

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
September 23rd, 2015**

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

Park Board - Kathy Mudrovic, Valerie Lanning, Mike Ryan, Betty Barro, Tom Smith, Sandy Bichel and TJ Slattery were present. Bradley Nowak was absent.

Others - Maralee Britton – Director, Chris Atkinson – Assistant Director
Todd Kassabaum – Chief Ranger, Nick Donze – Maintenance Superintendent
Danielle Kruger – Concessions Coordinator,
Monica McCarthy – Administrative Coordinator
Don Borgmeyer – Enterprise Superintendent

Community Members – Dan & Emily Badock (Lewis & Clark Restaurant)
Sharlotte Worthington (Resident)
David Fichtenmayer (Resident)

Verbal Petitions/Public Comments and Response:

1. Request by Dan Badock, Owner of Lewis & Clarks Restaurant, of Berthold Square.

President Bichel welcomed Mr. Badock to the meeting and gave the floor to him.

Mr. Badock and his daughter Emily Badock presented the Park Board with drawings and a layout of a possible addition to their restaurant. Mr. Badock also presented the offer from Lewis & Clarks Restaurant to purchase a portion of Berthold Square for the expansion of the restaurant. The offer was the following:

- To purchase 1400 square feet of Berthold Square for \$30,000. The amount of the appraisal on the property was \$23,000.
- Lewis & Clarks would pay for re-landscaping of Berthold Square and for new sidewalk around the addition.
- Lewis & Clarks would pay \$1,000 annually for a 30 year term for the department for park maintenance.
- Provide an area in the addition that could be used to display photographs and memorabilia of St. Charles parks.
- Include a tribute to celebrate the 100 year anniversary of the St. Charles Parks Department.
- Donate 10% of all proceeds of Lewis & Clarks merchandise to the parks charitable foundation.

Resident Sharlotte Worthington also spoke to the Board. Ms. Worthington requested that the Park Board decline any offer to purchase a portion of Berthold Square Park or any other park.

Board Members then discussed the proposal and gave their opinions. Below is a list of some of their comments:

- Park land should never be viewed as available real estate nor surplus property
- The Board is serving the community as a whole and the 65,000 residents plus hundreds of thousands of visitors annually, not just the patrons of a restaurant
- Is the building next door for sale? If not, why should it be viewed that the park is for sale?
- “Just sidewalks” is how it is being portrayed for purchase when in reality, sidewalks, pathways and trails are just as important to a park system as grass, gardens, playgrounds, athletic fields, etc... Sidewalks are designed and carefully placed to create space and flow
- The Land Clearance Redevelopment Authority’s purpose was to revitalize Main Street in the 1970’s. Berthold Square has helped to accomplish this task by creating green space and a gathering area for visitors to Main Street. Because the park accomplished its goal of revitalization, why should it now be for sale? The deed specifically states “for public park purposes” for a reason and to protect it from potential sale such as right now
- The restaurant can make changes to the existing building to accomplish the same goals without purchasing the park
- Parks are vital to economic development as proven by the development of Berthold Square and the businesses that are flourishing around it. Main Street parks are business friendly creating the green space in an otherwise brick and mortar area. Without the parks, would Main Street be as attractive?
- What precedent does this sale of 1400 square feet set for other private businesses who would now believe park land is available for purchase and expansion of private development?
- The corner of First Capitol and Main Street is prime real estate. Being across from the First Missouri State Capitol Building and the Convention and Visitors Bureau sets a main entrance to the downtown area welcoming visitors.
- There was no concern on the actual design, or aesthetics of the new addition or of Mr. Badock being able to do a good job of the proposed addition.

The Park Board Members thanked Dan and Emily Badock for their presentation and offer.

Staff Reports/Presentations: None

Items for Discussion and/or Action:

A Motion was made by Barro to move Item K (Consideration of endorsing the sale of approximately 1400 square foot of Berthold Square Park immediately west of Lewis and Clark restaurant to Dan Badock.) to the top of the "Items for Discussion". Seconded by Slattery. Passed Unanimously.

Smith made the following motion.

I move that the Parks & Recreation Board endorse the sale of approximately 1,400 square feet of Berthold Square immediately west of the Lewis & Clark Restaurant to Dan Badock and to authorize the Board President and Parks & Recreation Director to perform all acts necessary to carry out the intent of this motion.

Smith also pointed out that a "yes" vote indicates you are in favor of selling the land. A "No" vote indicates you are not in favor of selling the land. A simple majority determines the question.

Motion was seconded by Lanning.

Roll Call Vote.

Barro – No,
Bichel – No,
Lanning – No,
Mudrovic – No,
Nowak – Absent,
Ryan – No,
Slattery – No,
Smith – No

Motion failed.

Bichel again thanked Dan & Emily Badock.

A. Transfers over \$5000.00*

Britton explained that this transfer was required due to the addition of programs and an increased demand in program registration. Smith made a motion to approve the Transfers. Seconded by Slattery. Passed Unanimously.

B. Agreement by and between the City of St. Peters, Missouri and the City of St. Charles, Missouri, for reciprocal use of the St. Peters Rec-Plex and the St. Charles Blanchette Aquatics Facility, McNair Aquatics Facility and the Wapelhorst Aquatics Facility*

Britton presented the contract. This would be a 2 year extension of the contract with the option of an additional 1 year extension. Slattery made a motion to approve the contract. Seconded by Mudrovic. Passed Unanimously.

C. Change Order #1 to contract with Butler Supply for the purchase of additional LED Street lights as part of the Park Lighting Project. Adding \$23,553.37 to original amount. New contract amount will be \$61,146.17*

Atkinson presented the Change Order that was required due to additional lights that could be purchased due to the fact that the original light purchase came in well under budget. Atkinson clarified following a question from Barro that the project funding has been in place all along. This change order allows staff to complete the street light replacement. Barro made a motion to approve the change order. Seconded by Ryan. Passed Unanimously.

D. Change Order #1 to ATT contract for cell phone/wireless service. Adding \$5,525.00 to original contract making new contract amount \$53,675.00*

Atkinson presented the Change Order that was required due to fact that the 4 year total contract amount of \$48,000 is close to being expended. Funding is needed to go through December 31st, 2105. Slattery made a motion to approve the change order. Seconded by Smith. Passed Unanimously.

E. Purchase of laser grading equipment in an amount not to exceed \$20,445.00 from Positioning Solutions Company*

Atkinson presented the purchase. Donze explained the benefits and cost savings that could be realized by doing this in house. Ryan asked if the first project could be Blanchette Field #2. Lanning made a motion to approve the purchase contract. Seconded by Ryan. Passed Unanimously.

F. Contract with ADB Industries to bore fiber to the Park Administration Office in an amount not to exceed \$13,000.00*

Atkinson presented the contract. This topic was discussed at an earlier work session. This would piggy back on the City contract and allow the contractor to bore a fiber line from Randolph into the Parks & Recreation Administration office. Smith made a motion to approve the contract. Seconded by Barro. Passed Unanimously.

G. Consideration of Procurement Policy Revisions*

Britton presented the updated policy that had been approved by the Legal Department. This policy was discussed at an earlier work session. Increase purchasing limits and also adds language for Change Orders.

Mudrovic made a motion to approve the purchase. Seconded by Barro. Passed Unanimously.

H. Consideration of Parks Department Cellular Telephone Policy Revisions*

Britton presented the updated policy that had been approved by the Legal Department. This policy was discussed at an earlier work session. Policy now mirrors the City policy.

Ryan made a motion to approve the purchase. Seconded by Mudrovic. Passed Unanimously.

I. Consideration of 2016 Recreation Operating Budget Amendment*

Britton presented the budget amendment. The Finance Department has yet to finalize the 2016 budget books for presentation to City Council which allows for the adjustment to happen prior to the budget being adopted by City Council.

Lanning made a motion to approve the purchase. Seconded by Slattery. Passed Unanimously.

J. Purchase of blinds for Memorial Hall from 3 Day Blinds in an amount not to exceed \$9,971.80 *

Atkinson presented the purchase. Kruger explained the style of blinds being purchased and why staff was recommending going with a vendor who is not the lowest bidder. Barro made a motion to approve the purchase contract. Seconded by Mudrovic. Passed Unanimously.

K. Consideration of endorsing the sale of approximately 1400 square foot of Berthold Square Park immediately west of Lewis and Clark restaurant to Dan Baddock.*

Moved to top of agenda.

L. Contract with Starwood Hotels & Resorts – Sheraton Princess Kaiulani for overnight lodging, dinner & entertainment during 2016 Hawaii Trip September 26th – October 2nd, 2016 in an amount not to exceed \$42,000*

Atkinson presented the purchase contract. This contract is for a 2016 trip but the hotel in Hawaii requires a \$1000 deposit now. Therefore it was decided to make the request for the Board to approve the entire contract amount. Slattery made a motion to approve the contract. Seconded by Mudrovic. Passed Unanimously.

Meeting Minutes:

A. Parks & Recreation Board Meeting August 19, 2015*

Barro made a motion approve the minutes of the meeting. Seconded by Slattery. Passed unanimously.

B. Parks & Recreation Board Work Session September 2, 2015*

Lanning made a motion approve the minutes of the meeting. Seconded by Ryan. Passed unanimously.

**C. Parks and Recreation Board Meeting Closed Session Minutes July 14, 2015
Leasing, purchase or sale of real estate where public knowledge of the transaction might adversely affect the legal consideration therefore (RSMo 610.021.2)***
Minutes were tabled for approval at a future meeting.**

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

Lanning requested that Item 7A (Calendar) be pulled from the Consent Agenda. Smith then made a motion approve the remaining items left on the consent agenda. Seconded by Mudrovic. Passed unanimously.

Items Removed from the Consent Agenda:

7A. Lanning asked what the "Halloween Hoopla". Borgmeyer explained that is the name of the new Parks Halloween event formally called the Halloween Spooktacular.

Slattery moved to approve the item removed from the Consent Agenda. Seconded by Smith. Passed Unanimously.

Presidents Announcements and Reminders:

Bichel informed the Board that Director Britton had been nominated for the Streetscape "Beyond the Best" Top 50 in Business Awards. The awards ceremony will be October 15th, 2015 at the Ameristar Casino if anyone is interested in attending they need to let Maralee know. The Board congratulated Britton for the honor.

Directors Report:

A. Thank You's (As Available)

Britton highlighted 2 thank you letters from the public.

B. General Department Update.

Updated the Board on the media story about the exhumation that would be taking place at Oak Grove Cemetery. County Police are hoping to solve a cold case from 1968.

Also asked if a Board member would volunteer to write an article from a Board members perspective for the brochure. Ryan volunteered.

Board Member Announcements and Reminders:

Slattery said he appreciated how the Board handled the "uncomfortable situation" with Mr. Badock earlier in the meeting.

Smith introduced Mr. David Fichtenmayer. He could be a possible new Park Board member in the future,

Council Liaison Announcements and Reminders: None

Park Board Liaisons Comments:

Foundation Report:

Mudrovic mentioned that the Glow Bowl was coming up Saturday November 14th from 12:30 pm through 5:00 pm.

Cemetery Report: None

Legislative Report: None


Bike/Pedestrian Plan Report:

Bichel mentioned that group had their first meeting. It had good attendance and people from a wide array of backgrounds. Will report back after additional meetings take place.

As there was not any other business to discuss Smith moved for **Adjournment** at 7:39 pm. Motion was seconded by Mudrovic. Passed unanimously.

Meeting: September 23rd, 2015

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Sandy Bichel", written over a horizontal line.

Sandy Bichel - President

A handwritten signature in cursive script, appearing to read "MS Ryan", written over a horizontal line.

Mike Ryan -Secretary