

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
April 19th, 2017**

The meeting was **Called to Order** by President Bichel at 6:02pm in the Meeting Room in Memorial Hall. **Roll Call** noted the following present for the meeting:

Park Board - Sandy Bichel, CJ Evans, Drew Garvey, Valerie Lanning, Kathy Mudrovic, and Tom Smith were present and David Fichtenmayer, Bradley Nowak 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 - None

Verbal Petitions/Public Comments and Response: None

Staff Reports/Presentations: None

Items for Discussion and/or Action:

A. Consideration of Parks & Recreation 2018-2023 Capital Improvements Plan*

Britton presented the information. A discussion took place about potential upgrades that could be done at the Blanchette Baseball Fields. It was decided that a Planning And Development Committee be set up to discuss the options available. The committee will include Ryan, Smith, Bichel and Garvey.

Smith made a motion to approve the Capital Improvements Plan; seconded by Mudrovic which passed.

B. Recommendation of Oak Grove Cemetery 2018-2023 Capital Improvements Plan*

Britton presented the information. Smith made a motion to recommend the Cemetery Capital Improvements Plan to the City Council; seconded by Lanning which passed.

C. Aquatic Facility Owner Representative Agreement with Navigate Building Solutions for Project Management Services for the Construction of Blanchette Aquatic Facility and Renovation of Wapelhorst Aquatic Facility in an amount not to exceed \$430,700.00*

Britton presented the information. Lanning made a motion to approve the Contract; seconded by Evans which passed.

- D. Contract with First Student Inc. to provide transportation during Summer Fun Day Camp and COPS Camp in 2017 in an amount not to exceed \$21,600.00***

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

- E. Change Order #2 with Vandalia Bus Lines adding \$10,010.00 for three additional overnight trips to the Contract Amount of \$14,470.00 for a total new contract amount not to exceed \$24,480.00***

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

- F. Contract with The Crockett Hotel to provide overnight lodging May 5-8, 2018 for Recreational Trip Participants on the "San Antonio & Texas Hill Country" Trip in an amount not to exceed \$20,123.96***

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

- G. Change Order #1 with Springhill Suites by Marriott Schaumburg adding \$683.10 for additional rooms on the two night stay on June 2nd, 3rd & 4th, 2017 to the Original Contract Amount of \$9,904.95 for a total new contract amount not to exceed \$10,588.05***

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

Meeting Minutes:

- A. Joint Meeting of the City Council and the Parks & Recreation Board March 14th, 2017***
B. Parks & Recreation Board Meeting March 15, 2017*
C. Parks & Recreation Board Work Session Meeting April 5, 2017*

Evans made a motion to approve the Board Meeting minutes from March 14th, 2017, March 15th, 2017 and April 5th, 2017; seconded by Smith which passed.

- D. Parks & Recreation Board Closed Session Minutes March 1, 2017, 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)*****

Smith made a motion to approve the Closed Session Minutes from March 1st, 2017. Seconded by Mudrovic.

Roll Call vote: Roll Call Vote: Sandy Bichel - Yes, CJ Evans - Yes, Drew Garvey - Yes, Valerie Lanning - Yes, Kathy Mudrovic - Yes, and Tom Smith - Yes.

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

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

Items Removed from the Consent Agenda: None

Presidents Announcements and Reminders: None

Directors Report:

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

Britton mentioned that staff were busy preparing for the summer openings of the Aquatic Facilities and Day Camps.

Board Member Announcements and Reminders:

Smith asked about the condition of the entrance road to Fountain Lakes (Skate park side). Staff said that the repair is scheduled in the 2017 CIP.

Lanning asked if staff had looked into "Hamilton" group tickets for our trip program. Staff said they would check with John Pike.

Council Liaison Announcements and Reminders: None

Park Board Liaisons Comments:

Foundation Report: None

Cemetery Report: None

Legislative Report: None.

At 6:58 pm Lanning Made A Motion to go into Closed Session to discuss the following:

- 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)**

Seconded by Garvey.

Roll Call vote: Roll Call Vote: Sandy Bichel - Yes, CJ Evans - Yes, Drew Garvey - Yes, Valerie Lanning - Yes, Kathy Mudrovic - Yes, and Tom Smith - Yes.

At 7:56 pm Lanning Made A Motion to come out of Closed Session. Seconded by Mudrovic.

Roll Call vote: Roll Call Vote: Sandy Bichel - Yes, CJ Evans - Yes, Drew Garvey - Yes, Valerie Lanning - Yes, Kathy Mudrovic - Yes, and Tom Smith - Yes.

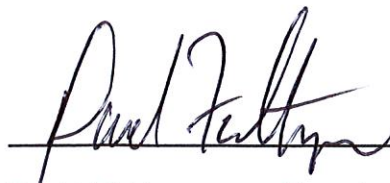
As there was not any other business to discuss Smith moved for Adjournment at 7:57pm. Seconded by Mudrovic which passed.

Meeting: April 19th, 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 black ink, appearing to read "David Fichtenmayer", written over a horizontal line.

David Fichtenmayer -Secretary

