

**SAINT CHARLES PARK & RECREATION BOARD MINUTES  
PARK BOARD MEETING HELD  
April 20, 2022**

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

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

**Staff** Maralee Britton – Director, Chris Atkinson- Assistant Director,  
Mike Wilkins – Chief Park Ranger, Don Borgmeyer – Enterprise Superintendent,

**Others**

3. **Pledge of Allegiance**

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

5. **Staff Reports/Presentations:**

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

**A. Parks and Recreation Capital Improvement Plan 2023 – 2028\***

Peluchette made a motion to approve the Parks & Recreation Capital Improvement Plan for 2023 – 2028 ; seconded by Mudrovic.

**B. Recommendation of Oak Grove Cemetery Capital Improvement Plan 2023-2028\***

Peluchette made a motion to recommend to the City Council the Oak Grove Cemetery Capital Improvement Plan for 2023 – 2028 ; seconded by Mudrovic.

**C. Contract with Rowleys Bay Resort to provide overnight lodging and meals on June 16, 17 & 18, 2023 for trip participants during “Door County & Cranberry Country” trip in an amount not to exceed \$21,498.18\***

Hannegan made a motion to approve the contract request; seconded by Peluchette.

**D. Change Order #1 to contract with Mike Boschert to provide umpire scheduling and umpiring games in 2022. New contract amount will be \$13,870.00\***

Harmon made a motion to approve the change order; seconded by Mudrovic.

**E. Purchase Order with CDW-G to purchase desktop computers in an amount not to exceed \$18,860.00\***

Hannegan made a motion to approve the purchase; seconded by Peluchette.

**7. Meeting Minutes:**

- A. Parks & Recreation Board Meeting Minutes March 16, 2022\*
- B. Parks & Recreation Work Session Meeting Minutes April 6, 2022\*
- C. Parks & Recreation Finance Committee Meeting Minutes April 12, 2022\*

Childress made a motion to approve the meeting minutes; seconded by Mudrovic.

**8. 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
- F. Oak Grove Cemetery Report

Harmon made a motion to approve the consent agenda; Seconded by Mudrovic.

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

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

**11. Directors Report:**

- A. Thank You's (As Available)
- B. Community Outreach Update
- C. General Department Update

Britton updated the Board that there would likely be a discussion at the May Work Session about staffing/hiring difficulties and how it may impact facilities and programs in 2022.

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

Harmon asked staff about some caps on the playground equipment at Vogt Brothers Park. Staff said they would order some replacement ones.

Mudrovic said that the new pedestrian bridge in between Frontier Park and the Boat House parking lot looks great.

Childress asked about the status of replacement signs for GRG signs that are in Fox Hill Park. Staff said they would reach out again to GRG to get an update on when we can expect the updates signs to installed.

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

Due to the 2020 census results there needs to be some redistricting of the City's 10 wards. That process is ongoing. Also said that Ward 6 will have a new council person. Justin Foust won the election.

**14. Park Board Liaisons Comments**

**A. Foundation Report:** None.

**B. Legislative Report:** None.

As there was no further business to discuss Peluchette moved for **Adjournment** at 6:26 pm; Seconded by Mudrovic.

Meeting: April 20, 2022

Respectfully Submitted,

  
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Mike Ryan - President

  
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Denise Childress - Secretary