

**SAINT CHARLES PARKS & RECREATION BOARD MINUTES**  
**MEETING HELD**  
**June 19, 2024**

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** Sandy Bichel, Tim Glosier, Larry Muench, Mike Ryan, Anna Shy, TJ Slattery, were present. Kathy Mudrovic, Brian Scheidegger, Anne Zerr and Council Liaison Mary West were absent.

**Staff** Maralee Britton - Director, Chris Atkinson – Assistant Director, Don Borgmeyer - Enterprise Superintendent, Tina Sieker – Administrative Coordinator.

**Others** Mayor Dan Borgmeyer

**3. Pledge of Allegiance**

At 6:02 pm Muench Made a Motion to go into Closed Session to discuss;

- 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 Shy.

Roll Call: Sandy Bichel – Yes, Tim Glosier - Yes,– Kathy Mudrovic -Absent, Larry Muench - Yes, Mike Ryan – Yes, Brian Scheidegger - Absent, Anna Shy – Yes, TJ Slattery - Yes, Anne Zerr – Absent. Motion passed.

At 8:46 pm Muench Made a Motion to come out of Closed Session. Seconded by Shy.

Roll Call: Sandy Bichel – Yes, Tim Glosier - Yes,– Kathy Mudrovic -Absent, Larry Muench - Yes, Mike Ryan – Yes, Brian Scheidegger - Absent, Anna Shy – Yes, TJ Slattery - Yes, Anne Zerr – Absent. Motion passed.

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

**5. Staff Reports/Presentations: None**

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

**A. Election of Parks and Recreation Board Officers: President, Vice President, Secretary and Treasurer\***

**President.**

Ryan nominated Sandy Bichel; seconded by Slattery.

With no other nominations Ryan made a motion for nominations to cease and vote by acclamation; seconded by Slattery.

Roll Call: Sandy Bichel – Yes, Tim Glosier - Yes,– Kathy Mudrovic -Absent, Larry Muench - Yes, Mike Ryan – Yes, Brian Scheidegger - Absent, Anna Shy – Yes, TJ Slattery - Yes, Anne Zerr – Absent.

Sandy Bichel is President.

**Vice President.**

President Bichel opened the floor for nominations for Vice-President.

Ryan nominated Larry Muench; seconded by Bichel.

With no other nominations Ryan made a motion for nominations to cease and vote by acclamation; seconded by Bichel.

Roll Call: Sandy Bichel – Yes, Tim Glosier - Yes,– Kathy Mudrovic -Absent, Larry Muench - Yes, Mike Ryan – Yes, Brian Scheidegger - Absent, Anna Shy – Yes, TJ Slattery - Yes, Anne Zerr – Absent.

Larry Muench is Vice-President.

**Secretary.**

President Bichel opened the floor for nominations for Secretary.

Bichel nominated Anna Shy; seconded by Slattery.

With no other nominations Bichel made a motion for nominations to cease and vote by acclamation; seconded by Slattery.

Roll Call: Sandy Bichel – Yes, Tim Glosier - Yes,– Kathy Mudrovic -Absent, Larry

Muench - Yes, Mike Ryan – Yes, Brian Scheidegger - Absent, Anna Shy – Yes, TJ Slattery - Yes, Anne Zerr – Absent.

Anna Shy is Secretary.

**Treasurer.**

The consensus of the Board was to table the discussion and vote on the Treasurer position until the next Board meeting on July 17<sup>th</sup>.

**B. Adopt a Park/Council Buddies**

The following was decided through a drawing for Adopt A Park:

Bichel: Frenchtown, DuSable, Blanchette Landing, Eco Park.  
Ryan: Boschert Greenway, Fox Hill, Soccer Complex.  
Mudrovic: Berthold, Kister, Frontier & Forget Me Not.  
Scheidegger: Boones Lick, Circle Drive, Oak Grove Cemetery.  
Glosier: Webster, Heatherbrook, Vogt Brothers, Woodlands.  
West: Schaefer, Centennial Greenway.  
Zerr: Fountain Lakes, Kiwanis.  
Slattery: Blanchette, 116 acre.  
Muench: McNair, Westwinds, Jaycee.  
Shy: Wapelhorst, Graystone

The following was decided through a drawing for Council Buddies:

Scheidegger: Bill Otto  
Zerr: Mark Hollander  
Slattery: Bart Haberstroh  
Ryan: Vince Ratchford  
Muench: Bridget Ohmes  
Glosier: Michael Flandermeyer  
Shy: Justin Foust  
Mudrovic: Denise Mitchell  
Bichel: Council President Michael Galba, Park Board Liaison Mary West, Mayor Dan Borgmeyer

**C. Consideration of revoking the Fees and Charges Policy, Non-Profit Usage Policy, Waiver of Fees and Charges Policy and the Insufficient Funds Policy and to adopt a combined Fees Policy\***

Slattery made a motion to revoke the old policies and adopt a new combined policy; seconded by Ryan. Motion Passed.

**D. Consideration of revoking the First Come First Served Policy, Permits for Use of Picnic Shelters Policy, Use of Stage, Gazebo's and Rau Garden Area, Special Facilities and Picnic Shelters Policy, and Definitions of Park Department Picnic and Special Use Facilities Policy and to adopt a combined Reservation Policy\***

Muench made a motion to revoke the old policies and adopt a new combined policy; seconded by Shy. Motion Passed.

**E. Transfers Over \$15,000\***

Slattery made a motion to approve the transfers; seconded by Ryan. Motion Passed.

**F. Contract with Kolb Grading in the amount not to exceed \$53,124.50 for the Frontier Park Storm Sewer Bank Stabilization Project\***

Slattery made a motion to approve the contract; seconded by Ryan. Motion Passed.

**7. Meeting Minutes:**

- A. Parks & Recreation Board Meeting Minutes May 15, 2024\*
- B. Parks & Recreation Board Work Session Meeting Minutes June 5, 2024\*
- C. Parks & Recreation Board Closed Session Minutes, May 15, 2024\*\*
- D. Parks & Recreation Board Closed Session Minutes, June 5, 2024\*\*

Muench made a motion to approve the meeting minutes (A & B); seconded by Shy. The motion passed.

Ryan made a motion to approve the Closed Session Meeting Minutes (C & D); seconded by Shy.

Roll Call: Sandy Bichel – Yes, Tim Glosier - Yes,-- Kathy Mudrovic -Absent, Larry Muench - Yes, Mike Ryan – Yes, Brian Scheidegger - Absent, Anna Shy – Yes, TJ Slattery - Yes, Anne Zerr – Absent.

**8. Consent Agenda (Items to be received):**

The Consent Agenda was then addressed, which included the following:

- A. Calendar
- B. Financial Worksheets and Project Report
- C. Accounts Receivable Report
- D. Financial Transactions from \$10,000 to \$15,000- None
- F. Oak Grove Cemetery Report

Slattery made a motion to accept the consent agenda; Seconded by Muench. The motion passed.

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

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

**11. Directors Report:**

- A. Thank You's (As Available)**
- B. General Department Update**
- C. July 3, 2024 Work Session**

Britton requested that the Board cancel the July 3<sup>rd</sup> meeting date due to its close proximity to the July 4<sup>th</sup> Holidays.

Muench made a motion to cancel the July 3<sup>rd</sup> Work Session Meeting; Seconded by Ryan. The motion passed.

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

Bichel asked about the Frenchtown Association possibly adopting the Frenchtown Park. Atkinson said to provide his information to the group to discuss.

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

**14. Park Board Liaisons Comments**

**A. Foundation Report:** Will likely discuss accepting the Hawks Nest Park project as a possible Foundation project.

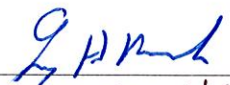
**B. Legislative Report: None.**

As there was no further business to discuss Slattery moved for **Adjournment** at 7:19 pm;  
Seconded by Muench. The motion passed.

Meeting: June 19, 2024

Respectfully Submitted,

  
Sandy Bichel, President

  
LARRY MUEHCH, VICE PRESIDENT