

**SAINT CHARLES PARK & RECREATION BOARD MINUTES**  
**PARK BOARD MEETING HELD**  
**July 15th, 2015**

The meeting was **Called to Order** by Vice - President Lanning at 6:00pm in the Meeting Room in Memorial Hall. **Roll Call** noted the following present for the meeting:

**Park Board -** Kathy Mudrovic, , Bradley Nowak, Linda Roche, Valerie Lanning, Mike Ryan, Tom Smith, Sandy Bichel and Council Liaison Feldman were present. TJ Slattery and Betty Barro were absent.

**Others -** Maralee Britton – Director, Chris Atkinson – Assistant Director  
Don Borgmeyer – Enterprise Superintendent, Nick Donze – Maint. Superintendent  
Teresa Martchink – Recreation Coordinator, Adi Powell – Recreation Supervisor  
Monica McCarthy – Administrative Coordinator, Todd Kassabaum – Chief Ranger

**Community Members –** Charlotte Worthington

**Verbal Petitions/Public Comments and Response:**

Charlotte Worthington spoke to the Park Board. As a past Board Member she thought it was important to update the Board on the Berthold Square property. She was aware that Mr. Dan Badock had approached the Park Board about possibly purchasing a portion of Berthold Square for an extension/addition to the Lewis & Clarks Restaurant he owns. A similar request came before the Board when Ms. Worthington served on the Board.

Ms. Worthington referred to the Mission Statement of the Parks & Recreation Department to make her point. The statement is below.

“The City of St. Charles Parks and Recreation Department provides parks, facilities and programs to enrich the quality of life for resident and visitors, **while preserving green space for future generations to enjoy**”

Mrs. Worthington requested that the Park Board not consider selling any portion of Berthold Square Park.

**Staff Reports/Presentations:** Adi Powell – Brochure/New Programs Update.

Adi presented the Board with the new Brochure. Thanked staff and specifically Leah Breuer for her design work in the layout of the new brochure.

She then highlighted some of the new programs and events. Also highlighted the new partnership with the Boys & Girls Club where we can use their new gymnasium for our programs.

Nowak asked if it was possible to look at some higher intensity workouts for the younger demographic.

Nowak also asked if there were any other social media platforms that were aimed or used by the younger demographics since Face book seems to not be so popular with the younger demographic.

Adi said she would look for instructors and into other forms of media.

The Board thanked staff for their work on creating the new programs and the look of the new brochure.

**Items for Discussion and/or Action:**

**A. Purchase with American Airlines in an amount not to exceed \$5,400.00 for deposit for flights to Hawaii in September 2016\***

Atkinson presented the purchase request. Mudrovic made a motion to approve the purchase. Seconded by Roche. Passed Unanimously.

**B. Change Order #1 with One-way Construction adding 3 Wapelhorst Park Pavilion roof replacements in the amount of \$18,700 to the original contract amount of \$49,705.81 for a new contract total of \$68,405.81\***

Atkinson presented the Change Order that was required due to a change in the scope of the project. Bichel made a motion to approve the contract. Seconded by Nowak. Passed Unanimously.

**C. Resolution #12, 2015 Request to declare equipment surplus for trade in\***

Nowak made a motion to approve Resolution #12, 2015. Seconded by Ryan. Passed Unanimously.

**D. Discussion of the Pedestrian and Bicycle Master Plan with Trailnet**

Britton informed the Board that staff has been meeting with representatives of Trailnet and the Public Works Department preparing for a new project that would create a new pedestrian and bicycle master plan for the City of St. Charles. Britton asked for any volunteers from the Board. Both Nowak and Bichel said that they would be interested in serving.

**E. Discussion of the Aquatics Comprehensive Plan.**

Britton reviewed with the Board the Work Session which took place the previous night. Staff and the Board were happy with how the meeting went.

**F. Purchase of LED Lights from Graybar Electric Co. for Frontier Park, Blanchette Park and Memorial Hall in an amount not to exceed \$33,266.51\***

Atkinson presented the contract. Bichel made a motion to approve the contract. Seconded by Mudrovic. Passed Unanimously.

**Meeting Minutes:**

**A. Parks & Recreation Board Meeting May 20, 2015\***

**B. Parks & Recreation Board Meeting June 17, 2015\***

Nowak moved to approve the meeting minutes from both meetings as presented.  
Seconded by Roche. Passed unanimously.

**C. Parks & Recreation Closed Session Minutes June 17, 2015\*\*\***

Smith requested that a change be made since he was not in attendance.

Roll Call Vote: Bichel – Yes, Nowak – Yes, Roche – Yes, Lanning – Yes, Ryan – Yes,  
Smith – Yes, Nowak – Yes, Mudrovic – Yes.

**Consent Agenda (Items to be received):**

The Consent Agenda was then addressed, which included the following:

- A. Calendar
- B. Financial Statement
- C. Accounts Receivable Report
- D. Project Report

Motion was made by Bichel to approve the Consent Agenda. Seconded by Smith. Passed unanimously.

**Items Removed from the Consent Agenda:** None

**Presidents Announcements and Reminders:** None

**Directors Report:**

- A. Thank You's (As Available)
- B. General Department Update.

Britton informed the Board about a possible new family orientated special event that is coming to Frontier Park. It is an event with Bass Pro in September of 2015. The event will focus on outdoor activities such as fishing, camping, kayaking etc. The goal in 2016 is to move the event to June and then it become an annual event.

Also mentioned that at the August Work Session the Election of Officers will take place along with the Council Buddies and park assignments.

**Board Member Announcements and Reminders:**

Lanning asked if a discussion could take place on recycling in parks. She also said that Barro had requested that a discussion take place on the future use of the Katy Depot and on pool hours.

**Council Liaison Announcements and Reminders:**

Feldman said that she thought the Joint Work Session discussing Aquatics went well. The City has several expensive projects on the horizon (storm water, 5th Street, Main Street) and they will have to discuss as a Council the best way to move forward. Feldman said she was comfortable that there would be some form of recommendation coming from the Council in the 60-90 day timeline that was set during the Joint Work Session.

**Park Board Liaisons Comments:**

**Foundation Report:** None

**Cemetery Report:** None

**Legislative Report:** None

As there was not any other business to discuss Bichel moved for **Adjournment** at 7.06 pm. Motion was seconded by Smith. Passed unanimously.

Meeting: July 15th, 2015

Respectfully Submitted,

Handwritten signature of Sandy Bichel in cursive script, written over a horizontal line.

Sandy Bichel - President

Handwritten signature of Mike Ryan in cursive script, written over a horizontal line.

Mike Ryan - Secretary