

**SAINT CHARLES PARK & RECREATION BOARD MINUTES  
PARK BOARD MEETING HELD  
OCTOBER 18TH, 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, Valerie Lanning, David Fichtenmayer, Tom Smith and Council Liaison Vince Ratchford were present. Bradley Nowak, Kathy Mudrovic and Mike Ryan were absent.

**Others -** Maralee Britton - Director  
Chris Atkinson – Assistant Director  
Nick Donze - Maintenance Superintendent  
Don Borgmeyer - Enterprise Superintendent

**Community Members -** None

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

**Staff Reports/Presentations:** None

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

- A. System Extension Guarantee Agreement with Ameren UE to provide new electrical service at Blanchette Aquatic Facility in an amount not to exceed \$16,529.50\***

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

- B. System Extension Guarantee Agreement with Ameren UE to provide new electrical service at Wapelhorst Aquatic Facility in an amount not to exceed \$14,080.60\***

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

- C. Contract and Easement with Ameren UE to bury underground utilities at Blanchette Park Aquatic Facility in an amount not to exceed \$12,500.92\***

Atkinson presented the information. Evans made a motion to approve the contract and associated easement; seconded by Fichtenmayer which passed.

- D. Contract with Davey Resource Group to provide a GIS based inventory of maintained trees and stumps located in St. Charles City Parks in an amount not to exceed \$22,500.00\***

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

- E. Purchase Order with Hackmann Lumber Company to purchase supplies needed for the repair of the gazebos at Fox Hill Park and the Boat Ramp and also repairs to the concession stand at McNair Park in an amount not to exceed \$11,525.95\***

Atkinson presented the information. Fichtenmayer made a motion to approve the Purchase Order; seconded by Lanning which passed.

- F. Budget Amendment #2, 2017\***

Britton presented the information. Smith made a motion to approve the Budget Amendment; seconded by Evans which passed.

- G. Transfers over \$10,000\***

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

**Meeting Minutes:**

- A. Parks & Recreation Board Meeting Minutes September 20th, 2017\***

Lanning made a motion to approve the Board Meeting minutes from September 20th, 2017; seconded by Evans 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 Lanning which passed.

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

**Presidents Announcements and Reminders:**

Bichel said that she enjoyed attending the 2018 NRPA Conference in New Orleans. Said it was very well organized and educational.

Asked about the RTP (Recreation Trails Program). Staff said they were aware of the program and have submitted grant requests before and would continue to submit requests in coordination with the Public Works Dept.

#### **Directors Report:**

##### **A. Thank You's (As Available) - None**

##### **B. General Department Update**

Britton mentioned that staff have been attending the Public Works H2O shows. They are public events that gives residents and visitors information primarily on upcoming Prop P storm water projects. Parks was also involved by providing information on the Prop P Aquatic Facilities.

Have some new employees that will be introduced to the Board in November.

Highlighted the article about retired Director of Parks Richard Ash where he was awarded a prestigious national award recognizing his outstanding contributions to the promotion and development of public parks and conservation in the U.S. Britton said it was a huge honor and that the Board should at some point consider some form of park/facility naming in his honor.

##### **C. Prop P Report and Update**

Britton presented the Board with a new monthly report that will keep the Board up to date on the financial side of the Prop P Aquatics projects. The report also includes photographs that show the different stages of each project.

#### **Board Member Announcements and Reminders:**

Fichtenmayer asked staff to look into a "wash out" area close to the Booneslick Ball Fields. Staff said they would investigate.

#### **Council Liaison Announcements and Reminders:**

Ratchford thanked the Board for volunteering their time to serve on the Board.

#### **Park Board Liaisons Comments:**

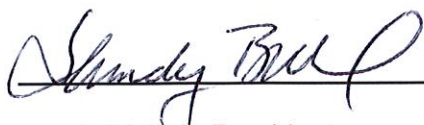
**Foundation Report:** Glow Bowl will be November 11th, 2017.

**Cemetery Report:** None.

**Legislative Report:** None.

**Meeting:** October 18th, 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 "David Fichtenmayer", written over a horizontal line.

David Fichtenmayer -Secretary