

SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
December 19, 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, David Fichtenmayer, Brad Harmon, Kathy Mudrovic, Bradley Nowak, Mike Ryan and Tom Smith were present.

Sandy Bichel and Patrick Caskey were absent.

Others - Maralee Britton – Director, Chris Atkinson - Assistant 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. **Contract with Capri Pools & Aquatics to repair damaged steps and landing areas on speed slide tower at Wapelhorst Aquatic Facility in an amount not to exceed \$18,135.00***

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

- B. **Contract with PlayPower LT Farmington Inc. to provide and install a new playground at Circle Drive Park in an amount not to exceed \$40,000.00***

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

- C. **Resolution #5, 2018. Request to declare equipment surplus***

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

- D. **Consideration of the Revised Employee Compensation Policy***

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

E. Consideration of the Seasonal and Part-Time Wage Grid*

Britton presented the information. Ryan made a motion to approve the 2019 Seasonal and Part-Time Wage Grid; seconded by Mudrovic which passed.

F. Contract with Gamma Tree Experts for tree removal and pruning in 2019 in an amount not to exceed \$29,000.00*

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

6. Meeting Minutes:

- A. Parks & Recreation Board Meeting Minutes November 28, 2018*
- B. Parks & Recreation Board Work Session Minutes December 5, 2018*

Fichtenmayer made a motion to approve A and B Board Meeting minutes; seconded by Mudrovic 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

Smith made a motion to pull item B and C for further discussion.

Harmon made a motion to receive the rest of the consent agenda. Seconded by Ryan which passed.

8. Items Removed from the Consent Agenda:

Smith asked for a clarification on the Financial Worksheet. Britton said it looked as though there were some excel formula errors that would need to be corrected. As soon as the updates were made the information would be sent out to the Board Members.

Smith also asked about the Accounts Receivable Report and the groups that owe payment to the Department. Britton said that those groups pay monthly, quarterly or annually and that payments would be coming in.

Harmon made a motion to receive item B and C of the consent agenda. Seconded by Nowak which passed.

9. Presidents Announcements and Reminders: None

10. **Directors Report:**

A. **Thank You's (As Available)** None

B. **General Department Update**

Britton asked if the Board would like to cancel the January 2nd, 2019 Work Session Meeting. Staff has no items for discussion.

Nowak made a motion to cancel the January 2nd, 2019 Work Session Meeting; seconded by Mudrovic which passed.

The option for the 100 Acre park property was approved at the City Council Meeting.

Britton asked if any Board Members were interested in attending the 2019 MPRA Conference in Branson, MO at the end of February.

Jim Wagner was hired as the new Horticulturalist. His starting date will be December 31st, 2018.

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

12. **Council Liaison Announcements and Reminders:** None

13. **Park Board Liaisons Comments:**

A. **Foundation Report:** Beer and Chicken Dance is January 25th, 2019.

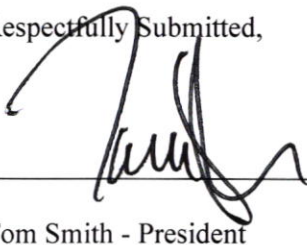
B. **Cemetery Report:** None.

C. **Legislative Report:** None

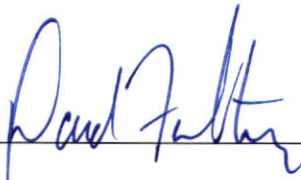
As there was not any other business to discuss Fichtenmayer moved for **Adjournment** at 6:53pm. Seconded by Mudrovic which passed.

Meeting: December 19th, 2018

Respectfully Submitted,



Tom Smith - President



David Fichtenmayer - Secretary