

**ST. CHARLES PARK & RECREATION BOARD MINUTES**  
**WORK SESSION MEETING HELD**

**September 5th, 2018**

The meeting was **Called to Order** by President Smith at 6:08 pm in the American Legion Meeting Room at Memorial Hall. **Roll Call** noted the following present for the meeting:

**Park Board -** Sandy Bichel, Patrick Caskey, David Fichtenmayer, Brad Harmon, Kathy Mudrovic, Mike Ryan, Tom Smith, Council Liaison Mary Ann Ohms were present. Leah Akers and Bradley Nowak were absent.

**Others -** Maralee Britton – Director, Chris Atkinson -Assistant Director  
Todd Kassabaum - Chief Ranger,  
Don Borgmeyer, Enterprise Superintendant  
Mayor Sally Faith, Larry Dobrosky - , Director of Administration  
Gina Jarvis - Director of Finance, Matthew Seeds - Director of IT.

**3. Discussion of the 2019 Parks & Recreation Budget**

Mayor Faith, Gina Jarvis and Larry Dobrosky explained to the full Park Board the cost centers and their purpose. These costs are proposed to be in the 2019 budget for administrative functions of Mayor, Council, Administration, Human Resources, City Clerk, Legal, Finance, Information Technology, Media and Facilities Maintenance.

Parks total is \$342,282. The purpose of the cost centers is transparency to determine the actual cost of running the service departments such as Parks, Police, Water & Sewer Treatment, Fire, Tourism etc.

The Board expressed concern of the amount of the immediate charge and how the budget would have to be balanced to meet the cost centers. Options are increasing fees which is concerning because our customers have a choice where to participate in parks and recreation services. Cuts to personnel, programming or services to the community may result. There was also a concern about how this process would impact the relationships and future cooperation between the different City Departments.

Also discussed was the direct cost when other departments use functions of parks and recreation for free such as facilities. Nearly every City department uses our facilities over the course of the year yet they are not charged meaning the loss of revenue not being available to the public.

Mayor Faith expressed the cost centers could be evaluated further for how they are being divided and potentially phasing the program in over several years. There is still time for further discussion as the budget is not due to Council until October 1. She also expressed the ability to approve a budget and complete a budget amendment at a later date once the cost centers have been agreed to.

4. **Discussion of the Creation of a Task Team to discuss the St. Charles Complex Uses.**

Britton asked if any Board Members would like to serve on a Task Team with staff to discuss the St. Charles Complex. Ideas of various uses by different sports, practice policies, programming, improvements could be explored. The result should be recommendations to the Board for opportunities to expand usage of the complex. Mike Ryan and Patrick Caskey volunteered. IT was suggested to contact Bradley Nowak as he has brought up the complex in discussion at Board meetings in the past. Sandy Bichel said that she would participate if Nowak was not available.

Atkinson would be in touch in the coming weeks to set up the first meeting.

5. **Adopt a Park (Board Member observations pertinent to facilities, programs and services within the Park System)**

This item was tabled to the Work Session in October.

At 7:39 pm Ryan Made A Motion to go into Closed Session to discuss the following:

- B. Leasing, purchase or sale of real estate where public knowledge of the transaction might adversely affect the legal consideration thereof.  
(RSMo 610.021.2)\*\*

Seconded by Bichel.

Roll Call vote: Sandy Bichel - Yes, Patrick Caskey - Yes, David Fichtenmayer - Yes, Brad Harmon - Yes, Kathy Mudrovic - Yes, Mike Ryan - Yes, Tom Smith - Yes.

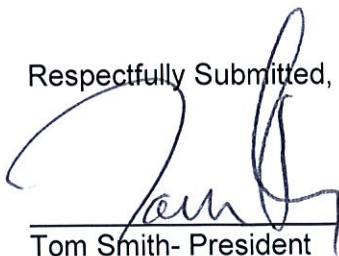
At 8:08 pm Fichtenmayer Made A Motion to come out of Closed Session. Seconded by Ryan.

Roll Call vote: Sandy Bichel - Yes, Patrick Caskey - Yes, David Fichtenmayer - Yes, Brad Harmon - Yes, Kathy Mudrovic - Yes, Mike Ryan - Yes, Tom Smith - Yes.

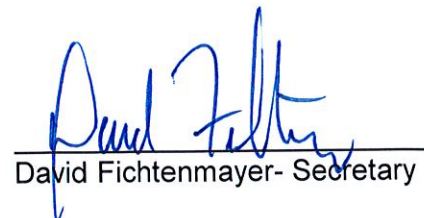
As there was not any other business to discuss Fichtenmayer moved for **Adjournment** at 8:09pm. Seconded by Ryan which passed.

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Respectfully Submitted,



Tom Smith- President



David Fichtenmayer- Secretary