

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
MAY 16TH, 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, David Fichtenmayer, Mike Ryan, Patrick Caskey, CJ Evans, Valerie Lanning and Bradley Nowak, Kathy Mudrovic, Tom Smith and Council Liaison Mary Ann Ohms were present.

Others - Maralee Britton - Director, Chris Atkinson – Assistant Director
Todd Kassabaum - Chief Ranger, Don Borgmeyer - Enterprise Superintendent
Missy Hollander - Aquatics Coordinator, Monica Reed - Administrative Coordinator
Peter VanLinn - Maintenance Superintendent

Community Members - None

Verbal Petitions/Public Comments and Response:

President Bichel asked departing Park Board member Valerie Lanning to come up to receive a plaque from the Board/Staff for her almost 10 years of service on the Board. Bichel and the rest of the board took turns thanking Lanning for all she has contributed over that time. Lanning' also thanked the Board and staff for all they have accomplished in the last 10 years.

Staff Reports/Presentations: None

Items for Discussion and/or Action:

- A. **Resolution #1, 2018 Adopting an Ingress, Egress and Utility Easement Agreement with GTP Towers IV, LLC for the Cellular Communications Tower in Blanchette Park***

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

- B. **Request Authorization to increase the Commerce Bank Business Credit Card Limit from \$10,000 to \$14,000***

Britton presented the information. Nowak asked that the limit be increased to \$15,000 rather than \$14,000. Nowak made a motion to approve the increase; seconded by Smith which passed.

Meeting Minutes:

A. Parks & Recreation Board Meeting Minutes April 18th, 2018

Fichtenmayer made a motion to approve the Board Meeting minutes from April 18th, 2018; seconded by Mudrovic which passed.

B. Parks & Recreation Board Executive Committee Closed Session Minutes April 18, 2018; Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment. (RSMo 610.021.13)

Smith made a motion to approve the Executive Committee Closed Session Minutes from April 18th, 2018. Seconded by Fichtenmayer.

Sandy Bichel - Yes, David Fichtenmayer - Yes, Kathy Mudrovic - Yes, Mike Ryan - Yes, Patrick Caskey - Yes, CJ Evans - Yes, Valerie Lanning - Yes and Bradley Nowak - Yes, Tom Smith -Yes.

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 to approve the consent agenda. Seconded by Mudrovic which passed.

Items Removed from the Consent Agenda:

Presidents Announcements and Reminders:

Bichel again thanked Lanning for her service to the Board.

Directors Report:

- A. **Thank You's (As Available)** - A few thank you cards were received.
- B. **General Department Update** - None
- 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 includes photographs that show the different stages of each project. Wapelhorst opening scheduled for Thursday May 23rd.

Board Member Announcements and Reminders:

Several Board members again thanked Lanning for her years of service.

Smith - Asked about plans for the area behind McNair Field #1 (dusty/rocky). Staff said that they were working on possible options.

Council Liaison Announcements and Reminders:

Mary Ann Ohms stated that the neighborhood across from Fox Hill Park were asking the City for a crosswalk to be added across the street to gain access to the Park.

Thanked Board Member Lanning for her years of service on the Board.

Park Board Liaisons Comments:

Foundation Report: Currently 2 vacancies.

Cemetery Report: Lanning updated the Board on the monument rehab that has taken place at the cemetery.

Legislative Report: None.

At 6:55 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, Mike Ryan - Yes, Patrick Caskey - Yes, CJ Evans - Yes, Valerie Lanning - Yes and Bradley Nowak - Yes, Tom Smith -Yes.

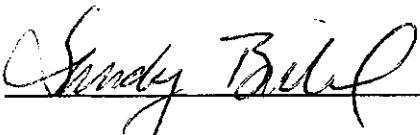
At 7:11 pm Lanning Made A Motion to come out of Closed Session. Seconded by Nowak.

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

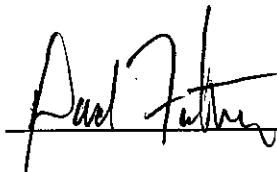
As there was not any other business to discuss Caskey moved for **Adjournment** at 7:12pm. Seconded by Fichtenmayer which passed.

Meeting: May 16th, 2018

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Sandy Bichel", written over a horizontal line.

Sandy Bichel - President

A handwritten signature in cursive script, appearing to read "David Fichtenmayer", written over a horizontal line.

David Fichtenmayer -Secretary