

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
December 16, 2020**

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

Board Patrick Caskey, Denise Childress, Mike Hannegan, Brad Harmon, Kathy Mudrovic, Mike Ryan, Merle Schneider, Tuss Peluchette, Tom Smith and Council Liaison Denise Mitchell were present.

Others Maralee Britton – Director, Chris Atkinson- Assistant Director

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

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

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

A. **Contract with MPG Tandem to provide all screen printed shirts and apparel for staff and program participants in 2021 in an amount not to exceed \$28,500.00***

Caskey made a motion to approve the contract; seconded by Smith which then passed.

B. **Contract with Jeff Ellis & Associates Inc. to provide aquatics safety certifications and risk management services at the aquatic facilities in 2021 in an amount not to exceed \$17,205***

Caskey made a motion to approve the contract; seconded by Smith which then passed.

C. **Purchase Order with Concentra Medical Centers to provide work related medical services in 2021 in an amount not to exceed \$18,800.00***

Harmon made a motion to approve the Purchase Order; seconded by Caskey which then passed.

D. **Contract with Gamma Tree Experts for tree removal and pruning in 2021 in an amount not to exceed \$29,000***

Harmon made a motion to approve the contract; seconded by Childress which then passed.

E. **Contract renewal #1 with Protronics Technologies Inc. to provide wireless connectivity, internet, WAN/LAN, Firewall, Web Solutions and Monthly Server Maintenance and PC Replacement in 2021 in an amount not to exceed \$81,500***

Britton presented the contract. She also mentioned that the City is currently working a bid that would extend fiber throughout the City. Part of the bid will include pricing to add fiber to park locations. This could have future implications on connectivity in Parks.

Caskey made a motion to approve the contract; seconded by Peluchette which then passed.

- F. Contract with Gaylord Opryland Hotel to provide overnight lodging, meals and entertainment for trip participants on December 8,9,&10, 2021 in an amount not to exceed \$28,359.84***

Caskey made a motion to approve the contract; seconded by Mudrovic which then passed.

- G. Revised Employee Compensation Policy***

Peluchette made a motion to approve the revised policy; seconded by Harmon which then passed.

- H. Resolution #3 2020 Management Policies***

Peluchette made a motion to table this item to the January 20th, 2021 Meeting so that further discussion and research can be done; seconded by Childress which then passed.

- I. Motorcycle Safety Foundation Rider Education Recognition Program Agreement***

Caskey made a motion to approve the contract; seconded by Peluchette which then passed.

6. Meeting Minutes:

- A. Parks & Recreation Meeting Minutes November 18, 2020***

Childress made a motion to approve the meeting minutes as amended; seconded by Mudrovic which then passed.

- B. Parks & Recreation Work Session Meeting Minutes December 2, 2020***

Caskey made a motion to approve the meeting minutes; seconded by Childress which then passed.

- C. Parks and Recreation Board Closed Session Meeting Minutes October 21, 2020, Legal actions, causes of action, or litigation. (RSMo 610.021.1)*****

- D. Parks and Recreation Board Closed Session Meeting Minutes November 18, 2020, Leasing, purchase or sale of real estate where public knowledge of the transaction might adversely affect the legal consideration thereof. (RSMo 610.021.2)****

- E. Parks and Recreation Board Closed Session Meeting Minutes December 2, 2020, Leasing, purchase or sale of real estate where public knowledge of the transaction might adversely affect the legal consideration thereof. (RSMo 610.021.2)****

Childress made a motion to approve the Closed Session Minutes (C, D & E); seconded by Mudrovic.

Roll Call vote: Patrick Caskey - Yes, Denise Childress- Yes, Mike Hannegan - Yes, Brad Harmon – Yes, Kathy Mudrovic - Yes, Mike Ryan - Yes, Merle Schneider - Yes, Tuss Peluchette - Yes, Tom Smith – Yes. Motion 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 - None

Smith made a motion to approve the consent agenda; Seconded by Hannegan which then passed.

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

9. **Presidents Announcements and Reminders:**

Ryan thanked staff for taking care of the erosion issue along Randolph Street.

10. **Directors Report:**

A. Thank You's (As Available)

Britton highlighted a couple of thank you notes received from the public.

B. General Department Update

Parks Passports were provided to all Park Board members and their family members.

C. 200 Park/School Master Plan Open House Thursday December 17 from 4pm to 7pm at Memorial Hall

Britton reminded the Board about the 1st public meeting and also about the joint Park Board/School Board meeting at 6:00pm on Tuesday January 19th, 2021.

11. **Board Member Announcements and Reminders:**

Childress asked about the new member orientation.

Peluchette asked about pruning/removal of some hazardous trees in Blanchette Park.

12. **Council Liaison Announcements and Reminders:**

Council Member Mitchell passed along information about Veterans now being allowed to ride on the City's transportation systems for free. Sauce on the Side is coming to Streets of St. Charles along with Napoli restaurant. The City Council will begin discussing the use of shipping containers in the City in the new year.

13. **Park Board Liaisons Comments**

A. Foundation Report: None.

B. Cemetery Report: Hannegan volunteered to serve as a liaison to the Advisory Board.

C. Legislative Report: None.

At 7:06 pm Childress 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 Smith.

Roll Call vote: Patrick Caskey - Yes, Denise Childress- Yes, Mike Hannegan - Yes, Brad Harmon – Yes, Kathy Mudrovic - Yes, Mike Ryan - Yes, Merle Schneider - Yes, Tuss Peluchette - Yes, Tom Smith – Yes. Motion passed.

At 8:00 pm Caskey left the closed session and the meeting.

At 8:07 pm Childress Made A Motion to come out of Closed Session. Seconded by Smith.

Roll Call vote: Patrick Caskey - Absent, Denise Childress- Yes, Mike Hannegan - Yes, Brad Harmon – Yes, Kathy Mudrovic - Yes, Mike Ryan - Yes, Merle Schneider - Yes, Tuss Peluchette - Yes, Tom Smith – Yes. Motion passed.

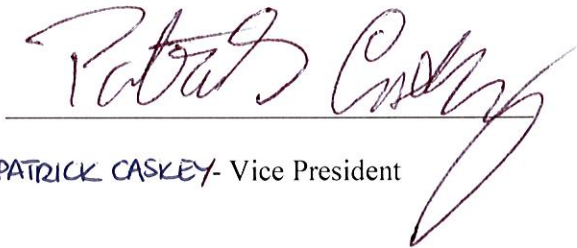
As there was no further business to discuss Smith moved for **Adjournment** at 8:08 pm; Seconded by Mudrovic which then passed.

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Respectfully Submitted,

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

Mike Ryan - President

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

PATRICK CASKEY- Vice President