

**SAINT CHARLES PARK & RECREATION BOARD MINUTES  
PARK BOARD MEETING HELD  
May 17th, 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, Mike Ryan, Tom Smith and Council Liaison Mary Ann Ohms were present and Drew Garvey was absent.

**Others -** Chris Atkinson – Assistant Director  
Nick Donze - Maintenance Superintendent

**Community Members -** None

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

**Staff Reports/Presentations:** None

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

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

Atkinson presented the information on the transfers. Smith made a motion to recommend the transfers; seconded by Nowak which passed.

**B. Contract with John Rufkahr Jr. Concrete Company to pour footings, walls and flatwork for McNair Maintenance Facility in an amount not to exceed \$61,465\***

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

**C. Prop P Contract Change Order Procedures\***

Atkinson presented the information on the changes requested for the Prop P projects. The change order procedures would match what the City currently uses for their larger projects.

Smith made a motion to adopt the new change order procedures; seconded by Nowak which passed.

**D. Contract for Purchase and Sale 136,336 Square Feet of property from Norfolk Southern Railway Company in an amount not to exceed \$545,344\***

Atkinson presented the information. Smith requested a Roll Call vote.

Bichel - Yes  
Evans - Yes  
Fichtenmayer - No  
Garvey - Absent  
Lanning - Yes  
Mudrovic - Yes  
Nowak - Yes  
Ryan - No  
Smith - No

Motion passed with 5 - Yes votes against 3 - No votes.

**Meeting Minutes:**

**A. Parks & Recreation Board Meeting Minutes April 19, 2017\***

Smith made a motion to approve the Board Meeting minutes from April 19th, 2017; seconded by Mudrovic 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

Smith made a motion approve the consent agenda; seconded by Lanning 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
- C. NRPA Conference September 25 - 29
- D. June Work Session- Tour of Parks and Projects

Atkinson informed the Board that staff were working on an emergency repair on the pool pump turbine for the lap pool at the Blanchette Aquatic Facility. Pump has been pulled and is being worked on. Hopeful that it will be repaired and staff will be able to get in reinstalled in time for pool opening day of May 27th.

Atkinson asked if any Board members who were interested in attending the NRPA National Conference this year to let Maralee know.

Atkinson informed the Board that at the June 7th Work Session the plan was to do a bus tour around the parks and end with a BBQ.

**Board Member Announcements and Reminders:** None

**Council Liaison Announcements and Reminders:**

Mary Ann Ohms informed the Board that Music on Main begins on May 17th. Also that the City Council just approved allowing the Festival of the Little Hills to close and use Riverside Drive for their festival.

**Park Board Liaisons Comments:**

Smith asked if we had used Valpak for promotions before. Atkinson said that they use it for Aquatics.

Lanning asked for an update at a future Work Session on recycling in Parks.

Nowak welcomed the new City Council Liaison and thanked Linda Noble for the great work that she does.

**Foundation Report:** Working with the Mayor on a possible project.

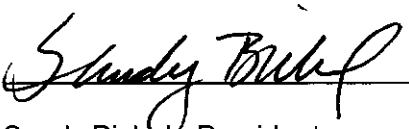
**Cemetery Report:** None

**Legislative Report:** None.


As there was not any other business to discuss Fichtenmayer moved for **Adjournment** at 6:37pm. Seconded by Smith which passed.

Meeting: May 17th, 2017

Respectfully Submitted,

A handwritten signature in cursive script, reading "Sandy Bichel", written over a horizontal line.

Sandy Bichel - President

A handwritten signature in cursive script, reading "David Fichtenmayer", written over a horizontal line.

David Fichtenmayer -Secretary