

SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
October 17, 2018

The meeting was **Called to Order** by President Smith at 6:00pm in the Meeting Room in Memorial Hall. **Roll Call** noted the following present for the meeting:

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

Others - Maralee Britton – Director, Mary Ann Ohms Council Liaison

Community Members - None

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

4. **Staff Reports/Presentations:** None

5. **Items for Discussion and/or Action-**

A. **Resolution #4 2018 - A Resolution Authorizing Execution of a Real Property Option Agreement and Purchase and Sale Contract for a One Year Option to Purchase 100 Acres of Land Located near the Intersection of Missouri Highway B and Highway***

Britton presented the information concerning the Option to Purchase and pending Legal approval to the agreement. Fichtenmayer made a motion to approve Resolution #4, the Option to Purchase Agreement; seconded by Harmon which passed.

B. **Contract with WEX Bank to provide fleet fuel card program for the purchase of unleaded and diesel fuel for the Parks & Recreation Department in 2019 in an amount not to exceed \$81,600.00***

Britton presented the information concerning the fleet fueling contract for 2019. Bichel made a motion to approve the contract; seconded by Fichtenmayer which passed.

C. **Contract with AT&T Mobility to provide wireless and cellular service and equipment purchase for the Parks & Recreation Department in 2019 in an amount not to exceed \$30,000.00***

Britton presented the information for the 2019 cellular contract. Fichtenmayer made a motion to approve the contract; seconded by Bichel which passed.

- D. Change Order #1 with Protronics Technologies Inc. to add \$64,000.00 to provide equipment and support for the Parks & Recreation Department's wireless connectivity, internet, WAN/LAN and web solutions. New contract amount not to exceed \$229,000.00***

Britton presented the information regarding the Change Order and additional services that were needed in 2018. Bichel made a motion approve the change order; seconded by Ackers which passed.

- E. Transfers over \$10,000.00***

Britton presented the information regarding 2 transfers. One to clean up projects and combine for 2019 and the other to transfer funds from the Recreational Site Development account to the land acquisition account for the 100 acres Option to Purchase. Fichtenmayer made a motion approve the change order; seconded by Bichel which passed.

- F. Addendum #1 Adding Beginner Rider Course Update to the Rider Education Recognition Program Agreement between the Missouri Motorcycle Safety Foundation (MSF) and the City of St. Charles, Missouri Through its Parks and Recreation Department, Ranger Division to Provide Motorcycle Safety Classes in Conjunction with the State of Missouri Motorcycle Safety Foundation (MSF)***

Britton presented the addendum to the Motorcycle Safety Foundation agreement. Bichel made a motion approve the change order; seconded by Fichtenmayer which passed.

- G. Discussion of November 21, 2018 Board Meeting***

Britton presented the suggestion to move the next meeting on November 21, the day before Thanksgiving, to the last Wednesday November 28. Harmon made a motion approve the change order; seconded by Ackers which passed.

6. Meeting Minutes:

- A. Parks & Recreation Board Meeting Minutes September 19, 2018***
- B. Finance Committee Meeting Minutes September 17, 2018***
- C. Parks & Recreation Board Work Session Tour Minutes October 3, 2018***
- D. Soccer Complex Task Team Minutes October 9th, 2018***

Fichtenmayer made a motion to approve all the Board Meeting minutes; seconded by Bichel which passed.

7. **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

Bichel made a motion to receive the consent agenda. Seconded by Ackers which passed.

8. **Items Removed from the Consent Agenda:** None.

9. **Presidents Announcements and Reminders:** None

10. **Directors Report:**

A. **Thank You's (As Available)**

Parks Superintendant, Peter VanLinn has spoken to the First Capitol Garden Club and they generously donated \$50 to the Parks and Recreation Foundation.

A resident recently moving to St. Charles passed along her gratitude for the new aquatic facility at Blanchette Park and how much she enjoyed the morning lap swim. She is enjoying our parks system overall and grateful to everyone who makes it possible.

B. **General Department Update**

Britton shared the many items Staff is working on and preparing for the upcoming season. Fees for Oak Grove Cemetery will also be reviewed as in year past to stay current and work towards the Cemetery being more self sufficient.

11. **Board Member Announcements and Reminders:** None

12. **Council Liaison Announcements and Reminders:** Council Member Ohms shared the signs at the Eco Park Trailhead appear to be settling and look a little crooked. Staff will investigate.

13. **Park Board Liaisons Comments:**

A. Foundation Report: None

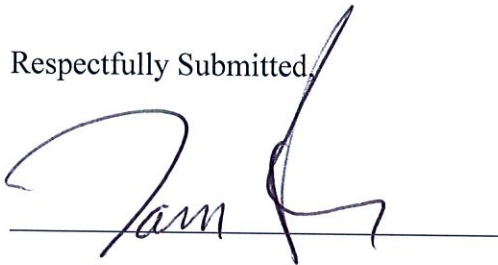
B. Cemetery Report: None.

C. Legislative Report: None.

As there was not any other business to discuss Fichtenmayer moved for **Adjournment** at 6:35pm. Seconded by Bichel which passed.

Meeting: October 17, 2018

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Tom", written over a horizontal line.

Tom Smith - President

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

David Fichtenmayer -Secretary