

**SAINT CHARLES PARKS & RECREATION BOARD MINUTES
MEETING HELD
December 21, 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 Brad Harmon, Kathy Mudrovic, Tuss Peluchette, Mike Ryan, Mike Hannegan, and Council Liaison Denise Mitchell were present. Denise Childress, Merle Schneider and Tom Smith were absent.

Staff Maralee Britton – Director, Chris Atkinson- Assistant Director, Mike Wilkins – Chief Park Ranger, Missy Hollander – Aquatics Coordinator, 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. Consideration of Revisions to the Aquatic Facility User Policy*

Hollander highlighted the revised policy. Harmon made a motion to approve the policy; seconded by Mudrovic.

B. Contract with McConnel & Associates to complete the Boone's Lick Park & Wapelhorst Park court projects in an amount not to exceed \$70,612.30*

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

C. Contract with Freemont Hotel Corporation dba Comfort Inn & Suites to provide overnight lodging for the 2023 Mystery Trip on July 25-28, 2023 in an amount not to exceed \$15,098.52*

Atkinson presented the contract. Peluchette made a motion to approve the contract; seconded by Mudrovic.

D. Contract with LRL Commercial Cleaning, Inc. to provide Janitorial Services in 2023 in an amount not to exceed \$17,832.00*

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

E. Purchase Order with Krey Distributing to provide alcoholic beverages for resale at Parks Concession stands in 2023 in an amount not to exceed \$29,000.00*

Atkinson presented the purchase. Mudrovic made a motion to approve the purchase; seconded by Harmon.

F. Contract with Capri Pools & Aquatics to perform opening and closing of aquatic facilities and maintenance support in 2023 in an amount not to exceed \$32,000.00*

Atkinson presented the contract. Peluchette made a motion to approve the contract; seconded by Mudrovic.

G. Resolution # 2, 2022 Request to declare equipment surplus*

Atkinson presented the Resolution. Harmon made a motion to approve the Resolution; seconded by Peluchette.

H. Purchase of a 55' man lift from Aerial Titans in an amount not to exceed \$59,950.00*

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

I. Contract with A Graphic Resource to provide brochure printing in 2023 in an amount not to exceed \$34,000.00*

Atkinson presented the contract. Peluchette made a motion to approve the contract; seconded by Mudrovic.

J. Contract renewal #3 with Protronics Technologies Inc. to provide wireless connectivity, internet, WAN/LAN, Firewall, Web Solutions and Monthly Server Maintenance in 2023 in an amount not to exceed \$70,000.00*

Atkinson presented the contract. Hannegan made a motion to approve the contract; seconded by Mudrovic.

K. Purchase Order with Industrial Soap Company to provide janitorial supplies through 6/30/2023 in an amount not to exceed \$15,600.00*

Atkinson presented the purchase. Mudrovic made a motion to approve the purchase; seconded by Peluchette.

7. Meeting Minutes:

- A. Parks & Recreation Board Meeting Minutes November 16, 2022*
- B. Parks & Recreation Board Work Session Meeting Minutes December 7, 2022*

Peluchette 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

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

9. Items Removed from the Consent Agenda: None

10. Presidents Announcements and Reminders:

Ryan mentioned that he had talk to someone at Plaza Lanes about the possibility of doing a youth bowling program. Staff said they would reach out to discuss.

11. Directors Report:

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

Britton that staff were working on filling the 3 open full time positions. Ranger Sergeant, Maintenance I and Maintenance III – HVAC.

Britton also let the Board know that at an upcoming meeting staff and the Board would need to discuss the future of the McNair Aquatic Facility.

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

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

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 6:39 pm;
Seconded by Mudrovic.

Meeting: December 21, 2022

Respectfully Submitted,



Mike Ryan - President



Denise Childress - Secretary