

6A

**SAINT CHARLES PARK & RECREATION BOARD MINUTES  
PARK BOARD MEETING HELD  
October 21st, 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, Bradley Nowak, David Fichtenmayer, Valerie Lanning, Mike Ryan, Betty Barro, Tom Smith, Sandy Bichel and Council Liaison Rod Herrmann were present. TJ Slattery was absent.

**Others -** Maralee Britton – Director, Chris Atkinson – Assistant Director  
Todd Kassabaum – Chief Ranger, Nick Donze – Maintenance Superintendent  
Don Borgmeyer – Enterprise Superintendent, John Pike Trip Coordinator.

**Community Members –** None

**Verbal Petitions/Public Comments and Response:** None

**Staff Reports/Presentations:**

John Pike the Trip Planner for the Department introduced himself and talked about his job and responsibilities. He talked about the numerous day trips and extended trips that are offered every year in the trip program. The Board thanked Mr. Pike for all that he does.

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

**A. Transfers over \$5000.00\***

Atkinson explained that the \$35,000 project transfer was requested so that a time sensitive project could be completed at Heatherbook Park before the winter weather set in. Smith asked if there were any other projects that could be used to take the funds from and staff said that there was not due to the fact that all other active projects have little or zero funding available in them.

Smith then asked if it was ok to separate the two transfers for separate votes. Smith Made that Motion. Seconded Buy Mudrovic. Passed unanimously.

Nowak then Made a Motion to approve the \$35,000 project transfer. Seconded by Barro. Barro – Yes, Bichel – Yes, Fichtenmayer - Yes Lanning – Yes, Mudrovic – Yes, Nowak – Yes, Ryan – Yes, Smith – No. Motion Passed 7-1.

Nowak then Made a Motion to approve the second transfer. A \$10,000 transfer to move funds from the Fuel Account to Overtime in the Maintenance Division. Seconded by Lanning. Passed Unanimously.

- B. Change Order #1 with Asphaltic Maintenance & Construction, Inc. Adding \$35,000 to original contract amount of \$70,500 for additional asphaltic project at Heatherbrook Park. New contract amount will be \$105,500\***

Atkinson presented the Change Order that was required to add the additional funding to the asphalt contract for the Heatherbrook Park Project. Lanning made a motion to approve the change order. Seconded by Mudrovic. Passed Unanimously.

- C. Agreement by and between The Eastern Missouri Police Academy and the City of St. Charles Parks & Recreation Board\***

Chief Ranger Kassabaum presented the contract. This would be a multiple year contract between the Department and the Police Academy. They would provide training and certification for all of the certified park rangers on a yearly basis. Lanning made a motion to approve the contract. Seconded by Ryan. Passed Unanimously.

**Meeting Minutes:**

- A. Parks & Recreation Board Meeting September 23rd, 2015\***

Smith made a motion approve the minutes of the meeting. Seconded by Mudrovic. Passed unanimously.

- B. Parks and Recreation Board Meeting Closed Session Minutes August 19, 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)\*\*\***

Smith Made a Motion to approve the Closed Session Minutes. Seconded by Mudrovic.

**Roll Call Vote.**

Barro – Yes,  
Bichel – Yes,  
Fichtenmayer - Yes  
Lanning – Yes,  
Mudrovic – Yes,  
Nowak – Yes,  
Ryan – Yes,  
Slattery – Absent,  
Smith – Yes

Motion passed.

**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

Smith made a motion approve the items on the consent agenda. Seconded by Nowak. Passed unanimously.

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

**Presidents Announcements and Reminders:**

Bichel informed the Board that she and some staff had attended the awards banquet recognizing Director Britton as one of the winners of the Streetscape "Beyond the Best" Top 50 in Business. The Board congratulated Britton for the honor.

**Directors Report:**

- A. Thank You's (As Available)

Britton highlighted several thank you letters from the public.

- B. General Department Update.

Informed the Board that the "Halloween Hoopla" event is scheduled from 6:00 – 8:00pm on Sunday October 25<sup>th</sup> at Memorial Hall.

- C. Aquatics Comprehensive Plan Update

Britton updated the Board on the aquatics plan. Currently City officials are meeting with the City's bond council to look at several different scenarios (Since the City has several needs) for bonding projects in the future. Goal is to have some form of recommendation by the end of this budget year.

**Board Member Announcements and Reminders:** None

**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

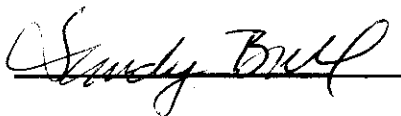
**Legislative Report:** None

**Bike/Pedestrian Plan Report:** None

As there was not any other business to discuss Smith moved for **Adjournment** at 7:14 pm. Motion was seconded by Mudrovic. Passed unanimously.

Meeting: October 21st, 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