center	Jim Cooke	
FVSRA	Bob Thomson	Ron Skubisz
Intergovernmental Monthly Mtgs	Peggy McCarthy & Bob Thomson	Steve Ward
STC Arts Council	Holly Cabel	
STC Business Alliance	Holly Cabel	
STC History Museum	Craig Newman	
STC Housing Commission	Karrsten Goettel	
STC Park Foundation	Steve Ward	Holly Cabel
STC River Corridor Foundation	Peggy McCarthy	Holly Cabel
Health & Benefits Committee	Steve Ward & Bob Carne	
Athletic Committee & Indoor Space	Jim Cooke & Karrsten Goettel	

A voice vote was taken and the motion passed unanimously.

**Parks, Planning, and Facilities**Requests for Use

Mr. Cooke moved and Mr. Thomson seconded that the St. Charles Park District Board of Commissioners approve the Apostolic Church of St. Charles's request for use of Lincoln Park for the purpose of hosting an evening of workshop on Saturday, June 20, 2026. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

**Special Reports**Fox Valley Special Recreation Association

Mr. Thomson said the FVSRA Board was canceled this morning.

St. Charles History Museum

Ms. Cabel reported that the presentation of the new bust of John W. Gates was a well-attended affair.

St. Charles Park Foundation

Mr. Ward encouraged the Commissioners to attend the Night on the Fox fundraiser on Friday night, July 31. He also asked if anyone had wine valued at \$20 more a bottle to consider donating

to the wine pull. Pistons in the Park will be in September and the Franklins Hot Dog truck will be there. The Swanson Pool bench has been redesigned to include a sun with rays instead of a beach ball. It will be paid for by an anonymous donor.

#### St. Charles Arts Council

Ms. Cabel said that Riverside Drive has a new painted mural on the roadway. The Paint the Town in a Banner Way will showcase banners this summer on the fences in Mt. St. Mary Park.

#### St. Charles Business Alliance

Ms. Cabel reported that attendance was excellent at this past weekend's Fine Arts Show. The SCBA is now preparing for its Friday Live and Wine Down Wednesday events on the First Street Plaza.

#### St. Charles Housing Commission

No meeting this month.

#### River Corridor Foundation

Ms. McCarthy reported that the RCF is exploring funding sources through endowments. They are also developing ideas for the next lecture series.

#### Baker Community Center

Mr. Cooke reported that the Annual Meeting was last week and everything is going well at the Baker Community Center. He is pleased to see the great working relationship between District staff and the Baker Community Center Board. He thinks the building is an asset to the community and commended Randy Braun and his staff for the excellent care they take in maintaining the one-hundred-year-old building.

#### Correspondence

Ms. Cabel referred to an email received the previous week from a concerned parent of an adult child with autism and his experiences at our aquatic facilities that she had shared with each of the Commissioners. Ms. Cabel said that Mr. Kies and his recreation team understand her concerns and are looking at ways to best support individuals with special needs that are consistent and impactful to all. Mr. Cooke suggested that after the staff have consulted with FVSRA and developed a plan, to meet with the parent for her input. Mr. Carne suggested that the person might benefit from Sensory Cove. Mr. Kies shared some of the ideas his team is considering.

Ms. Cabel shared some articles about the Park District that appeared recently in a couple of magazines. She also shared the Kane County Chronicle Readers' Choice Awards the District recently received, including "2026 Best Golf Course in Kane County!" for Pottawatomie Golf Course.

#### Director's Report

Ms. Cabel said the June 23<sup>rd</sup> meeting will be held at Hickory Knolls Discovery Center at 6:30 pm after the 6:00 pm ribbon cutting at the new disc golf course at Prairieview Pointe Park.

#### Commissioner Comments

**Bob Carne:** Mr. Carne gave kudos to the team for a clean audit. He also commended Mr. Kies and Ms. Combs for the marketing on social media of the upcoming rucking event.

**Jim Cooke:** Mr. Cooke told Ms. McCarthy he is happy to have her as President.

**Karrsten Goettel:** No comments.

**Craig Newman:** No comments.

**Bob Thomson:** Mr. Thomson attended the Memorial Day ceremony downtown and wondered what the ceremony might be like if the old police station became a park.

**Steve Ward:** Mr. Ward read an article that lead paint is falling from the UPRR trestle which made him think about the railbanking issue and wondered if there had been any progress yet. Ms. Cabel said that she has set up a meeting for first week of June to discuss and will report back.

**Peggy McCarthy:** Ms. McCarthy attended the art fair this weekend and said St. Charles looks great!

### **Executive Session**

Mr. Ward moved and Mr. Carne seconded that the St. Charles Park District Board of Commissioners move into a closed meeting for the purpose of considering the following subjects, per the Open Meetings Act, 5 ILCS 120/2: Section 2(c)(2) 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)(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, Goettel, Newman, Ward, Thomson and McCarthy. Nay: none. The motion carried.

President McCarthy moved the meeting into executive session at 7:18 pm.

*Erika Combs left the meeting at 7:18 pm.*

*Jeff Essig, Mike Kies, Laura Rudow, Jenny Santos, Ron Skubisz and Ashlee Wallace left executive session at 7:30 pm.*

The meeting returned to open session at 7:41 pm.

### **Other Business**

Mr. Newman moved and Mr. Goettel seconded that the St. Charles Park District Board of Commissioners approve a three-year contract and salary adjustment with Ashlee Wallace, Superintendent of Finance and Administration as presented. A roll call vote was taken. Aye: Carne, Cooke, Goettel, Newman, Ward, Thomson and McCarthy. Nay: none. The motion carried.

### **Adjournment of Meeting**

Mr. Thomson moved and Mr. Newman seconded that the St. Charles Park District Board of Commissioners adjourn. A voice vote was taken. Unanimous aye votes were cast; therefore, President McCarthy adjourned the meeting at 7:42 pm.



Secretary

Date Approved: June 23, 2026