



ST. CHARLES PARK DISTRICT BOARD MEETING

Pottawatomie Community Center

August 11, 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 August 11, 2026. At 6:30 p.m., President Peggy McCarthy called the meeting to order.

Roll Call

Administrative Assistant Jenny Santos called the roll.

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

Commissioners absent: Craig Newman

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, Pottawatomie Golf Course Manager & PGA Golf Pro Ron Skubisz and Administrative Assistant Jenny Santos

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 July 28, 2026

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

Public Appearances

None

Administration and Finance

Volunteer Manual Approval

Mr. Cooke moved and Mr. Carne seconded that the St. Charles Park District Board of Commissioners approve the updated Volunteer Manual. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

Personnel Policy 4.05: Mandated Reporter

Mr. Cooke moved and Mr. Carne seconded that the St. Charles Park District Board of Commissioners approve Personnel Policy 4.05: Mandated Reporter. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

License Agreement with City of St. Charles for Use of Langum Park on September 3, 2026

Mr. Carne moved and Mr. Ward seconded that the St. Charles Park District Board of Commissioners approve the License Agreement with the City of St. Charles for the Use of Langum

Park on September 3, 2026 for the purpose of launching a fireworks display. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

Recreation

No business.

Parks, Planning, and Facilities

Cambridge Park Concept Plan

Superintendent of Parks & Planning Laura Rudow presented concept plans for Cambridge Park that will be submitted with the 2027 OSLAD Grant application. She began with the public input she received during the on-site meeting with neighbors on July 14 at Cambridge Park. She asked them, “What playgrounds do you like nearby and why?” Responses included Langum Park because of the separate little kid and big kid structures and turf instead of woodchips, and Lincoln Park because of the tall slide and monkey bars. She also conducted a survey in which 42 residents responded and the most common requested items were shade over playground structures, pavilion or shelter for adults to have shade while at park with kids, drinking fountain that includes a bottle fill and dog bowl, and a basketball court like the one in Fox Chase. Other less requested amenities included garden plots, splash pad, flushable bathroom, mini golf course, fenced in playground and workout equipment.

Ms. Rudow shared the concept plan and the rationale for different amenities such as park benches with instructive signs for seated exercises and disc golf baskets in the part of the park that sometimes floods and thus cannot support other amenities. She addressed the renovation of the existing trail, which was originally designed to wind a lot in order to make a half-mile walking loop. It is not ADA accessible and should be renovated. However, the split is 50-50 of residents who like it and those who would like to see it redone. Ms. Rudow suggested that the entire concept plan, including the renovation of the trail, be included in the OSLAD grant application, but not include the cost of the trail renovation in the project total. This approach would allow time for the District to address the trail without an OSLAD deadline. Ms. Rudow worked with two different playground designers and presented their designs to the summer campers for their input. They really like the spinning net climber. Mr. Cooke asked about amenities for children with different abilities and Ms. Rudow said there were several that are accessible. The Commissioners gave Ms. Rudow the green light to complete the community input process with the designs she presented.

Security Contract

Mr. Cooke moved and Mr. Goettel seconded that the St. Charles Park District Board of Commissioners approve a one-year agreement with Per Mar Security for purpose of providing security and oversight in parks and facilities starting September 1, 2026 at a rate of \$32.34/hour per personnel. Mr. Thomson asked if the cost would be more than if we hired our own safety personnel. Ms. Rudow said the hourly rate is a little higher than what we would pay, to which Ms. Cabel added that once other employee-associated costs are added, the rate is comparable. Mr. Ward asked if the contracted employees work holidays and Ms. Rudow responded that they do, upon our request. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

Sport Courts Renovations Bid Opening

Mr. Carne moved and Mr. Ward seconded that the St. Charles Park District Board of Commissioners approve the contract with MCH Sports Surfaces, Inc. in the amount of \$85,000. A roll call vote was taken. Aye: Carne, Cooke, Goettel, Ward, Thomson and McCarthy. Nay: none. The motion carried.

Bolcum Road License Agreement

Mr. Cooke moved and Mr. Ward seconded that the St. Charles Park District Board of Commissioners renew the Bolcum Road License Agreement with Carlos Vinson for one year for a fee of \$685 per month. A voice vote was taken. Unanimous aye votes were cast and the motion carried.

Correspondence

Ms. Cabel shared Kane County Magazine with articles that featured District facilities and parks.

Director's Report

Ms. Cabel reminded Commissioners Thomson and McCarthy about the Intergovernmental meeting Thursday, August 13. The St. Charles Arts Council is hosting the Grand Reveal of the Plein Air event on August 22. Rusty Rodeo is Saturday, August 15 and we expect another large crowd at Mt. St. Mary Park. Today was the last day Swanson Pool's season; however, Otter Cove Aquatic Park will be open with end of season hours, as will River View Miniature Golf. Sculpture in the Park Artist Reception is Friday, August 28.

Commissioner Comments

Bob Carne: Mr. Carne said he walked River Bend Community Park and thinks it has the best wildflowers of any of the District's parks. He shared that when he took a walk along the east side of the river from Red Gate Bridge, he noticed the lack of signage regarding ebikes. He suggested signs would help prevent the speeding ebikes. Ms. Cabel responded that a large portion of the trail he walked belongs to the forest preserve and Ms. Rudow said that there are signs on the District's portion of the trail. Mr. Carne prefaced his last comment with looking at the big picture of the District's expenses, we should look at options to sell assets to see if it makes sense. To that end, he suggested selling the marketing building. Ms. Cabel said that the District does not own the Baker Annex and that at one time, it was a source of revenue when we rented out the second floor. However, it is needed now for office space.

Jim Cooke: Mr. Cooke questioned Mr. Carne's suggestion to sell the Annex, to which Mr. Carne further explained that the District needs to look at other sources of revenue.

Karrsten Goettel: No comments.

Bob Thomson: Mr. Thomson asked questions about signage regarding ebikes throughout the city and said he thought they once existed, but now he doesn't see them anymore. Mr. Thomson shared that he talked to a police officer who was patrolling a neighborhood who said he had stopped 25-30 ebike riders to educate them about ebike rules. Ms. Cabel responded that the City and Park District are collaborating on a plan to educate ebike riders.

Steve Ward: Mr. Ward went to lunch at Simple EJ's, the new restaurant on the east side of town, and they had a neat display of facts about St. Charles on the wall that highlighted the parks.

Peggy McCarthy: Ms. McCarthy commented that there are so many children who attend the Concerts in the Park series that we should consider a playground if we are to develop the old police station site with a bandshell. Mr. Thomson added that he attended the 7th Heaven concert last Thursday and it was so crowded. Ms. Cabel said that 2900 people attended!

Adjournment of Meeting

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

President McCarthy adjourned the meeting at 7:05 p.m.

A handwritten signature in cursive script, appearing to read "Bob Carne", written in dark ink.

Secretary

Date Approved: August 25, 2026