

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
FEBRUARY 21st, 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, Kathy Mudrovic, Bradley Nowak, Valerie Lanning, Tom Smith and Council Liaison Mary Ann Ohms were present. Mike Ryan was absent.

Others - Maralee Britton - Director, Chris Atkinson – Assistant Director
Don Borgmeyer - Enterprise Superintendant, Missy Hollander - Aquatics Coordinator
Danielle Kruger - Concessions Coordinator.

Community Members - None

Verbal Petitions/Public Comments and Response: None

Staff Reports/Presentations: None

Items for Discussion and/or Action:

- A. Purchase of 6 Hydroider Aqua Bikes for aquatics programming from CoCo Consulting & Trading DBA Hydroider in an amount not to exceed \$11,310.00***

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

- B. Purchase of 30 Ledge Lounge Chairs from Ledge Loungers Inc. for use at new aquatic facilities in an amount not to exceed \$13,700.90***

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

- C. Purchase of customer and staff lockers for Wapelhorst Aquatic Facility from American Locker in an amount not to exceed \$29,959.20***

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

- D. Purchase of concessions equipment for aquatic facilities and existing concession stands from Central Restaurant Products in an amount not to exceed \$29,979.14***

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

E. Contract with Vandalia Bus Lines, Inc. to provide transportation services for extended trips in 2018 in an amount not to exceed \$14,100.00*

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

F. Consideration of Amending the Aquatic Facility User Policy*

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

G. Consideration of Amending the Summer Fun Day Camp Parent Manual*

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

H. Consideration of Amending the Enterprise Employee Manual*

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

Meeting Minutes:

A. Parks & Recreation Board Meeting Minutes January 17, 2018*

B. Parks & Recreation Board Work Session Meeting Minutes February 7, 2018

Evans made a motion to approve the Board Meeting minutes from January 17th, 2018 and February 7th, 2018; 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 Caskey which passed.

Items Removed from the Consent Agenda: None

Presidents Announcements and Reminders: None

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.

Ribbon Cutting for the new aquatic facilities will take place at the Wapelhorst Aquatic Facility on Thursday May 23rd, 2018. Staff will share more details once they have them.

Staff will be coming back to the Board at an upcoming meeting with a possible contract to remove and replace the old pour in place safety surfacing at Blanchette Playground with new tile safety surfacing. Working with contractor to finalize scope of project.

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:

Caskey said that he will not be able to attend the meeting on March 21st, 2018.

Council Liaison Announcements and Reminders: None

Park Board Liaisons Comments:

Foundation Report: Chicken Dance was a success.

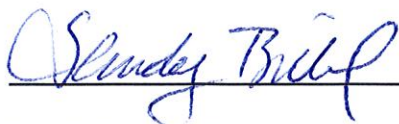
Cemetery Report: None. Will meet March 8th, 2018.

Legislative Report: None.

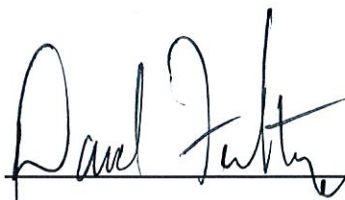
As there was not any other business to discuss Fichtenmayer moved for **Adjournment** at 6.49pm. Seconded by Smith which passed.

Meeting: February 21st, 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