

SAINT CHARLES PARKS & RECREATION BOARD MINUTES
MEETING HELD
November 20, 2024

The meeting was **Called to Order** by President Bichel 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, Kathy Mudrovic, Larry Muench, TJ Slattery, Anne Zerr and Council Liaison Mary West were present. Mike Ryan, Brian Scheidegger and Anna Shy were absent.

Staff Maralee Britton - Director, Chris Atkinson – Assistant Director.
Mike Wilkins – Chief Park Ranger

Others Mayor Dan Borgmeyer, D. Todd Reineke

3. **Pledge of Allegiance**

4. **Verbal Petitions/Public Comments and Response:**

Mr. Reineke was informed by Board President Bichel that he had 3 minutes to discuss his topic during the Public Comment section.

Mr. Reineke distributed a document to the Board titled “Mueller Park: Establishment, Development, Sale and Impact. Draft Version C – November 19, 2024.”

Mr. Reineke said that he did not agree with the Park Boards/City Council to sell the St. Charles Soccer Complex to Invesco Group LLC. He questioned the sale price, the sale process, and had concerns about what SCCYSA and other groups who currently utilize the complex will do in the future.

The Board thanked Mr. Reineke for his comments.

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

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

- A. **Resolution #7, 2024 Declaring Equipment Surplus***
- B. **Contract with Playpower/Hutchinson Recreation for the purchase and install of new playground equipment in Boone’s Lick Park in 2025 in an amount not to exceed \$124,000.00***
- C. **Contract with SofSurfaces for the purchase and install of the new playground safety surfacing in Boone’s Lick Park in 2025 in an amount not to exceed \$88,000.00***

- D. **Contract with Deere & Company for purchase of 5 new propane mowers with 5 trade in mowers in an amount not to exceed \$49,439.20***
- E. **Purchase Order with Deere & Company for purchase of 1 new diesel mower with 1 trade in mower for Oak Grove Cemetery in an amount not to exceed \$19,653.42***
- F. **Purchase Order with ATT Mobility/FirstNet to provide cellular phone service and equipment in 2025 in an amount not to exceed \$32,300.00***

Muench made a motion to approve Action Items A, B, C, D, E & F; seconded by Zerr. Motion Passed.

- G. **Purchase Order with WEX Bank to provide fleet fuel cards for use in 2025 in an amount not to exceed \$99,500.00***
- H. **Purchase Order with NAPA Auto Parts to supply vehicle and equipment parts in 2025 in an amount not to exceed \$17,900.00***
- I. **Second Renewal Contract with Minuteman Press to provide brochure printing in 2025 in an amount not to exceed \$34,000.00***
- J. **Purchase Order with Imperial Dade to provide janitorial supplies in 2025 in an amount not to exceed \$30,000.00***
- K. **First Renewal of contract with STL Shirt Co. to provide all screen-printed shirts and apparel for staff and program participants in 2025 in an amount not to exceed \$39,550.00***

Glosier made a motion to approve Action Items G, H, I, J, & K; seconded by Mudrovic. Motion Passed.

- L. **Purchase Order with Krey Distributing to provide alcoholic beverages for resale at Concession Stands in 2025 in an amount not to exceed \$20,000.00***
- M. **Purchase Order with Concentra Medical Services for related medical and testing for employees in the Parks & Recreation Department in 2025 in an amount not to exceed \$20,000.00***
- N. **Contract with Vandalia Bus Lines to provide transportation services for trip participants in 2025 in an amount not to exceed \$16,685.00***
- O. **Contract with the Guest House at Graceland LLC. to provide overnight lodging, meals and tours for trip participants in 2025 in an amount not to exceed \$22,457.21***
- P. **Purchase Order with MTI Distributing for purchase of 2 Toro Groomers with 2 trade in Toro Groomers in an amount not to exceed \$25,869.28***
- Q. **Contract with Pundmann Motor Company for the purchase of 4 new trucks and attachments with 4 trade in trucks in an amount not to exceed \$189,735***
- R. **Contract with Jeff Ellis & Associates Inc. to provide aquatics risk management and safety certifications in 2025 in an amount not to exceed \$18,995.00***

Mudrovic made a motion to approve Action Items L, M, N, O, P, Q, & R; seconded by Glosier. Motion Passed

7. **Meeting Minutes:**

- A. **Parks & Recreation Board Meeting Minutes September 18, 2024***
- B. **Parks & Recreation Board Work Session Meeting Minutes October 2, 2024***
- C. **Parks & Recreation Board Bus Tour Minutes, October 16, 2024***
- D. **Parks & Recreation Board Work Session Meeting Minutes November 6, 2024***

Slattery made a motion to approve the meeting minutes (A, B, C & D); seconded by Zerr. The motion passed.

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
- E. 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:**

Bichel asked if anyone was interested in attending the 2025 MPRA Conference in Branson, MO on February 18-21, 2025 that they should let Britton know.

11. **Directors Report:**

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

Britton reminded the Board about the upcoming Board Holiday Social event that will take place on Thursday December 12th, 2024 from 6:00 – 9:00pm. Asked Board members to RSVP to staff.

12. Board Member Announcements and Reminders:

Slattery asked about parking at Booneslick Park. Since the building of the pickleball courts in the park the park usage has increased significantly. Due to a lack of a dedicated park parking lot most park users park on street. Staff said that the parking lot project is currently in the outer years of the 6 year CIP but we will more than likely have to move the project up so that it can be completed earlier.

13. Council Liaison Announcements and Reminders:

Council Liaison West asked for an update on the Pundmann Park Property. Staff said that City Engineering have been engaged and they have hired a design consultant and are working on the layout and construction documents for the on street parking, sidewalk extension and “dry creek” drainage channel that will be in the park. Parks staff are finalizing the items that will be in the “Donor Gift” catalog that can be used for fundraising purposes.

Mayor Borgmeyer updated the Board on current and future projects around the City.

14. Park Board Liaisons Comments

A. Foundation Report: Mudrovic updated the Board that the Parks Foundation Board is still working on their financial planning/investment document. They are looking to retain an attorney to assist with the project. Also said that the Turkey Bowl on November 9th, 2024 was successful with a great attendance.

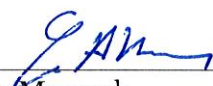
B. Legislative Report: None.

As there was no further business to discuss Slattery moved for **Adjournment** at 6:49 pm; Seconded by Muench. The motion passed.

Meeting: November 20, 2024

Respectfully Submitted,


Sandy Bichel, President


Larry Muench
Vice President