

SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
April 17th, 2019

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

Board Leah Akers, Sandy Bichel, Patrick Caskey, Kathy Mudrovic, Bradley Nowak, Mike Ryan, Tom Smith and Council Liaison Mary Ann Ohms were present.

David Fichtenmayer and Brad Harmon and were absent.

Others Maralee Britton -- Director, Chris Atkinson - Assistant Director, Todd Kassabaum - Chief Ranger.

Community Members - Kara Elms

3. Verbal Petitions/Public Comments and Response:

Kara Elms read a prepared statement to the Board in regards to her opinion that the City/Parks should provide additional liability insurance to children/youth that are enrolled in Parks sponsored programs.

4. Staff Reports/Presentations: None

5. Items for Discussion and/or Action-

A. Consideration for Approval of the 2020 – 2025 Parks & Recreation Capital Improvement Plan*

Britton presented the CIP. The Finance Committee had reviewed and approved the plan at their meeting on April 12th, 2019. Britton highlighted and explained to the Board any major changes, project additions or funding allocations that have changed for the plan. Some highlights were: Funding added in 2020 to complete the McNair Field #1 Concession Area Project, Electrical Upgrade Project in Blanchette Park. The Kiwanis Park Playground Replacement Project was moved forward to 2020 and funds were added to replace the gazebo at the Blanchette Landing Boat Ramp and to increase accessibility for fishing at Fountain Lakes in 2020. The Replacement Fund for the entire department was also reviewed and updated.

Nowak made a motion to approve the 2020-2025 Capital Improvements Plan; seconded by Bichel which passed.

B. Consideration for Recommendation of the 2020 – 2025 Oak Grove Cemetery Capital Improvement Plan*

Britton presented the plan to the Board. The Finance Committee had reviewed and approved the plan at their meeting on April 12th, 2019. The plan had no additions or subtractions from previous years. The Dump Truck was pushed back a year from 2020 to 2021.

Ryan made a motion to approve the 2020-2025 Capital Improvement Plan for Oak Grove Cemetery; seconded by Mudrovic which passed.

C. Consideration for Approval of the 2019 COPS Camp Parent Manual *

Caskey made a motion to approve the manual; seconded by Ryan which passed.

D. Resolution #2, 2019; Request to declare equipment surplus*

Ryan made a motion to approve the resolution; seconded by Akers which passed.

E. Consideration for Approval of the Special Event/Activity Liability Insurance Requirements Policy*

Ryan made a motion to approve the Policy; seconded by Mudrovic which passed.

6. Meeting Minutes:

A. Parks & Recreation Board Meeting Minutes March 20, 2019*

Bichel made a motion to approve the meeting minutes; seconded by Mudrovic which passed.

7. 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
- E. Financial Transactions from \$7,500 to \$10,000
- F. Oak Grove Cemetery Advisory Board Minutes January 10, 2019

Bichel made a motion to receive the consent agenda. Seconded by Caskey which passed.

8. Items Removed from the Consent Agenda: None

9. Presidents Announcements and Reminders: None

10. **Directors Report:**

A. **Thank You's (As Available) -**

B. **General Department Update -**

Britton highlighted the Thank You from a donor to the Foundation. Also said that staff were working on the City's 250th Anniversary Celebration/Parade on May 18th, 2019. Parks will have afloat in the parade and be representing the 1910's. Currently working with Girl Scouts and staff to finalize the float.

11. **Board Member Announcements and Reminders:**

Akers - None

Bichel - None

Caskey - None

Mudrovic - None

Nowak - Asked that staff once the new Wapelhorst Restroom project is completed to do some type of opening/dedication to get PR for the Department and promote the project.

Ryan - None

Smith - None

12. **Council Liaison Announcements and Reminders:**

Ohms said the pedestrian crossing to Fox Hill Park is currently under construction. Also that there will be a new Mayor and 2 new City Council Members at the May 7th, 2019 Council Meeting.

13. **Park Board Liaisons Comments:**

A. **Foundation Report:** None

B. **Cemetery Report:** None.

C. **Legislative Report:** None

At 6:34 pm Ryan Made A Motion to go into Closed Session to discuss the following:

A. Legal actions, causes of action, or litigation. (RSMo 610.021.1)**

B. Leasing, purchase or sale of real estate where public knowledge of the transaction might adversely affect the legal consideration thereof. (RSMo 610.021.2)**

C. Hiring, firing, disciplining or promoting of particular employees when information relating to the performance or merit of individual employees is discussed or recorded. (RSMo 610.021.3)**

Seconded by Ryan.

Roll Call vote: Leah Akers - Yes, Sandy Bichel - Yes, Patrick Caskey - Absent, David Fichtenmayer - Absent, Brad Harmon - Absent, Brad Nowak - Yes, Kathy Mudrovic - Yes, Mike Ryan - Yes, Tom Smith - Yes.

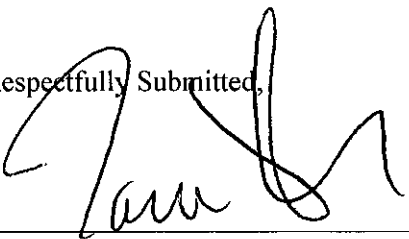
Nowak left the Closed Session at 6:45 pm.

At 6:54 pm Caskey Made A Motion to come out of Closed Session. Seconded by Mudrovic.

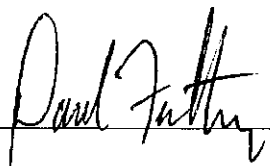
Roll Call vote: Leah Akers - Yes, Sandy Bichel - Yes, Patrick Caskey - Absent, David Fichtenmayer - Absent, Brad Harmon - Absent, Brad Nowak - Yes, Kathy Mudrovic - Yes, Mike Ryan - Yes, Tom Smith - Yes.

As there was not any other business to discuss Ryan moved for Adjournment at 6:55pm. Seconded by Mudrovic which passed.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Tom Smith", written over a horizontal line.

Tom Smith - President

A handwritten signature in black ink, appearing to read "David Fichtenmayer", written over a horizontal line.

David Fichtenmayer -Secretary