

**SAINT CHARLES PARK & RECREATION BOARD MINUTES  
PARK BOARD MEETING HELD  
March 15th, 2017**

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 -** Sandy Bichel, CJ Evans, David Fichtenmayer, Valerie Lanning, Kathy Mudrovic, Bradley Nowak and Tom Smith were present. Drew Garvey and Mike Ryan were absent.

**Others -** Maralee Britton - Director  
Chris Atkinson – Assistant Director  
Nick Donze - Maintenance Superintendent  
Todd Kassabaum - Chief Park Ranger  
Don Borgmeyer - Enterprise Superintendant

**Community Members –** Larry Best, Devin Best and Eva Best.

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

**Staff Reports/Presentations:** None

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

- A. **Contract with Huntleigh Dealership Services Inc. for the purchase of a new 40 seat passenger bus for the Enterprise Division in an amount not to exceed \$122,408.00\***

Atkinson presented the information. Nowak made a motion to approve the contract; seconded by Mudrovic which passed.

- B. **Contract with Broyles Lawn Care LLC. to provide park system mowing services in 2017 in an amount not to exceed \$21,000.00\***

Atkinson presented the information. Lanning made a motion to approve the contract; seconded by Smith which passed.

- C. **Contract with Schafer Meyer Seed-Sod for the purchase of ball field supplies to be used on C.I.P. Projects in 2017 in an amount not to exceed \$16,251.00\***

Atkinson presented the information. Fichtenmayer made a motion to approve the contract; seconded by Mudrovic which passed.

**Meeting Minutes:**

- A. Parks & Recreation Board Meeting Minutes February 15, 2017\*
- B. Parks & Recreation Board Work Session Meeting Minutes March 1, 2017\*

Lanning made a motion to approve the Board Meeting minutes from February 15th, 2017 and March 1st, 2017; seconded by Smith which 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
- E. Financial Transactions from \$7,500 to \$10,000

Fichtenmayer made a motion approve the consent agenda; seconded by Mudrovic which passed.

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

**Presidents Announcements and Reminders:**

Bichel and the Board thanked Britton for the presentation on the progress of Pop P projects that she did at the Joint City Council Work Session on March 14th, 2017.

Bichel also said that the newest PLAY flip book looked great.

**Directors Report:**

- A. Thank You's (As Available)
- B. General Department Update

Britton mentioned that several staff just got back from attending the MPRA Annual Conference at Branson, MO. Staff got lots of good information from the sessions.

The Aquatics Report will be presented to the Board at the April 5th Work Session.

The C.I.P. will be presented to the full Board at the April 19th meeting. The Executive Committee will meet to discuss before that date.

**Board Member Announcements and Reminders:** None

**Council Liaison Announcements and Reminders:** None

**Park Board Liaisons Comments:**

**Foundation Report:** Will meet next week on the 23rd. Still discussing possible part time Executive Director.

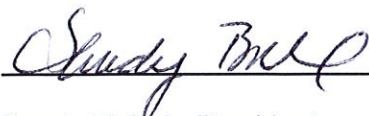
**Cemetery Report:** No meeting in March. Will meet again in May.

**Legislative Report:** None.

As there was not any other business to discuss Smith moved for **Adjournment** at 6:39pm; seconded by Mudrovic which passed.

Meeting: March 15th, 2017

Respectfully Submitted,

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

Sandy Bichel - President

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

Tom Smith  
*Treasurer*