

SAINT CHARLES PARKS & RECREATION BOARD MINUTES
MEETING HELD
APRIL 16, 2025

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

Staff Maralee Britton - Director, Chris Atkinson – Assistant Director.
Don Borgmeyer – Enterprise Superintendent,
Peter VanLinn – Maintenance Superintendent.

Others Mayor Dan Borgmeyer, Holly Magdziarz - Acting City Attorney, D. Todd Reineke.

3. **Pledge of Allegiance**

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

Mr. Reineke referred to the documents that he had provided to the Park Board in their packet. He presented estimated visitor/user numbers for 2024 for the complex.

The Board thanked Mr. Reineke for his comments.

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

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

A. **Contract with Byrne & Jones to complete the Wapelhorst Park Field Improvement Project in an amount not to exceed \$1,765,000.00***

Following the Boards direction at their April 2nd, 2025 meeting Atkinson brought the artificial turf install project before the board for discussion and approval. The contract involves the removal of the existing dirt infields and replacing them with artificial turf infields. In addition to the infields there would also be improvements to the facility fencing, dug outs, concrete sidewalk connectors and plaza expansions. Pending Board approval, the project would start on August 1st, 2025 and be completed by December 31st, 2025.

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

B. Contract with McConnel & Associates to complete the McNair Park Basketball Court Repainting Project in an amount not to exceed \$23,778.00*

Atkinson presented the contract for repairing and repainting the basketball court in McNair Park.

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

C. Contract with Navigate Building Solutions to provide construction management for the 97 Acre – Option 2 Construction project in an amount not to exceed \$262,000.00*

Atkinson presented the contract for hiring Navigate Building Solutions to assist the Department with project management/owner's representative during Phase 1 of the 97 acre park development.

Shy made a motion to approve the contract; seconded by Glosier. Motion Passed.

D. Consideration of Budget Amendment #2, 2025*

Britton presented the BA#2. This would move \$2,000,000 that is undesignated from the Prop P Sales Tax and move it into the 97 Acre Recreation Site Development Project.

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

E. Contract with Kimberly J. Mathis, Esq., LLC for legal services not to exceed \$30,000*

Bichel requested that this item be tabled.

F. Discussion of the 97 Acre Recreational Site

Britton presented the timeline for the development of Phase 1 of the 97 acre park development. Design Documents will be finalized in 2025. Bidding and construction would be completed in 2026.

A joint meeting with City Council was discussed.

7. **Meeting Minutes:**

- A. Parks & Recreation Board Meeting Minutes March 19, 2025*
- B. Parks & Recreation Board Work Session Meeting Minutes April 2, 2025*

Slattery made a motion to approve the meeting minutes; seconded by Muench. 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 approve 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. 1st Quarter Report 2025

C. General Department Update

Britton highlighted the new quarterly report that staff will be using. It clearly provides relevant information in an updated format.

Britton also updated the Board that staff are working with St. Charles County/State of Missouri on possible funding sources to repair/replace the boat ramp located in DuSable Park.

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

13. **Council Liaison Announcements and Reminders:**

Councilperson West said that meetings are still continuing on the development of Pundmann Nature Park.

14. **Park Board Liaisons Comments**

A. Foundation Report: None

B. Legislative Report: None

At 6:50 pm Zerr Made a Motion to go into Closed Session to discuss;

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

Seconded by Shy.

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

At 7:42 pm Muench Made A Motion to come out of Closed Session. Seconded by Scheidegger.

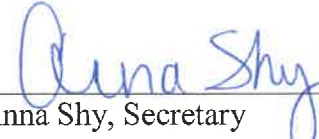
Roll Call: Sandy Bichel – Yes, Tim Glosier - Yes,– Kathy Mudrovic - Absent, Larry Muench - Yes, Mike Ryan – Absent, Brian Scheidegger - Yes, Anna Shy – Yes, TJ Slattery - Yes, Anne Zerr – Yes. Motion passed.

As there was no further business to discuss Shy moved for **Adjournment** at 7:43 pm; Seconded by Scheidegger. The motion passed.

Meeting: April 16, 2025

Respectfully Submitted,


Sandy Bichel, President


Anna Shy, Secretary