

**SAINT CHARLES PARKS & RECREATION BOARD MINUTES
MEETING HELD
DECEMBER 18, 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, Kathy Mudrovic, Larry Muench, Anne Zerr, Mike Ryan, Brian Scheidegger and Anna Shy were present. Tim Glosier, TJ Slattery and Council Liaison Mary West were present were absent.

Staff Maralee Britton - Director, Chris Atkinson – Assistant Director.
Mike Wilkins – Chief Park Ranger, Peter VanLinn – Maintenance Superintendent, Don Borgmeyer – Enterprise Superintendent, Missy Hollander – Aquatics Coordinator, Adi Naumann – Recreation Coordinator, Chan Smoot - Concession Coordinator.

Others Mayor Dan Borgmeyer, Director of Administration Lawrence Dobrosky,
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 referred to the documents that he had provided titled “Muller Park Comments. Park Board Meeting December 2024”. He stated he did not agree with the City using Park land as collateral. He also presented a timeline from February 2024 through October 2024.

The Board thanked Mr. Reineke for his comments.

5. Staff Reports/Presentations: None

6. Items for Discussion and/or Action-

A. Revisions to the Seasonal and Part-Time Wage Grid for 2025*

Mudrovic made a motion to approve the revised wage grid; seconded by Ryan. Motion Passed.

B. Purchase Order with Vermont Systems Inc. to provide annual service and support in 2025 in an amount not to exceed \$29,660.16*

Muench made a motion to approve the Purchase Order; seconded by Scheidegger. Motion Passed.

C. Change Order #1 to contract with Vandalia Bus Lines adding \$10,220 for an additional trip to original contract amount of \$16,685.00 for new contract amount not to exceed \$26,885*

Ryan made a motion to approve the Change Order; seconded by Scheidegger. Motion Passed.

D. Contract with Menger Hotel to provide overnight lodging for trip participants during the “San Antonio – Riverwalk” Trip May 3-9, 2026 in an amount not to exceed \$50,762.88*

Mudrovic made a motion to approve the contract; seconded by Zerr. Motion Passed.

E. Payment to Saint Charles Football Club for termination of license agreement for use of fields at the St. Charles Soccer Complex in the amount of \$20,277*

Zerr made a motion to approve the payment; seconded by Scheidegger. Motion Passed.

F. Contract with Kohl Wholesale to provide food and food supplies for resale at concession stands from 2025 through 2029 in an amount not to exceed \$542,000*

Mudrovic made a motion to approve the contract; seconded by Zerr. Motion Passed.

At 6:13 pm Ryan Made a Motion to go into Closed Session to discuss;

A. Legal actions, causes of action, or litigation. (RSMo 610.021.1)

Seconded by Zerr.

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

At 7:04 pm Zerr Made A Motion to come out of Closed Session. Seconded by Muench.

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

At 7:05 Shy left the meeting.

G. Contract renewal #5 with ProTronics Technologies Inc. to provide wireless connectivity, internet, WAN/LAN, Firewall, Web Solutions and Monthly Server Maintenance in 2025 in an amount not to exceed \$80,250*

Muench made a motion to approve the contract renewal; seconded by Mudrovic. Motion Passed.

H. Contract with Heartland Coca Cola to provide beverages for resale at concession stands from 2025 through 2029 in an amount not to exceed \$240,000*

Zerr made a motion to approve the contract; seconded by Muench. Motion Passed.

I. Consideration of revisions to the Aquatics Fee Schedule*

Zerr made a motion to approve the revised fee schedule; seconded by Scheidegger. Motion Passed.

J. Consideration of revisions to the Summer Fun Day Camp Fee Schedule*

Zerr made a motion to approve the revised fee schedule; seconded by Mudrovic. Motion Passed.

7. Meeting Minutes:

A. Parks & Recreation Board Closed Session Minutes March 20, 2024**

B. Parks & Recreation Board Closed Session Minutes September 18, 2024**

C. Parks & Recreation Board Closed Session Minutes, November 6, 2024**

D. Parks & Recreation Board Meeting Minutes November 20, 2024*

Muench made a motion to approve the closed session meeting minutes (A, B, & C); seconded by Zerr.

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

Mudrovic made a motion to approve the meeting minutes (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

Zerr made a motion to accept the consent agenda; Seconded by Mudrovic. The motion passed.

9. Items Removed from the Consent Agenda: None.

10. Presidents Announcements and Reminders:

Bichel stated that the January 1st, 2025 Work Session would be cancelled due to the holidays.

11. Directors Report:

A. Thank You's (As Available)

B. General Department Update

Britton informed the Board that the February Work Session will be a presentation/discussion on the Wapelhorst ball field turf upgrade project and on the McNair Main possible projects.

12. Board Member Announcements and Reminders:

Scheidegger asked about the condition of some of the asphalt trails in Wapelhorst Park. There is some cracking/separation. Staff said they were aware and will possibly include repair work in the 2025 CIP.

Ryan thanked staff for hosting the Board Holiday Party.

13. Council Liaison Announcements and Reminders: None

14. Park Board Liaisons Comments

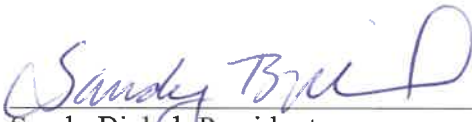
A. Foundation Report: None

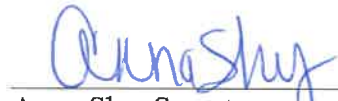
B. Legislative Report: None

As there was no further business to discuss Zerr moved for **Adjournment** at 7:33 pm; Seconded by Scheidegger. The motion passed.

Meeting: December 18, 2024

Respectfully Submitted,


Sandy Bichel, President


Anna Shy, Secretary