

SAINT CHARLES PARKS & RECREATION BOARD MINUTES
MEETING HELD
April 5, 2023

The meeting was **Called to Order** by President Ryan at 6:01pm in the American Legion Room in Memorial Hall. **Roll Call** noted the following present for the meeting:

Board Denise Childress, Brad Harmon, Mike Ryan, Mike Hannegan, Merle Schneider, Tuss Peluchette (Via Zoom) and Council Liaison Denise Mitchell were present. Kathy Mudrovic and Tom Smith were absent.

Staff Maralee Britton – Director, Chris Atkinson- Assistant Director, Mike Wilkins – Chief Park Ranger, Don Borgmeyer – Enterprise Superintendent, Adi Naumann – Recreation Coordinator, Missy Hollander – Aquatics Coordinator, Chan Smoot – Concessions Coordinator, Oscar Rojas – Recreation Supervisor

Other None

Motion by Childress to allow Tuss Peluchette to participate remotely in conjunction with City Ordinance 115.405 Remote Participation; Seconded by Harmon. Roll Call Vote.

Roll Call: Denise Childress – Yes, Mike Hannegan - Yes, Brad Harmon – Yes, Kathy Mudrovic - Absent, Mike Ryan - Yes, Merle Schneider - Yes, Tom Smith – Absent.

Tuss Peluchette- Yes.

3. Pledge of Allegiance

4. 2022 Ranger Report

Chief Ranger Wilkins presented the information. Calls for service and ranger activity increased but Wilkins put most of that down to how staff are now recording in the Police Department CAD system. Wilkins highlighted staff training, staff awards and accomplishments, and that COPS Camp was successful in 2022 and would be returning in 2023. The Motorcycle Safety Program would be hosting more classes in 2023. The Rangers would also be working with City PD on the implementation of Safety Town for younger children ages 4-6 in 2023

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

5. 2022 Enterprise Report

Enterprise Superintendent, Don Borgmeyer began the presentation. Borgmeyer highlighted Enterprise staff that won Park Ace Awards in 2022. Also highlighted all of the training completed by staff in 2022.

Concession Coordinator, Chan Smoot presented the Concessions and Memorial Hall information. For the most part all sales and rentals were higher than those in 2021. However not quite back to pre-pandemic levels. Biggest issue is less tournament play at Wapelhorst Ball Fields and less soccer games through SCCYSA at the Soccer Complex. Less events and participants impact the concessions revenue.

Aquatics Coordinator Missy Hollander presented the Aquatics information. The 2022 swim season had less attendance and less profitability than in 2021 which was a record year. A major reason for the drop in attendance was the 5 weeks where the facilities had zip code restrictions. Staff are currently finalizing plans for 2023 operations which will handle resident and non-resident entrance to the facilities in a new way. The annual increase in minimum wage and commodity prices is continuing to have a significant impact on expenses for the Aquatics Division.

Recreation Coordinator Adi Naumann and Recreation Supervisor Oscar Rojas presented the Recreation information. Naumann highlighted that 2022 Day Camp numbers which had more attendees than in 2021. Most programs and activities registration were higher than in 2021 and getting close to 2019 pre-pandemic levels. The annual increase in minimum wage is continuing to have a significant impact on expenses for the Recreation Division. There has been a slight reorganization in the Recreation Division on who is responsible for programs, trips and activities.

All Division's with the Enterprise Division are working on decreasing expenses where possible and increasing revenues through either fee increases or creating more revenue generating programs to help offset the know increases that they have to handle.

Childress was concerned about the significant drop in revenue from 2021 to 2022 in aquatics. Staff explained that 2021 was a record year for attendance and profitability and 2022 with the residency restrictions limited the number of people who attended the pools therefore impacted revenue in daily admissions (2022 less \$75,000 than in 2021). Childress asked if the Board could get more historical data going back further in years for Enterprise programs and activities. Staff said they would provide that information.

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

6. Resolution #2, 2023* Request to Destroy Documents*

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

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

7. Review of the Action Tracker Report

Britton presented the first draft of the Action Tracker. This item would be placed on future meeting agendas and will hopefully help keep the Board up to date on larger items that staff is working on that may come up at future Board meetings. The Board asked for this item to be placed on the Work Session agenda moving forward.

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

Harmon – Showed photographs of a storm water issue in Vogt Brothers Park. Staff said it would get added to the construction crews project list.

Schneider – Good

Ryan - Good

Hannegan – Good

Childress – Good

Peluchette - Good

Mitchell - Asked about a downed tree in Wapelhorst. Staff said they are aware and are waiting for drier weather to bring in equipment.

As there was no further business to discuss Childress moved for **Adjournment** at 7:38 pm; Seconded by Hannegan.

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

Meeting: April 5, 2023

Respectfully Submitted,



Mike Ryan - President



Denise Childress - Secretary