

6A.

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
JANUARY 17TH, 2018**

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, Patrick Caskey, CJ Evans, David Fichtenmayer, Mike Ryan and Council Liaison Mary Ann Ohms were present. Kathy Mudrovic, Bradley Nowak, Valerie Lanning and Tom Smith were absent.

Others - Maralee Britton - Director, Chris Atkinson – Assistant Director
Don Borgmeyer - Enterprise Superintendent, Missy Hollander - Aquatics Coordinator
KellyLee Kissell - Intern

Community Members - None

Verbal Petitions/Public Comments and Response: None

Staff Reports/Presentations:

KellyLee Kissell the Department's newest intern introduced herself to the Board. The Board welcomed her to the Department.

Items for Discussion and/or Action:

- A. **Recommendation to purchase of a new Jacobsen Turfcut mower with trade in for Oak Grove Cemetery from Turfwerks in an amount not to exceed \$23,410.00***

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

- B. **Recommendation to purchase of a new John Deere mower with trade in for Oak Grove Cemetery from Deere & Company in an amount not to exceed \$11,507.37***

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

- C. **Contract with T & L Tree Service Inc. to provide tree removals and pruning services for parks and cemetery in 2018 in an amount not to exceed \$22,000.00***

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

- D. **Contract with George Zorescu as a motorcycle safety instructor and onsite mechanic in 2018 in an amount not to exceed \$15,300.00***

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

- E. **Consideration to approve the Trail Connector License Agreement with the Missouri Highways & Transportation Commission (MHTC) and the Metropolitan Park & Recreation District d/b/a Great Rivers Greenway for Centennial Greenway Trail.***

Britton presented the information. Caskey made a motion to approve the agreement; seconded by Fichtenmayer which passed.

- F. **Consideration for approval Budget Amendment #1, 2017***

Britton presented the information. Ryan made a motion to approve the Amendment; seconded by Caskey which passed.

- G. **Consideration for approval revising the 2018 Seasonal Employee Wage Grid***

Britton presented the information. Caskey made a motion to approve the revised grid; seconded by Evans which passed.

- H. **Consideration for approval revising the Employee Discount Policy***

Britton presented the information. Fichtenmayer made a motion to approve the revised policy; seconded by Ryan which passed.

- I. **Consideration to approve the Aquatic Facility Policy and revoke associated policies of Inclement Weather and Low Attendance and E- Coli Contamination***

Britton presented the information. Caskey made a motion to approve the policy and revoke associated policies; seconded by Evans which passed.

- J. **Purchase of fertilizer and grass seed for use on ball fields and turf areas in 2018 from Supreme Turf Products in an amount not to exceed \$18,600.00***

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

Meeting Minutes:

A. Parks & Recreation Board Meeting Minutes December 20, 2017*

Fichtenmayer made a motion to approve the Board Meeting minutes from December 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

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

Items Removed from the Consent Agenda: None

Presidents Announcements and Reminders:

Bichel asked staff if electric assist bikes are allowed on the KATY Trail and other trails. Staff said they would have to look into the definition of a "motorized bicycle". Since they are not allowed on the trails.

Directors Report:

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

B. General Department Update

Britton said that the date was set for the Ribbon Cutting for the Centennial Greenway. That date is April 7th, 2018. Staff will share more details once they have them

Also notified the Board some staff toured the old Franklin School in Frenchtown as a possible space for indoor programming. Building was not suitable for Departments needs.

C. Prop P Report and Update

Britton presented the Board with the 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: None.

Council Liaison Announcements and Reminders: None

Park Board Liaisons Comments:

Foundation Report: None.

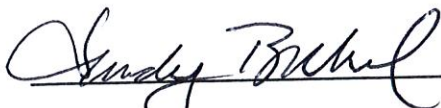
Cemetery Report: None.

Legislative Report: None.

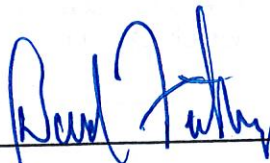
As there was not any other business to discuss Fichtenmayer moved for **Adjournment** at 7:17pm. Seconded by Caskey which passed.

Meeting: January 17th, 2018

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