

ST. CHARLES PARK & RECREATION BOARD MINUTES
WORK SESSION MEETING HELD
February 4th, 2015

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

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

Others - Maralee Britton - Director Parks and Recreation,
Chris Atkinson – Assistant Director
Don Borgmeyer – Enterprise Superintendent
Todd Kassabaum – Chief Park Ranger
Nick Donze – Maintenance Superintendent

3. Introduction of Newly Hired Parks & Recreation Personnel

Parks Superintendent Nick Donze introduced several members of his staff that have been recently hired or promoted or have not had a chance to come before the Park Board before. Each of the staff members introduced themselves and gave a little history on their work experience.

Chris Williams is the Parks Mechanic. Has a background in working in private sector mechanic shops. Been on staff nearly 3 years in the position that was created.

Chris Bunch is the newly hired Park Construction Foreman. Only been working with Parks for two weeks. Has over 35 years of construction experience.

Gary Gerber is the Park Operations Foreman. Been on staff three years and filled a newly created/consolidated position. Background is in golf course maintenance.

Tyler Hoff. Promoted from seasonal position to full time Maintenance II position in late 2014. Is responsible for operations of Mueller Soccer Complex and ball diamond mowing crew.

Ryan Roseman. A new hire in November of 2014. Filled a vacant Maintenance III position. Has a background in HVAC and mechanical engineering.

Dee Burkemper is the newly hired Park Horticulturist. Worked for St. Charles County Parks in the past.

Adam Boscheers was promoted to Maintenance III position in 2014. Originally a seasonal employee that was promoted to full time and then promoted again to this position. Has a background in construction and is now on the construction crew.

The Board members welcomed all of the employees to the Parks & Recreation Department and thanked them for their work.

4. **2014 Ranger Division Report**

Chief Park Ranger Kassabaum presented the 2014 yearend report. Explained some of the difference in the numbers from previous years is due to new CAD system and how rangers now log their activity.

He also presented the number of citations for dogs in Frontier Park during special events and staffing hours for 2014.

Finally presented an overview of COPS camp, motorcycle safety classes and ongoing Ranger Division Training.

The Board thanked Chief Ranger Kassabaum and his staff for all they do for the department throughout the year.

5. **Discussion of 2015 Department Priorities**

Britton presented the whole Board with 2015 priorities that were discussed at the Executive Committee Meeting the previous week. Going to focus on several areas: - —

- Infrastructure. Major projects in 2015 such as the KATY Depot, old Boys and Girls Club site and Heatherbrook Park.
- Efficiency. Continued replacement of old lights with LED lights and programmable lights at ball fields.
- Aquatics Comprehensive Plan. Complete the plan and meet with City Council to develop a plan for possible replacement and funding sources.
- Community Outreach. Focus on programs for active adults, surveying park and program users. Address issues brought up in Top 10 Initiative and redesign the website.
- Planning. Explore future trail possibilities and coordination with GRG, MODOT and St. Charles County Parks.

6. **Discussion of Former Boys & Girls Club Facility**

Britton updated the Park Board on the old Boys & Girls Club Site. Currently the facility is vacated. City is waiting on letter from Boys & Girls Club to officially release the building to the City. Legal Dept. is preparing legislation to dedicate property to Parks. Staff are receiving quotes for hazardous materials inspections and preparing demolition documents. Current goal of staff is to have the building demolished before Blanchette Aquatic Facility opens for the 2015 season.

7. **Adopt a Park.**

Lanning: Good

Ryan: Had a question about additional trash cans at Fox Hill Park. Staff said they reduce the amount of cans in the winter and will bring more out in the spring.

Bichel: Asked about restriping the parking lot at Kiwanis Park. Atkinson said it was the schedule for 2015.

Barro: Blanchette looked good.

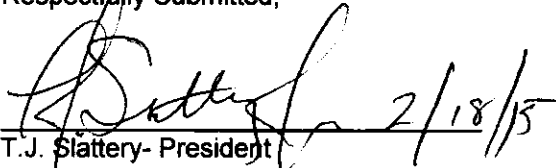
Slattery: Good.

Mudrovic: Said Frontier looked great.

As there was not any other business to discuss Bichel moved for **Adjournment** at 7:05pm. Seconded by Barro. Passed unanimously.

Park Board Work Session Meeting February 4th, 2015

Respectfully Submitted,


T.J. Slattery- President


Sandy Bichel- Secretary