

ST. CHARLES PARK & RECREATION BOARD MINUTES
WORK SESSION MEETING HELD

May 3rd, 2017

The meeting was **Called to Order** by President Bichel at 6:00 pm in the American Legion Meeting Room at 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 West were present. Drew Garvey was absent.

Others - Maralee Britton – Director
Chris Atkinson -Assistant Director
Nick Donze - Maintenance Superintendent
Chris Bunch - park Maintenance Foreman
Don Borgmeyer - Enterprise Superintendant
Teresa Martchink- Recreation Coordinator

3. Contract with BAX Engineering Co. to provide Professional Engineering Services for the Intersection of Muegge Road and Prongue Drive and Entrance Road into Wapellhorst Park in an amount not to exceed \$89,010.00*

Britton and Atkinson presented the information and contract. Parks is responsible for the design fees. The Public Works Department is currently submitting the construction portion of the costs to the County Road Board for possible funding. A decision will be made in October 2017 on if it will be funded through the County with some assistance also provided by the Public Works CIP.

Lanning made a motion to approve the contract; seconded by Ryan which passed.

4. Consideration of Amending the Day Camp Parent Policy Manual*

5. Consideration of Amending the Day Camp Section of the Enterprise Employee Policy Manual*

Borgmeyer and Martchink discussed the changes that have been made to both documents referenced in Item 4 & 5. The main updates involved defining what exactly the Summer Fun Day Camp is and is not to parents of children and new "Participant Code of Conduct

Nowak made a motion to approve the amendments to both documents; seconded by Mudrovic which passed.

6. 2017 Verbal Projects Update.

Donze and Bunch provided an update on all of the projects that have been completed by the Construction Crew in 2017.

7. Prop P Update

Britton & Atkinson presented the Board with a timeline of dates for the Aquatic Facility Construction Projects.

Bids will be advertised on May 15th, 2017

Deadline to respond and submit bids is June 6th, 2017.

Bid recommendation will be presented to City Council on June 20th, 2017.

Bid recommendation will be presented to the Park Board on June 21st, 2017.

Wapelhorst Facility will close July 23rd, 2017.

Blanchette Facility will close September 4th, 2017.

8. Adopt a Park (Board Member observations pertinent to facilities, programs and services within the Park System)

Evans - Fountain Lakes looked good.

Lanning – Frontier Park, Berthold Square and Kister Park all looked good.

Bichel – Good. Complimented the staff who teach gymnastics at Memorial Hall.

Fichtenmayer - Good. Thanked staff for working with volunteer group at Circle Drive.

Ryan - Good. Asked about Boschertown Trail.

Smith - Good. Asked about tree removal.

Nowak - Good. Enjoyed music at Wapelhorst.

Mudrovic - Good. Asked about cutting back brush at Fountain Lakes.

At 7:01 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 Fichtenmayer.

Roll Call Vote: Sandy Bichel - Yes, CJ Evans - Yes, David Fichtenmayer - Yes, , Valerie Lanning - Yes, Mudrovic - Yes, Nowak - Yes, Mike Ryan - Yes and Tom Smith - Yes.


At 7:50 pm Smith Made A Motion to come out of Closed Session. Seconded by Mudrovic.

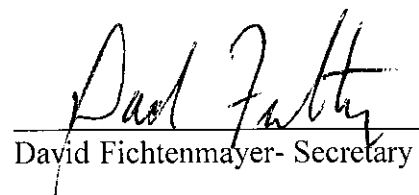
Roll Call Vote: Sandy Bichel - Yes, CJ Evans - Yes, David Fichtenmayer - Yes, , Valerie Lanning - Yes, Mudrovic - Yes, Nowak - Yes, Mike Ryan - Yes and Tom Smith - Yes.

As there was not any other business to discuss Smith moved for Adjournment at 7:51pm. Seconded by Mudrovic which passed.

Park Board Work Session Meeting May 3rd, 2017

Respectfully Submitted,


Sandy Bichel- President


David Fichtenmayer- Secretary