

**SAINT CHARLES PARKS & RECREATION BOARD MINUTES**  
**MEETING HELD**  
**October 1, 2025**

The meeting was **Called to Order** by Larry Muench at 6:00pm in the American Legion Room in Memorial Hall. **Roll Call** noted the following present for the meeting:

**Board** Kathy Mudrovic, Larry Muench, Brian Scheidegger Anna Shy, TJ Slattery, and Council Liaison Denise Mitchell were present.

Sandy Bichel, Tim Glosier and Anne Zerr were absent.

**Staff** Maralee Britton – Director, Chris Atkinson- Assistant Director, Don Borgmeyer – Enterprise Superintendent, Mike Wilkins - Chief Park Ranger

**Other** Holly Magdziarz – City Attorney, Councilperson Bill Otto

3. **Pledge of Allegiance**
4. **Discussion and Consideration for approval the Organizations Hosting Ticketed Events in Public Parks Policy effective January 1, 2026\***
5. **Discussion and Consideration for approval amending the Special Event Use Policy Manual effective January 1, 2026\***
6. **Discussion and Consideration for approval amending the Business Use Policy effective January 1, 2026\***
7. **Discussion and Consideration of revoking the Athletic Facility League and Tournament Policy and the Permits for Use of the Ball Fields and adopting the Athletic Field Use Policy effective January 1, 2026\***

Britton led the discussion of the ticketed events policy. This change or new policy was created following a request by the Oktoberfest Committee who would like to have the ability to charge for access to future events in Frontier Park. There was a lot of discussion about beer gardens or areas of the parks that can currently be blocked off for a “private” event. Also, a lot of discussion about how the park could be fenced/gated to restrict access to the park/event and how that would work with the KATY Trail being in such close proximity to Frontier Park.

The Board felt that they needed more input from the large event organizers who would be the ones running these ticketed events. Britton said that staff would reach out to the large event hosts and share the draft policy to get some feedback. The plan is to further discuss the Ticket Event Policy and by default the other policies and manuals that would be impacted and/or changed by that policy at the next Work Session on November 5<sup>th</sup>, 2025.

Slattery made a motion to table Items #4, 5, 6 & 7; seconded by Mudrovic. Motion Passed.

**8. Discussion and Consideration of revoking the Soccer Complex Practice Permit Policy effective at passage\***

Britton explained that since this policy only relates to the Soccer Complex that the City no longer owns and operates that this policy should be revoked.

Slattery made the motion to revoke the Soccer Complex Practice Permit Policy; seconded by Scheidegger. Motion Passed.

**9. Discussion and Consideration for approval of a contract with Lochmueller Group Inc. to complete the Legacy Farms Park Updated Traffic Study in an amount not to exceed \$23,000.00\***

Atkinson explained the contract and the need for the work. Required by MODOT due to the amount of time and development that has taken place in the area of Legacy Farms Park since original study was completed.

Slattery made the motion to approve the Purchase; seconded by Scheidegger. Motion Passed.

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

Muench – Good.

Scheidegger – Good.

Zerr – Good.

Mudrovic – Good.

Slattery – Good.


Council Liaison Mitchell – Thanked staff for clearing the black fencing along Old Highway 94 on the Centennial Greenway.

As there was no further business to discuss Scheidegger moved for **Adjournment** at 6:40 pm; Seconded by Mudrovic. Motion passed.

Meeting: October 1, 2025

Respectfully Submitted,

  
Sandy Bichel President

  
Larry Muench  
Vice President