

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

**March 3rd, 2021**

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

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

**Others -** Maralee Britton – Director, Chris Atkinson -Assistant Director,  
Don Borgmeyer -Enterprise Superintendent  
Peter VanLinn: Maintenance Superintendent  
Gary Gerber - Parks Foreman, Chris Bunch - Parks Foreman  
Chan Smoot - Concession Coordinator, Adi Naumann - Recreation Coordinator

**3. 2020 Maintenance Report**

Maintenance Superintendent Peter VanLinn began the presentation. VanLinn highlighted the Maintenance Division organizational chart, the total number of staff members and the amount of parks, acreage, amenities, structures and features that his Division maintain every day. He also highlighted the 2020 year and all the changes and adjustments that were made due to Covid-19.

VanLinn then went onto highlight the number of hours that his staff spent doing different tasks like building or repairing infrastructure.

The Board thanked VanLinn and his staff for all they do for the Department.

**4. Purchase Order with Old Time Servicing Company to provide Cool Beads Premium Ice Cream to be resold at the concession stands in 2021 in an amount not to exceed \$28,000\***

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

**5. 200 Acre Park/High School Project Update.**

Britton presented the Board with the four updated concepts that staff and the consultant will be using for the next public meeting that will held on March 11th from 5:00pm - 7:00pm. Staff will also be meeting with the owners/operators of the adjoining farmland to get their thoughts on the four concepts before the public meeting.

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

Caskey - Good.  
Childress - Good  
Hannegan - Good  
Mudrovic - Good  
Peluchette - Good  
Harmon - Good  
Smith - Good  
Ryan - Good.

At 6:59 pm Smith made a motion to go into Closed Session to discuss the following:

- C. Hiring, firing, disciplining or promoting of particular employees when information relating to the performance or merit of individual employees is discussed or recorded. (RSMo 610.021.3)

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 - Absent, Tuss Peluchette - Yes, Tom Smith – Yes. Motion passed.

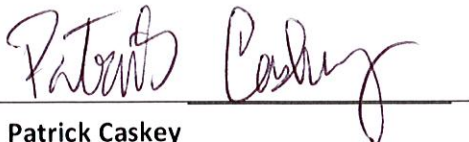
At 7:36 pm Childress Made A Motion to come out of Closed Session. Seconded by Peluchette.

Roll Call vote: Patrick Caskey - Yes, Denise Childress- Yes, Mike Hannegan - Yes, 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 Smith moved for **Adjournment** at 7.37pm; Seconded by Peluchette which then passed.

Parks and Recreation Board Work Session Meeting March 3rd, 2021

Respectfully Submitted,



**Patrick Caskey**  
**Vice President**



**Denise Childress - Secretary**