

**SAINT CHARLES PARK & RECREATION BOARD MINUTES**  
**PARK BOARD MEETING HELD**  
**October 20, 2021**

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

**Board** Denise Childress, Kathy Mudrovic, Brad Harmon, Tuss Peluchette, Mike Ryan, Merle Schneider, Tom Smith and Council Liaison Denise Mitchell were present. Patrick Caskey and Mike Hannegan were absent.

**Staff** Maralee Britton – Director, Chris Atkinson- Assistant Director.  
Peter VanLinn – Maintenance Superintendent, Gary Gerber – Maintenance Foreman  
Shawn Creason – Maintenance II.

**Others** None

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

4. **Staff Reports/Presentations:**

New Parks employee Shawn Creason introduced himself. The Board welcomed him.

5. **Items for Discussion and/or Action-**

A. **Resolution #4, 2021 - Request to Declare Equipment Surplus\***

Peluchette made a motion to approve the request; seconded by Childress.

B. **Budget Amendment #2, 2021\***

Smith made a motion to approve Budget Amendment #2; seconded by Mudrovic.

C. **Purchase of shade structures and picnic tables for Wapelhorst Aquatic Facility from All Inclusive Rec in an amount not to exceed \$38,020.12\***

Peluchette made a motion to approve the purchase; seconded by Mudrovic.

D. **Consideration of Revision to the St. Charles Parks & Recreation Board Rules of Order\***

Childress made a motion to approve the request; seconded by Smith.

E. **Contract with Hilton Daytona Beach Oceanfront Resort for overnight lodging September 13<sup>th</sup> and 14<sup>th</sup>, 2022 for trip participants in an amount not to exceed \$12,834.50\***

Peluchette made a motion to approve the contract; seconded by Mudrovic.

F. **Transfers over \$10,000\***

Smith made a motion to approve the transfers; seconded by Peluchette.

6. **Meeting Minutes:**

- A. Parks & Recreation Board Meeting Minutes September 15, 2021\*
- B. Parks & Recreation Board Work Session Meeting Minutes October 6, 2021\*

Childress made a motion to approve the meeting minutes A & B; seconded by Mudrovic.

- C. Parks & Recreation Board Work Session Meeting Minutes October 6, 2021\*\*\* Closed Session Records that identify the configuration of components or the operation of a computer, computer system, computer network, or telecommunications network, and would allow unauthorized access to or unlawful disruption of a computer, computer system, computer network, or telecommunications network of a public governmental body. (RSMo 610.021.21, as amended)\*\*\*

Childress made a motion to approve the Closed Session meeting minutes; seconded by Peluchette.

Roll Call vote: Patrick Caskey - Absent, Denise Childress- Yes, Mike Hannegan - Absent, Brad Harmon – Yes, Kathy Mudrovic - Yes, Mike Ryan - Yes, Merle Schneider - Yes, Tuss Peluchette - Yes, Tom Smith – Yes. Motion 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 Report

Childress made a motion to approve the consent agenda; Seconded by Peluchette.

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 updated the Board that the Park Board Holiday Party will be held on December 9<sup>th</sup>. Invitations will be going out soon.

Forget Me Not Park Dedication is scheduled for November 23<sup>rd</sup> at 10:00am at the park location.

Staff also met with representatives from SSM about developing a partnership between the two agencies. SSM will be attending some upcoming events in Memorial Hall.

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

Childress said she attended the Move in The Park and it went well. Asked about possibly doing them more often. Also asked about the chain link fence at Oak Grove Cemetery. Staff said they would investigate who owns it.

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

Mitchell stated that the Youth Advisory Group are planning on doing some community service projects within Parks.

Asked about the steps at Wapelhorst that was an Eagle Scout Project. Staff said they would investigate.

13. **Park Board Liaisons Comments**

**A. Foundation Report:** Mudrovic reminded the Board about the Foundation Glo Bowl Fundraiser that will be held on Saturday November 13<sup>th</sup>.

**B. Legislative Report:** None.

As there was no further business to discuss Smith moved for **Adjournment** at 6:28 pm; Seconded by Mudrovic.

Meeting: October 20, 2021

Respectfully Submitted,

  
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Mike Ryan - President

  
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Denise Childress - Secretary