

**SAINT CHARLES PARK & RECREATION BOARD MINUTES  
PARK BOARD MEETING HELD  
MARCH 21st, 2018**

The meeting was **Called to Order** by President Bichel at 6:06pm in the Meeting Room in Memorial Hall. **Roll Call** noted the following present for the meeting:

**Park Board -** Sandy Bichel, David Fichtenmayer, Kathy Mudrovic, Tom Smith and Mike Ryan were present. Patrick Caskey, CJ Evans, Valerie Lanning and Bradley Nowak were absent.

**Others -** Maralee Britton - Director, Chris Atkinson – Assistant Director  
Peter VanLinn - Maintenance Superintendant, Todd Kassabaum - Chief Ranger

**Community Members -** None

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

**Staff Reports/Presentations:** None

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

**A. Budget Amendment #2, 2018\***

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

**B. Transfers over \$10,000.00\***

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

**C. Contract with Broyles Lawn Care to provide annual mowing services in an amount not to exceed \$23,000\***

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

**D. Contract with Aquatic Control Inc. to provide a lake maintenance program in an amount not to exceed \$10,420.00\***

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

- E. Purchase of a new T595 T4 Bobcat Compact Track Loader with attachments from Bobcat of St. Louis in an amount not to exceed \$41,002.30\***

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

- F. Purchase of 2 new 72" propane mowers from Deere & Company in an amount not to exceed \$19,735.12\***

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

- G. Purchase of a Polaris Ranger UTV from St. Charles Power Sports in an amount not to exceed \$10,335.00\***

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

- H. Purchase of pool chemicals for use in 2018 from Westport Pools Inc. in an amount not to exceed \$27,000.00\***

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

#### **Meeting Minutes:**

- A. Parks & Recreation Board Meeting Minutes February 21, 2018\***

- B. Parks & Recreation Board Work Session Meeting Minutes March 7, 2018\***

Smith made a motion to approve the Board Meeting minutes from February 21st, 2018 and March 7th, 2018; 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

Smith made a request to remove Item C for further discussion. Smith then made a motion approve the remaining consent agenda; seconded by Evans which passed.

#### **Items Removed from the Consent Agenda:**

Smith asked for a clarification from staff on the Account Receivable Report.

**Presidents Announcements and Reminders:**

Bichel stated that she had received numerous positive comments about all of the park improvements that have been completed as part of Prop P.

**Directors Report:**

- A. Thank You's (As Available) - None
- B. General Department Update
- 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.

- D. April 4 Work Session Tour of Aquatic Facilities 5:00pm

Britton asked if anyone was interested in doing a tour of the new aquatic facilities. They are to let her know.

- E. Centennial Greenway Dedication April 7 2:00pm

Britton said that the date was set for the Ribbon Cutting for the Centennial Greenway. That date is April 7th, 2018. Staff will be meeting at the MoDot Commuter lot then walking over to the center island for the official ribbon cutting ceremony.

**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.

At 6:58 pm Smith Made A Motion to go into Closed Session to discuss the following:

- C. Hiring, firing, disciplining or promoting of particular employees when information relating to the performance or merit of individual employees is discussed or recorded. (RSMo 610.021.3)\*\*

Seconded by Mudrovic.

Roll Call vote: Sandy Bichel - Yes, David Fichtenmayer - Yes, Kathy Mudrovic - Yes, Tom Smith - Yes and Mike Ryan - Yes.

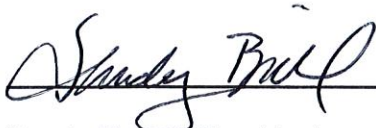
At 7:17 pm Ryan Made A Motion to come out of Closed Session. Seconded by Fichtenmayer.

Roll Call vote: Sandy Bichel - Yes, David Fichtenmayer - Yes, Kathy Mudrovic - Yes, Tom Smith - Yes and Mike Ryan - Yes.

As there was not any other business to discuss Mudrovic moved for Adjournment at 7:18pm. Seconded by Smith which passed.

Meeting: March 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