

**SAINT CHARLES PARK & RECREATION BOARD MINUTES**  
**PARK BOARD MEETING HELD**  
**January 20, 2021**

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

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

**Staff** Maralee Britton – Director, Chris Atkinson- Assistant Director, Don Borgmeyer - Enterprise Superintendent, Peter VanLinn - Maintenance Superintendent, Ava Logan - Concession Employee, Dee Burkemper - Horticulturist and Chan Smoot - Concession Coordinator.

**Others** Beth Jameson, Eric Gustafson, Ron Steinmann, Joe Steinmann, Jeff Ohmes, Brain Ostmann and Brad Ostmann

**3. Verbal Petitions/Public Comments and Response:**

Beth Jameson and Eric Gustafson updated the Board on their concern about the fact that Francis Howell High School in 2021 as part of the building of a new high school will be demolishing the 8 tennis courts that are currently on the high school campus. The tennis courts will be rebuilt as part of the project but it will be several years before that happens. They asked that the Board consider building new tennis courts at Wapelhorst Park to provide more tennis/pickle ball courts for the residents to use in that area of the City. They provided pricing from when the 8 tennis courts at the high school were built in 2011 at \$350,000. Parks and Recreation staff estimates the cost to be closer to \$100,000 per court or \$800,000 to build 8 new tennis courts. The Board thanked the speakers for their comments and information and asked them to share more information with staff if they had more. The Board stated that at this current time there are no funds allocated in the 6 year CIP for adding new tennis courts to the parks system but the project would be added to the list for discussion at the upcoming CIP meeting.

Ron Steinmann, Joe Steinmann, Jeff Ohmes, Brain Ostmann and Brad Ostmann who are local farmers who farm the land surrounding the 200 acre school/park property. They asked to speak about their concerns with the development of the 100 acre school project and the 100 acre park project. They stated that they are in favor of the projects but have major concerns about storm water from the newly developed projects impacting their farm land. They highlighted that they currently work together to create "Ditch Districts" to minimize and control the storm water and issues caused by flooding. They also discussed the water table in the area. The Board thanked them all for attending the meeting and informing them of their concerns. Staff said that they would keep the farmers up to date as the master plan on the park side of the project develops and would take them up on their offer to provide their expertise.

4. **Staff Reports/Presentations:**

2020 Park Ace Awards & Introduction of Chan Smoot - Concession Coordinator.

Borgmeyer and VanLinn introduced the 2020 winners of the Park Ace Awards. Ava Logan who is a part time concessions employee won the part time award and Dee Burkemper won the full time employee award. The Board thanked them both for their hard work and dedication.

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

A. **Consideration for approval Budget Amendment #1, 2021, Re-appropriations\***

Peluchette made a motion to approve budget amendment #1, 2021; seconded by Smith which then passed.

B. **Revision to Athletic Field Policy\***

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

C. **Revisions to EEO, Discrimination and Harassment Policy\***

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

D. **Purchase Order with Industrial Soap Company to provide janitorial supplies in 2021 in an amount not to exceed \$26,200\***

Smith made a motion to approve the Purchase Order; seconded by Peluchette which then passed.

E. **Purchase Order with Schreiter Redi Mix Inc. to provide concrete for park use/projects in 2021 in an amount not to exceed \$20,000\***

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

F. **Discussion of City Management Policies**

Britton outlined to the Board the process that she and staff will take to review and edit each City policy where needed and then bring them back before the Board for consideration of approval.

6. **Meeting Minutes:**

A. Parks & Recreation Meeting Minutes December 16, 2020\*

B. Parks & Recreation Work Session meeting Minutes January 6, 2020\*

Smith made a motion to approve the meeting minutes (A & B); seconded by Mudrovic which then passed.

- C. Parks and Recreation Board Closed Session Meeting Minutes December 16, 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)\*\*\*
- D. Parks and Recreation Board Closed Session Meeting Minutes January 6, 2021, 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); seconded by Smith.

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

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

**9. Presidents Announcements and Reminders:**

Ryan thanked the Board for being able to meet for 3 nights in a row to discuss the very important 200 acre park/school project.

**10. Directors Report:**

**A. Thank You’s (As Available)**

Britton highlighted a thank you note received from the public.

**B. General Department Update**

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

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

Peluchette asked if staff had thought about placing reflectors around the walking track that is around the internal loop road at Blanchette Park.

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

Council Member Mitchell passed along that the stop sign at 3rd and Bayard and the no parking zone alongside Graystone Park both passed at the previous nights City Council meeting.

**13. Park Board Liaisons Comments**

- A. Foundation Report:** None.
- B. Cemetery Report:** None.
- C. Legislative Report:** None.

At 7:24 pm Harmon 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 - Absent, Brad Harmon – Yes, Kathy Mudrovic - Yes, Mike Ryan - Yes, Merle Schneider - Absent, Tuss Peluchette - Yes, Tom Smith – Yes. Motion passed.

Peluchette made a motion to have staff bring the necessary paperwork forward, including a Professional Engineered Stamped survey, required to officially reallocate the current property per exhibit C-1 as square parcels instead of linear parcels trading acre for acre property with Orchard Farm School District along Highway 94 and Highway B.

Seconded by Smith. Motion Passed.

At 9:17 pm Childress Made A Motion to come out of Closed Session. Seconded by Peluchette.

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

As there was no further business to discuss Peluchette moved for **Adjournment** at 9:18 pm; Seconded by Smith which then passed.

Meeting: January 20, 2021

Respectfully Submitted,



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Mike Ryan - President



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Denise Childress - Secretary