

ST. CHARLES PARK & RECREATION BOARD
Work Session Tentative Agenda
March 4, 2026 - 6:00PM
American Legion Room in Memorial Hall, Blanchette Park

Notes: * Indicates Item Needing Formal Action
 ** Indicates a Closed Session Topic Known to be Scheduled
 *** Indicates Roll Call Vote
 Wording (highlighted) Indicates Topic Added to Agenda

1. Call To Order
2. Roll Call: Joshua Allen, Sandy Bichel, Tim Glosier, Kathy Mudrovic, Larry Muench, Brian Scheidegger, Anna Shy, TJ Slattery, Anne Zerr and Council Liaison Denise Mitchell
3. Pledge of Allegiance
4. Discussion of Rau Garden
5. Presentation of the 2025 Parks & Recreation Department Annual Report
6. Adopt a Park (Board Member observations pertinent to facilities, programs and services within the System)
7. Closed Session (As Indicated)
 - A. Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys. (RSMo 610.021.1)
 - 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)
 - C. Hiring, firing, disciplining or promoting of particular employees when information relating to the performance or merit of individual employees is discussed or recorded. (RSMo 610.021.3)
 - D. Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment (RSMo 610.021.13)
8. Adjournment

The City of St. Charles offers all interested citizens the opportunity to attend public meetings. If you wish to attend this public meeting and require an accommodation due to a disability, please contact the Office of The City Clerk to coordinate an accommodation at least two (2) business days in advance of the scheduled meeting at 636-949-3282 or 636-949-3289 (TTY – for the hearing impaired).

The City of St. Charles, Missouri, fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information, or to obtain a Title VI Complaint Form, please call the City Clerk’s Office at (636)949-3282 or visit City Hall located at 200 North Second Street, St. Charles, Missouri, 63301.

Posted by: _____ Date: _____ Time: _____

St. Charles Parks and Recreation Board

MEMORANDUM

Date: February 23, 2026

From: Chris Atkinson, Assistant Director of Parks & Recreation
Peter Van Linn, Superintendent of Parks & Recreation

RE: Rau Garden Project Update

Summary:

History of Rau Garden from historical files.

Garden was established in the 1930's after the area failed to hold water as a lake. The garden was built using W.P.A. workers. They installed all of the walkways and flower beds. Originally established as a rose garden, but was later changed to a flower garden.

In September 1973, the garden was dedicated in honor of Benjamin Rau. After Rau's death in 1974 the garden was renamed as Ben Rau Memorial Garden. Rau volunteered his services to the Parks & Recreation Board from 1940 – 1973. He owned and operated Parkview Gardens, right across the street from Blanchette Park.

In 1987, the original flagstone walkways deteriorated to the point where they needed replaced. At that same time the current paver pathway was installed. The Angel of Hope statue along with the engraved paver patch was installed in 1998.

The garden is rented several times a year typically for wedding ceremonies and used by local high schools as a location for prom and graduation photographs. The Angel of Hope area also attracts visitors/events through the SHARE organization.

Due to the fact the area was originally designed as a lake and large sections of Blanchette Park drain into the garden area staff have constantly had to deal with major and minor flooding issues. The flooding has also caused issues with the paver paths that were installed back in 1987. Over the last 5 years there has been a steady decline in the number of rentals and visitors using the space.

There is currently one wedding rental in the system on Memorial Day weekend and staff have blocked off the rest of 2026 for the renovation project to take place. The goal is to complete the construction portion of the project by the end of 2026 and the planting portion by the spring of 2027.

With \$80,000 budgeted in the 2026 CIP staff have been working on a plan to make some significant improvements that will upgrade the garden area while at the same time keeping the gardens original intent and design. Those plans along with budgetary estimates are outlined in the attached PowerPoint presentation.

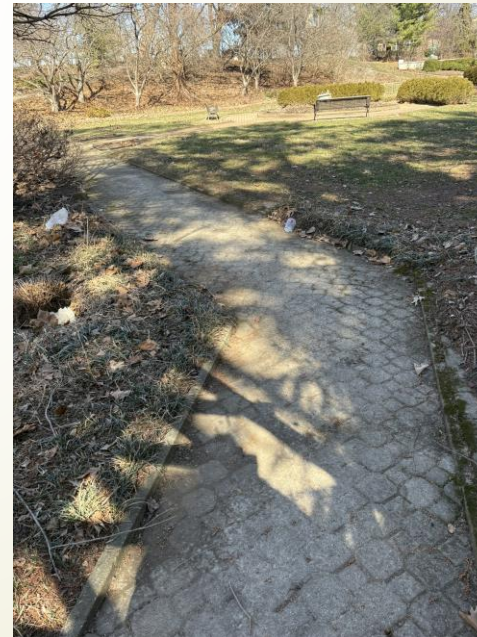
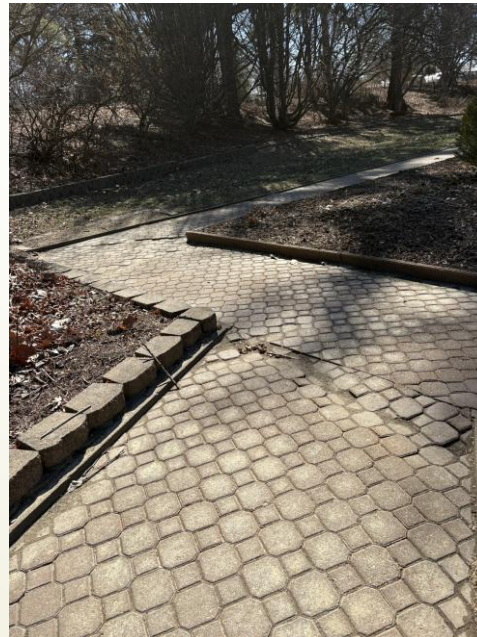
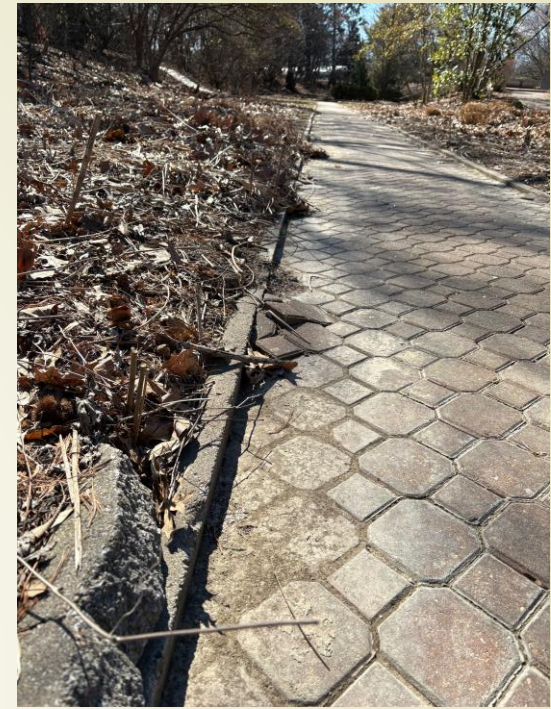


Rau Garden Improvement Plan

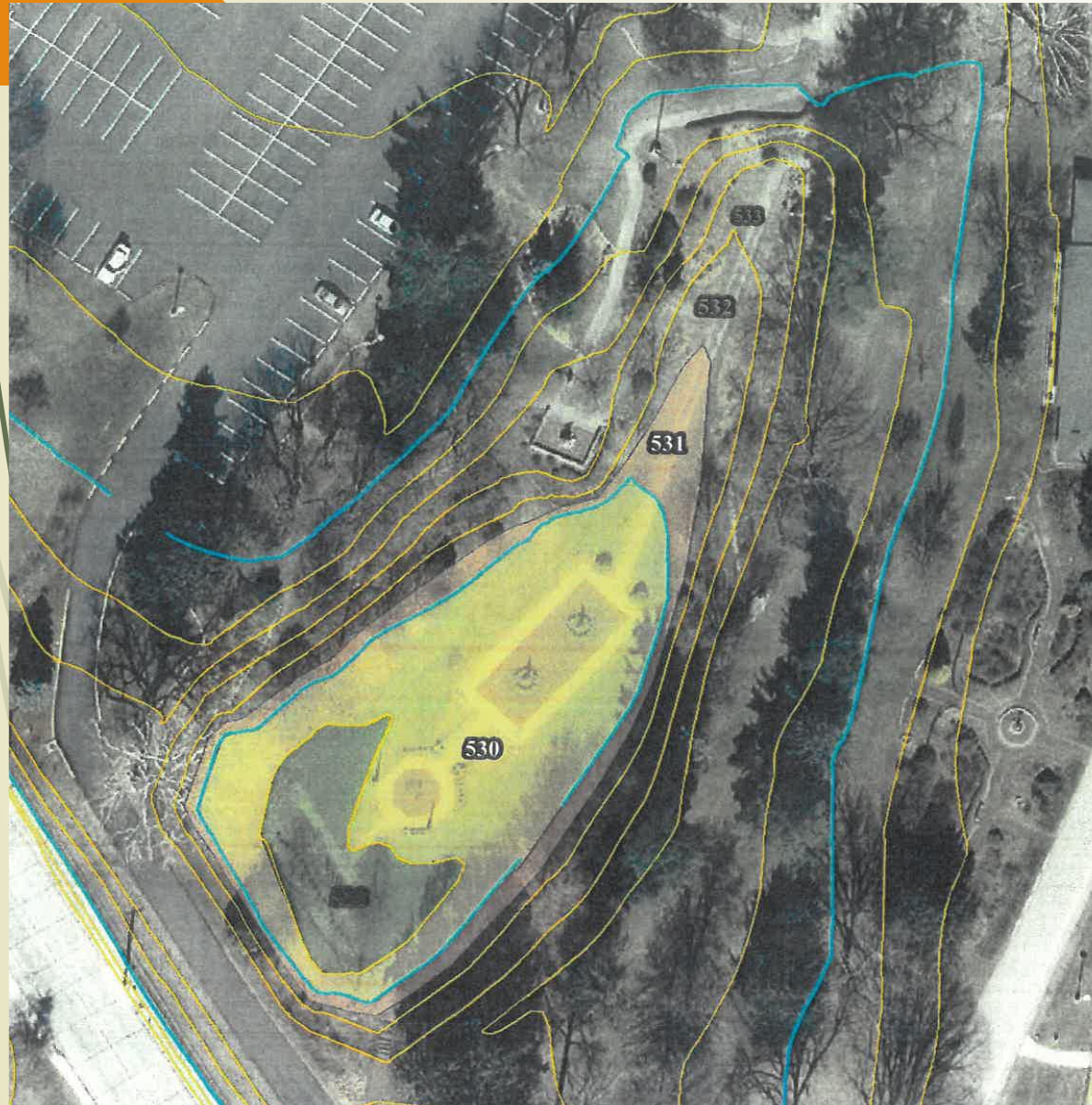
St. Charles Parks and Recreation Board Work Session – March 4th, 2026

Current Condition

- Erosion, water ponding, and flooding in rain
- Lifting and movement of pathway pavers
- Overgrown, outdated, and undesirable plants
- Aesthetically impaired after storm events
- Weak drainage and detention capabilities during and after rainfall



Current Condition

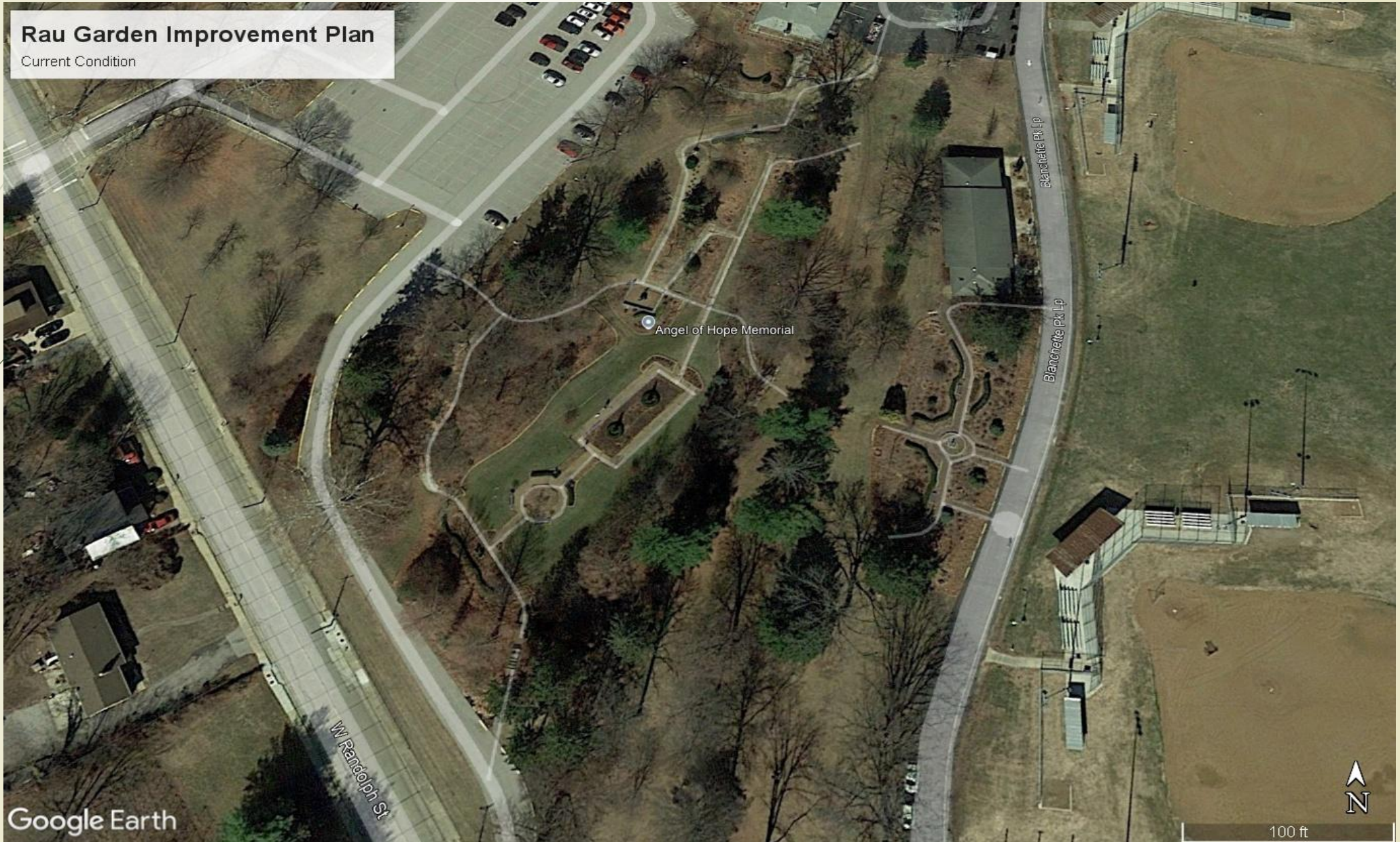


15 YEAR RAIN EVENT (4.5" - 5.0" in 24 hrs.)



100 YEAR RAIN EVENT (7" - 8" in 24 hrs.)

Current Condition



Current Condition

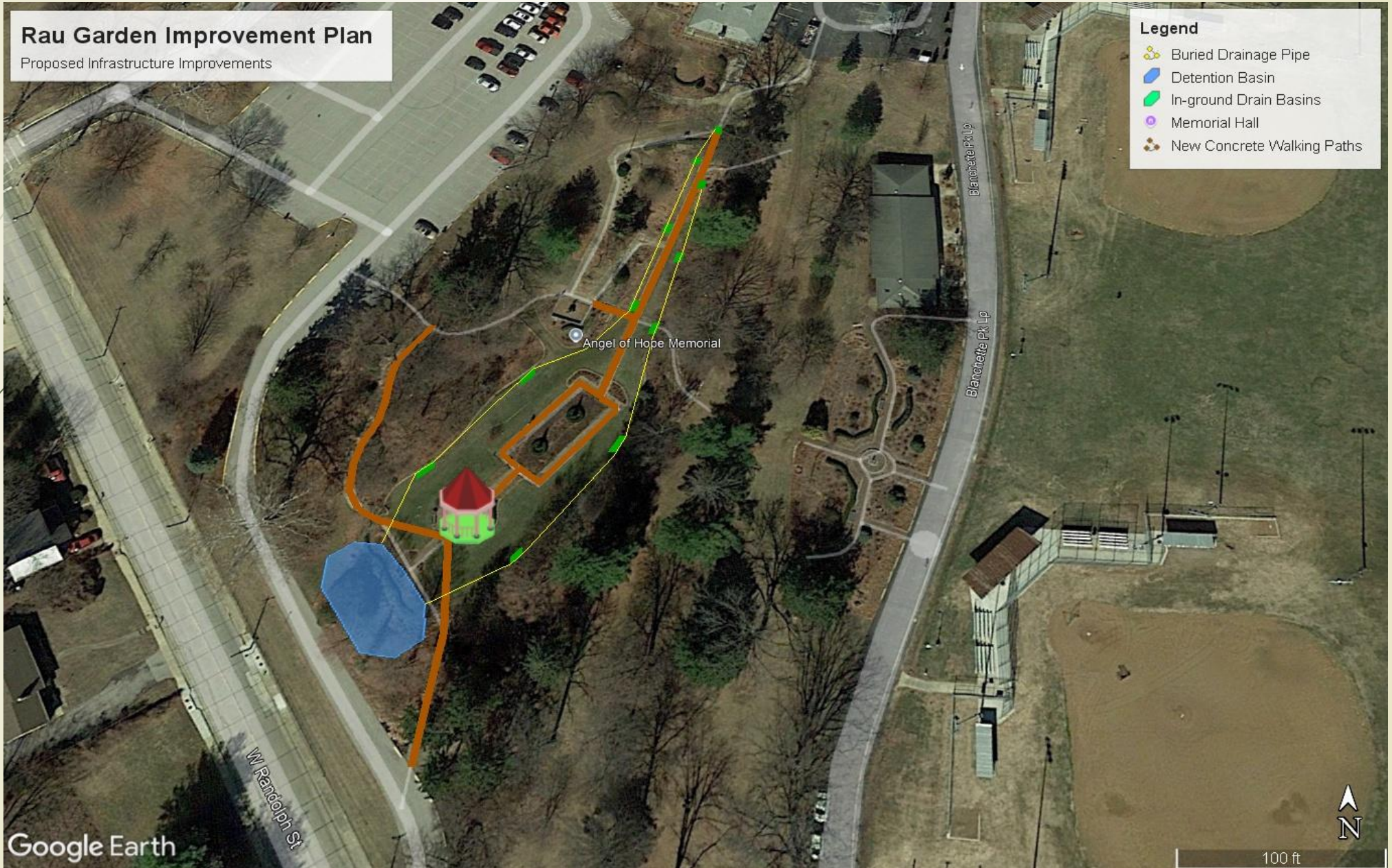


Project Goals

- Remove the risk of trip hazards
- Replace undesirable plants with cost effective, low maintenance plants compatible with specific site characteristics
- Improve overall user experience for renters and visitors
- Improve overall aesthetic and ecological health of site
- Reduce erosion
- Reduce areas where water ponds

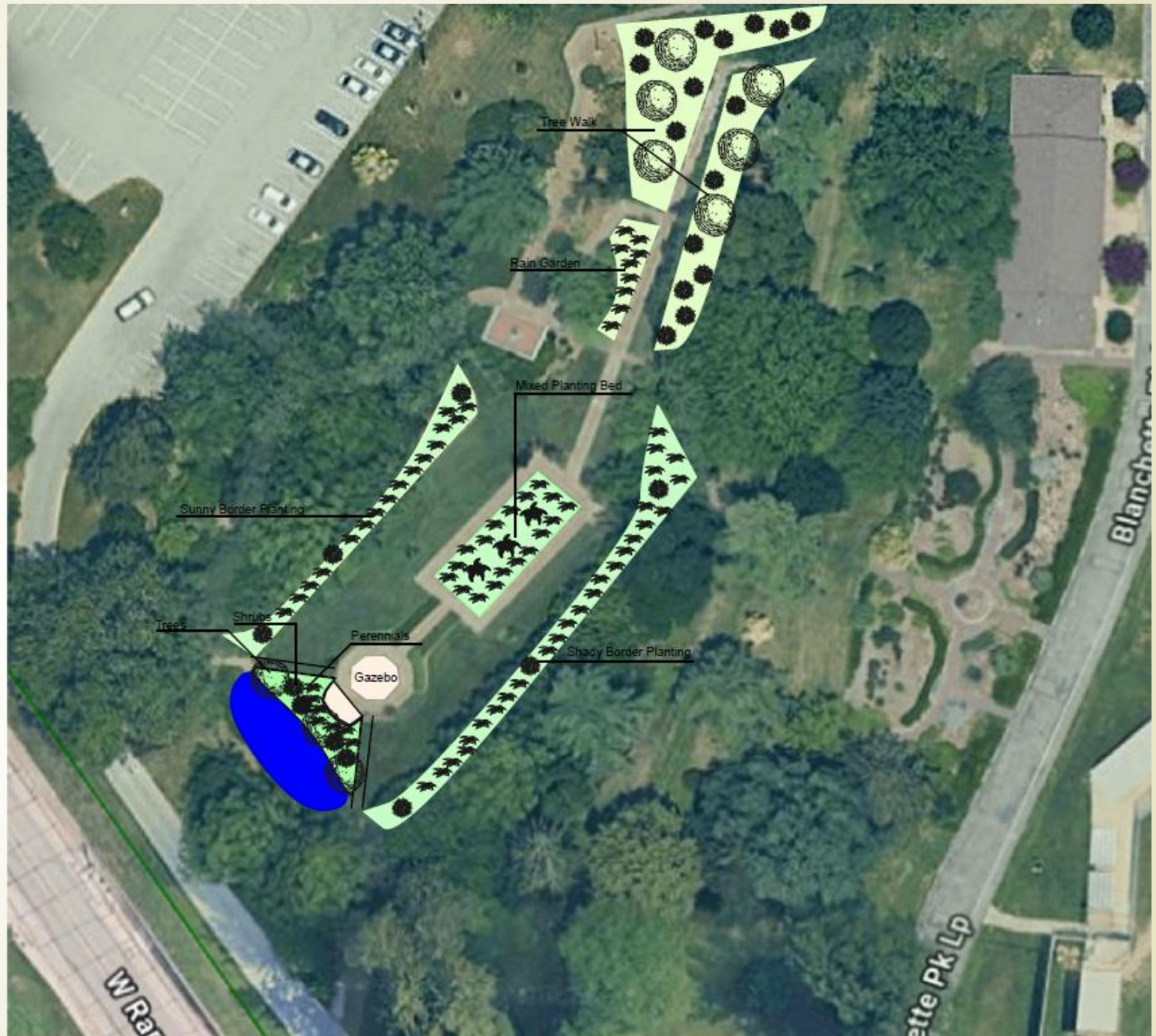


Infrastructure Improvement Plans



Planting Plans

- Reduce & remove overgrowth and undesirable species
- Replant different zones according to site characteristics
- Sun loving plants in high sun exposure areas & shade tolerant plants in shaded areas
- Focal plantings near gazebo & basin
- Tree walk plantings near Memorial Hall
- Rain garden plants in wet middle area



Forecasted Budget Projection

<u>Project/Resource</u>	<u>Description</u>	<u>Cost</u>
26PARKS003	Gardens & Memorial Hall Drainage	\$80,000.00
Drainage Infrastructure	Basins/Grates, 720' of Pipe, etc.	\$20,000.00
Concrete Paths/Stairs	2 Stair Sets, 810' of Path, Pump Truck, etc.	\$30,000.00
Landscape/Erosion Stonework	Rip Rap, Outcropping Stone	\$8,000.00
Arbors/Pergola	Walkway Arbor Arch/Pergola feature	\$2,500.00
Shelter	Gazebo/Pavilion Structure	\$16,000.00
Balance	Remaining Funds	\$4,500.00
26PARKS010	Landscaping - Plants	\$9,500.00
Plants	Trees, Wildflowers, & Groundcover	\$5,000.00
Balance	Remaining Funds	\$4,500.00

Gazebo Garden Plants



Siberian Iris – *Iris siberica*



New England Aster –
Symphotrichum novae-angliae



Viburnum – *Viburnum carlesii*



Fringe Tree – *Chionathus virginicus*

Gazebo Garden Plants



Blackberry Lily – *Iris domestica*



Coneflower – *Echinacea purpurea*



Peony – *Paeonia lactiflora*



Garden Mum – *Chrysanthemum sp.*

Sunny Border Plants



Beautyberry – *Callicarpa Americana*



Crape Myrtle – *Lagerstroemia bicolor*



Virginia Sweetspire – *Itea virginica*



False Cypress – *Chamaecyperis pisifera*

Sunny Border Plants



Muhly Grass – *Muhlenbergia reverchonii*



English Lavendar – *Lavandula angustifolia*



Butter and Sugar Iris – *Iris siberica*



Lanceleaf Coreopsis – *Coreopsis lanceolata*

Shaded Border Plants



Turtlehead – *Chelone glabra*



Windflower – *Anemone x hybrida*



Bleeding Heart – *Dicentra sp.*

Shaded Border Plants



Columbine – *Aquilegia canadensis*



Pulmonaria 'Cotton Cool' – *Pulmonaria* sp.



Coral Bells – *Heuchera* sp.

Rau Tree Walk Plants



Serviceberry – *Amelanchier arborea*



Beardtongue – *Penstemon digitalis*



Carnellian Dogwood – *Cornus mas*



Witch Hazel – *Hamamelis vernalis*

Rau Tree Walk Plants



Sourwood – *Oxydendrum arboretum*



Black Elder – *Sambucus nigra*



Blackhaw – *Viburnum prunifolium*



Forsythia – *Forsythia x intermedia*

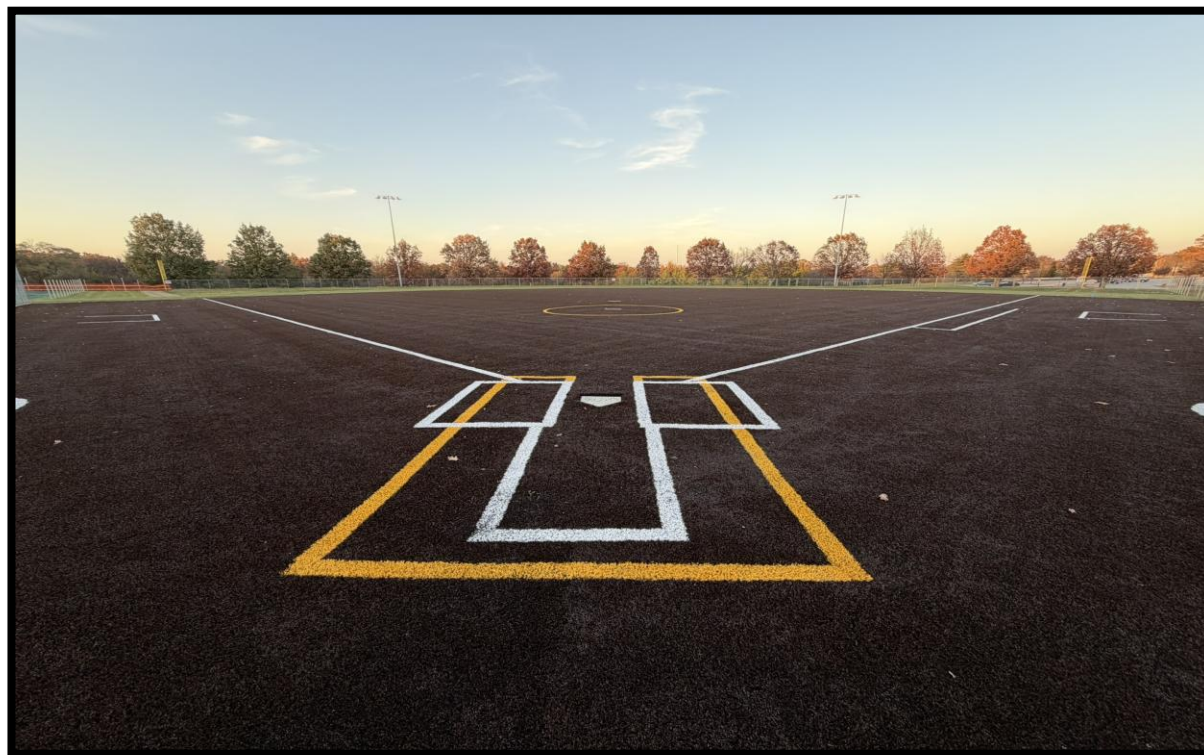


**St. Charles Parks and
Recreation
Board Members**

Sandy Bichel, President
Larry Muench, V. President
Anna Shy, Secretary
Anne Zerr, Treasurer
Kathy Mudrovic, Member
Brian Scheidegger, Member
Tim Glosier, Member
TJ Slattery, Member
Joshua Allen, Member
Denise Mitchell, City Council
Liaison

2025

**St. Charles Parks and Recreation
Department Annual Report**



5.

We R STC

Welcoming
Empowerment
Responsibility
Solution-Oriented
Teamwork
Communication

Our Mission

The City of St. Charles Parks and Recreation Department provides parks, facilities and programs to enrich the quality of life for residents and visitors, while preserving green space for future generations to enjoy.



Administration

2025 Accomplishments

WELCOMING

- Introduced mobile app and trained users making aquatic pass use and registration easier.
- Introduced web verification process to allow passport applications to be done on-line rather than a mandatory trip to office during business hours.
- Continued use of summer hours to allow public to get pool passes and register/pay for day camp outside of usual business hours.

EMPOWERMENT

- Staff attended VSI Symposium and other training opportunities to improve skills and engagement with job.

SOLUTION ORIENTED/TEAMWORK

- Introduced returning seasonal staff packets on DocuSign, allowing digital processing of paperwork.
- Began working with City to roll out MUNIS payroll system. Work will continue on Time and Attendance with transition to new system in April.
- Set building contracts, concessions/set-up forms and pool contracts up in DocuSign.
- Created report to track league and tournament payments to better track A/R.
- Transitioned to new EERP Financial Program for purchasing and A/P, in July.

COMMUNICATION

- Initiated use of splash page on WebTrac to push programs and share information.
- Redesign of PLAY brochure to increase connections to community.
- Created Guide to Pool Admissions to educate about options.

RESPONSIBILITY

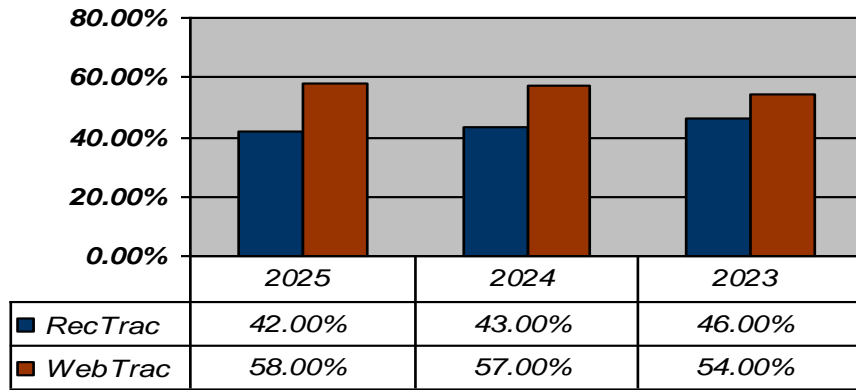
- Made concerted effort to update emergency contacts in Rectrac (particularly trip participants) to ensure safety of participants.



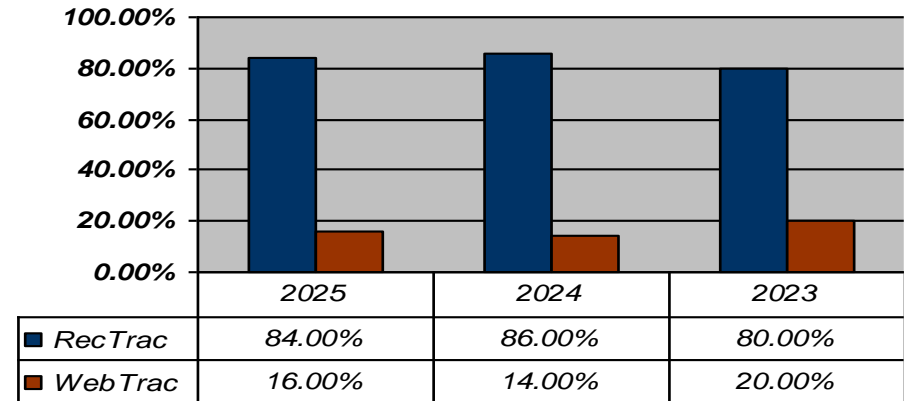


Administration

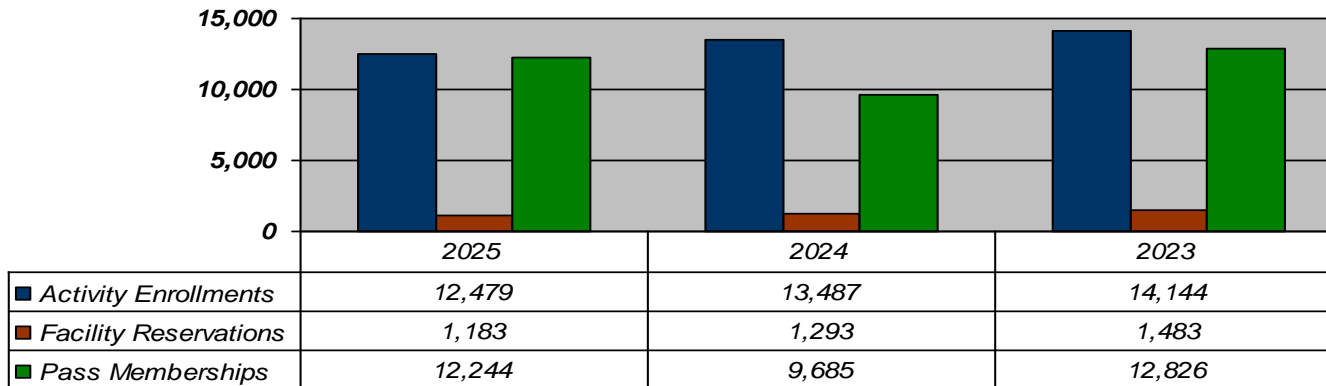
Activity Enrollment by Percentage



Facility Reservations by Percentage



Transactions





Administration

Looking Forward to 2026

- Transition to MUNIS Timekeeping & Attendance system in April.
- Continue extended hours in summer to meet customer needs (but based on 2025 feedback starting in May and ending in June).
- Digitize processes where ever possible to encourage efficiency.
- Escalate efforts to increase rentals of community buildings.
- Develop one year marketing plan to be more proactive in marketing efforts for programs, facilities and community outreach.
- Develop strategy to adopt document management software to archive and update policies, training, procedures, and other ongoing and critical documents.
- Roll out automated waitlists, which will notify the first person on the waitlist and allow them a set amount of time to respond before moving on to the next person. This is currently a manual process. Particularly useful for day camp waitlists.
- Document processes for administrative tasks to aid in cross training but also to ensure consistency/accuracy of reports that are done on a more limited basis to be sure the same metrics are being used.
- Develop new Community Garden contracts and guidelines in advance of reopening in 2027. Look at possible partnerships to make more robust part of community.



“Parks are life-affirming. I applied for this job after the loss of my husband. I was searching for a way forward as winter approached. In the park, I found families at play, enjoying life. Inside I found passionate people creating and caring for spaces and programs where community thrives. Swings creaked, mowers purred, sledders laughed, woodpeckers, bees and squirrels went about their work. Life surrounded me year-round and reminded me to embrace the moments of each day. Parks enrich people’s lives, and I’m honored to be part of that mission.

Tina Sieker - Administrative Coordinator



Aquatics

2025 Accomplishments

WELCOMING:

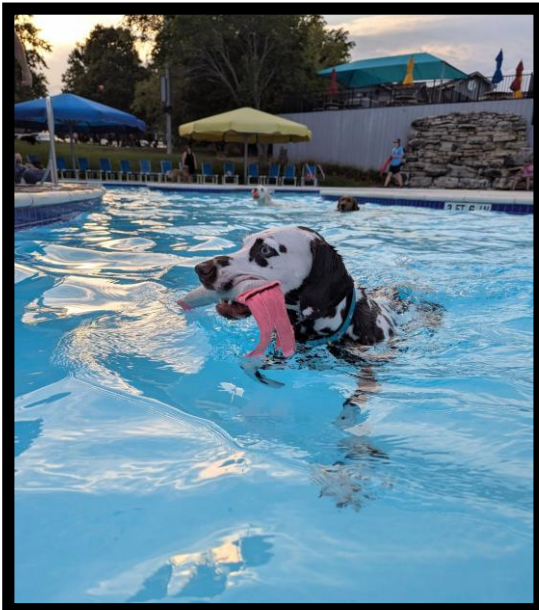
- Developed a Jr. Lifeguarding shadow experience for youth interested in a future lifeguard position.
- Partnered with Boys & Girls Club to offer swim lessons to their camp participants.

COMMUNICATION:

- Developed customer surveys to gather feedback and valuable insight to help improve overall customer experience.

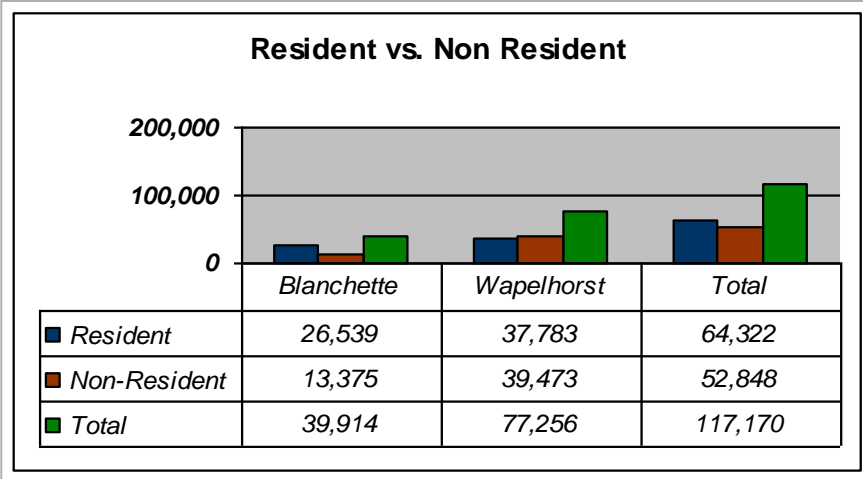
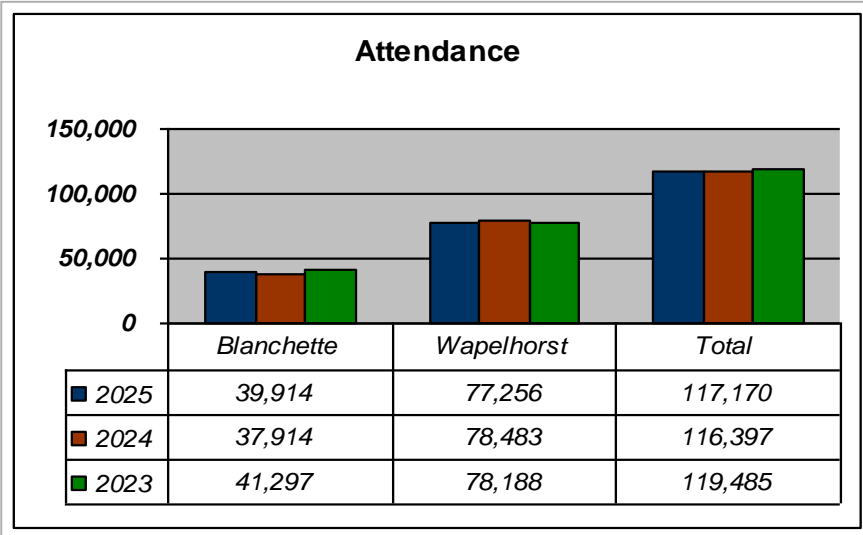
RESPONSIBILITY:

- Attended VSI Symposium to gain tools and skills relevant to our current Parks & Recreation management software.



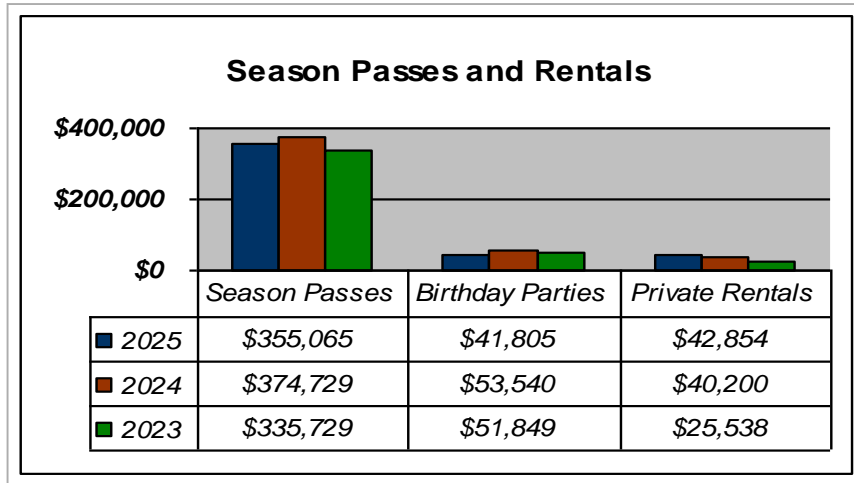
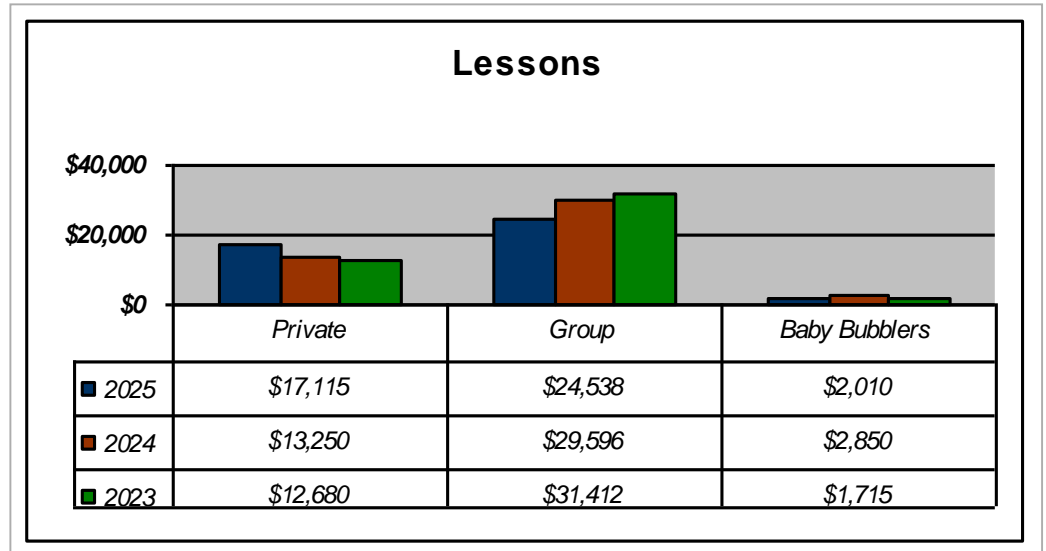


Aquatics



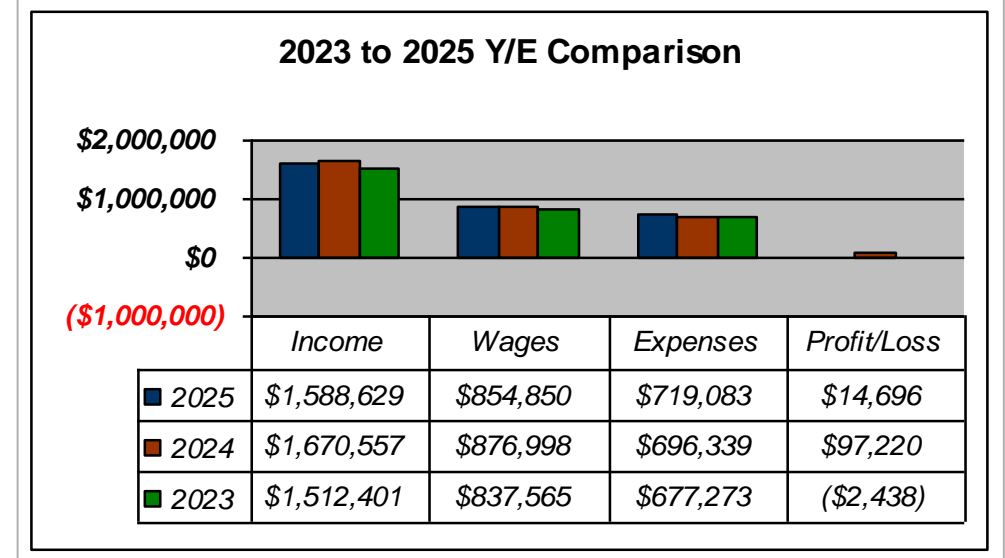
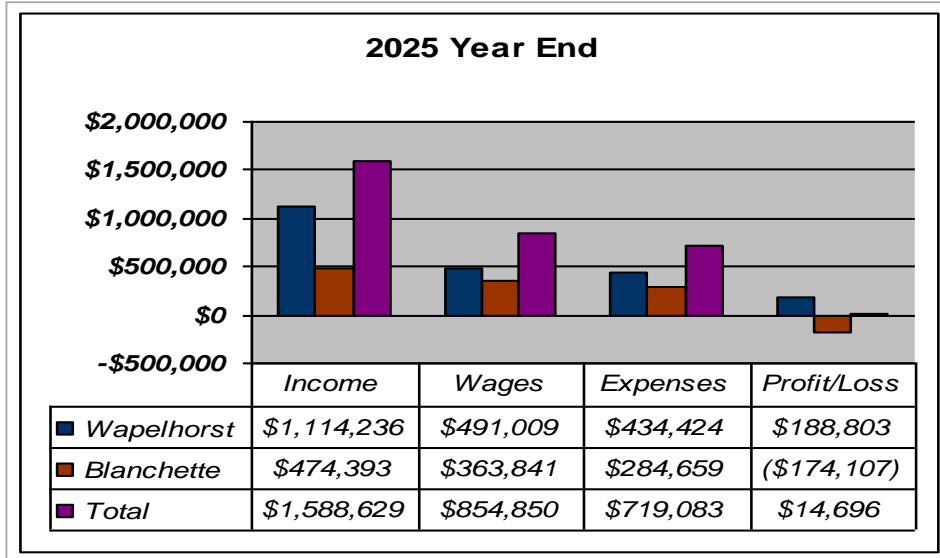


Aquatics





Aquatics



Looking Forward to 2026

- Develop and implement an educational plan that increases public awareness of Blanchette Aquatic Facility, highlights its amenities, and drives increased attendance.
- Analyze labor hours for pool opening, closing, and training from previous years to assist in labor cost savings.
- Create a cross-training program for aquatic supervisors on admissions and concessions.



“St. Charles is my home and has been my entire life. I started working for the Parks Department as a lifeguard at 16, and it has been my home ever since. I want every Park guest to feel that same sense of home and community that I have for the past 20+ years.”

Missy Hollander - Aquatic Coordinator



Concessions

2025 Accomplishments

WELCOMING:

- Blanchette ballfields concession stand was remodeled with all stainless-steel surfaces, new flooring, painting and LED lighting.
- Achieved 100% Health Inspection scores in all concession stands, reinforcing our commitment to food safety, cleanliness, and delivering a safe dining experience for our guests.

EMPOWERMENT:

- Concessions Coordinator attended and renewed certification for SERVSafe and also attended the NRPA Conference in Orlando, FL for professional development and to strengthen job-related skills.

SOLUTION ORIENTED:

- Successfully maintained partnerships with Borrromeo Soccer, Immanuel Lutheran Soccer, and the Royal Ramblers Rugby Club by coordinating the creation of soccer and rugby fields at McNair Daycamp.

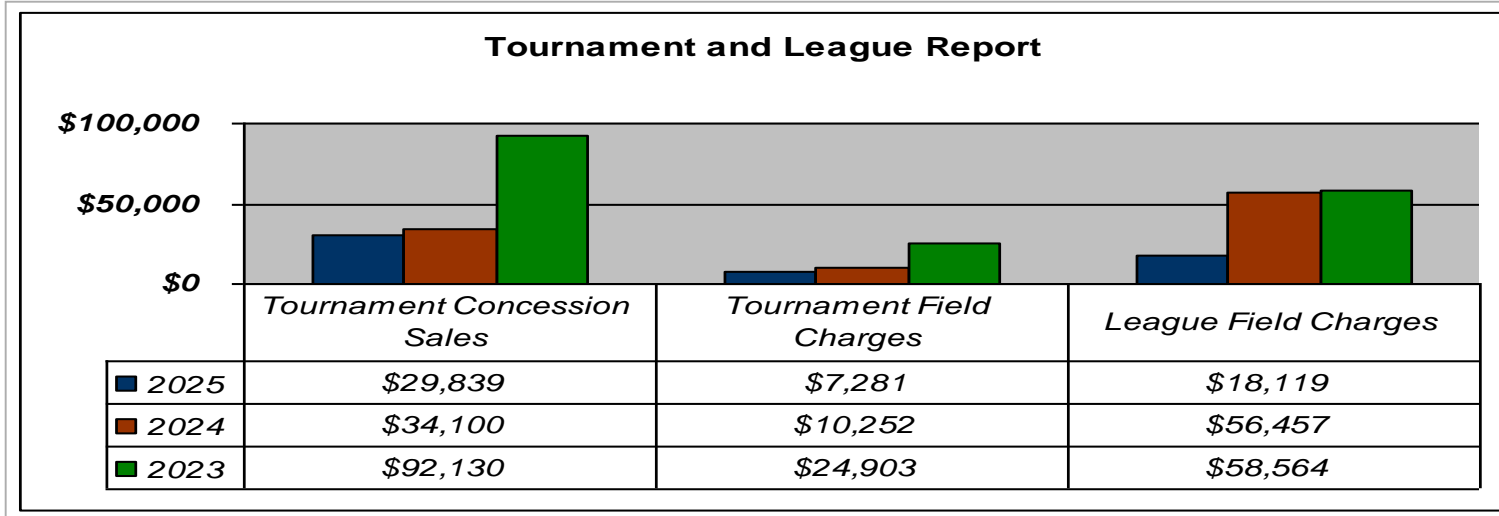
TEAMWORK:

- Concessions proudly partnered with Recreation and Aquatics for the City-Wide Take Your Child to Work Day, spotlighting the fun and meaningful roles at St. Charles Parks & Recreation.





Concessions



Field Charges include Field Preparation, Per Game Fees, Lights, Drying Agents, Lights, Vendor Fees and Porta-Johns

Tournament and League Notables

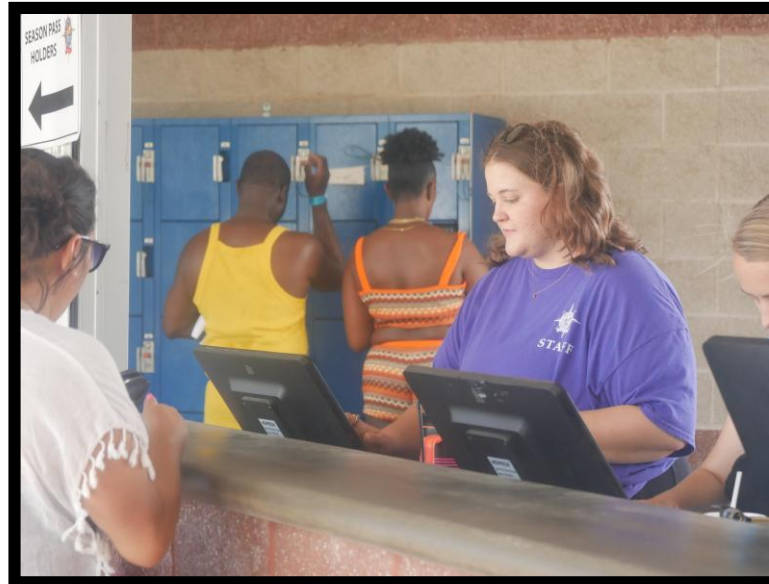
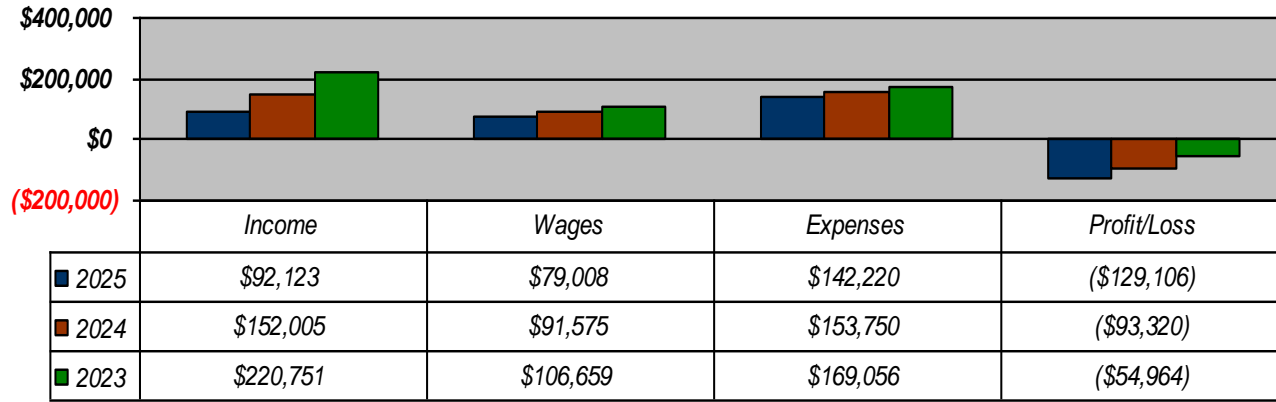
- Staff innovation, combined with the dedication of our leagues, helped re-energize McNair Day Camp for the 2025 season, highlighted by soccer and rugby games.
- Tournament cancellations in 2025, driven by rainouts and low team registrations, had a notable impact on concessions sales and field charge revenues.
- As we move into 2026 and beyond, staff are eager to embrace the new opportunities at the renovated Wapelhorst Athletic Complex.





Concessions

2023 to 2025 Year End Report





Concessions



“Born and raised in St. Charles, I grew up enjoying our parks and community programs. Those experiences continued as I raised my own family. Now, I’m proud to have come full circle, serving our residents through my work with St. Charles Parks & Recreation. I truly enjoy coming to work in the parks each day.”

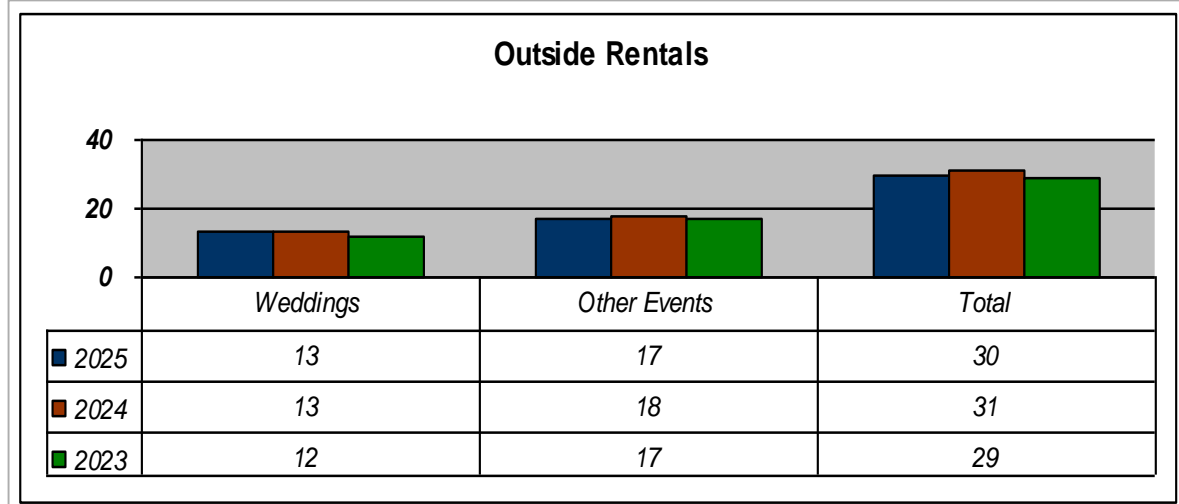
Chan Smoot – Concessions Coordinator

Looking Forward to 2026

- Wapelhorst Athletic Complex concession stand remodel project underway.
- Partnership with GMB Baseball for a season full of tournament play.
- Revamping Concessions Staff Training Program to help improve the current comprehensive training program, expand training opportunities, promote team cohesion and provide dedicated onboarding sessions for new hires.
- Developing an internal application process for Pool Lead positions to ensure equal opportunity for all interested staff while helping identify and select the most qualified candidates for the role.

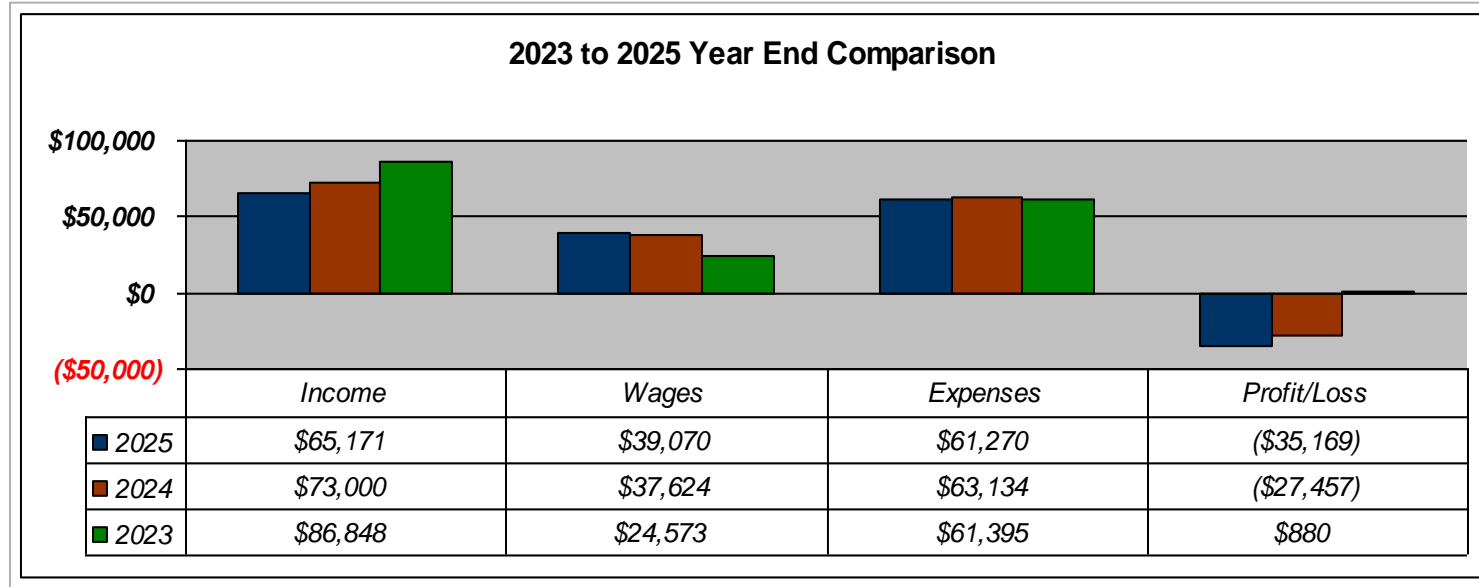


Memorial Hall



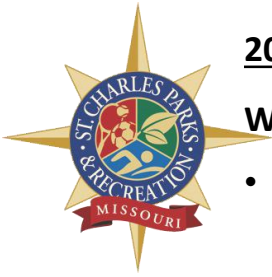


Memorial Hall



Looking Forward to 2026

- Memorial Hall advertising objectives are being evaluated and implemented for 2026 to increase awareness and visibility. Efforts focus on targeted outreach within the wedding venue market, as well as engagement with local fundraiser events to promote rental opportunities, supported by digital, in-person, print, and promotional materials, aimed at increasing bookings.
- Rental numbers for Memorial Hall in 2025 decreased slightly compared to 2024. With enhanced marketing strategies launching in 2026, efforts are focused on increasing exposure, driving inquiries, and improving overall bookings.



2025 Accomplishments

WELCOMING:

- New programs were developed and introduced including, Pound Unplugged Fitness classes, self-defense classes, youth tennis and youth programs open house. Popular class offerings were expanded like adult fitness and pickleball. A new and additional overnight trip to Christkindlmarket was sold out quickly. This helps us offer to the community what they are looking for most in their programming.

EMPOWERMENT:

- The Enterprise Coordinators, alongside marketing, developed a new training video for seasonal staff. Being more consistent with all seasonal training helps ensure all the necessary information is given and the different areas work together as a unified system.
- Oscar Rojas became a Certified Parks and Recreation Professional (CPRP) with the National Recreation and Park Association (NRPA). This is a beneficial step continuing his education and professional development with Parks and Recreation.

RESPONSIBILITY:

- Recreation Coordinator and Recreation Supervisor attended a week-long virtual conference with National Inclusion Project. These sessions provided participants with the strategies, resources, and best practices needed to make inclusion possible across all settings, in all activities, for children with and without disabilities.

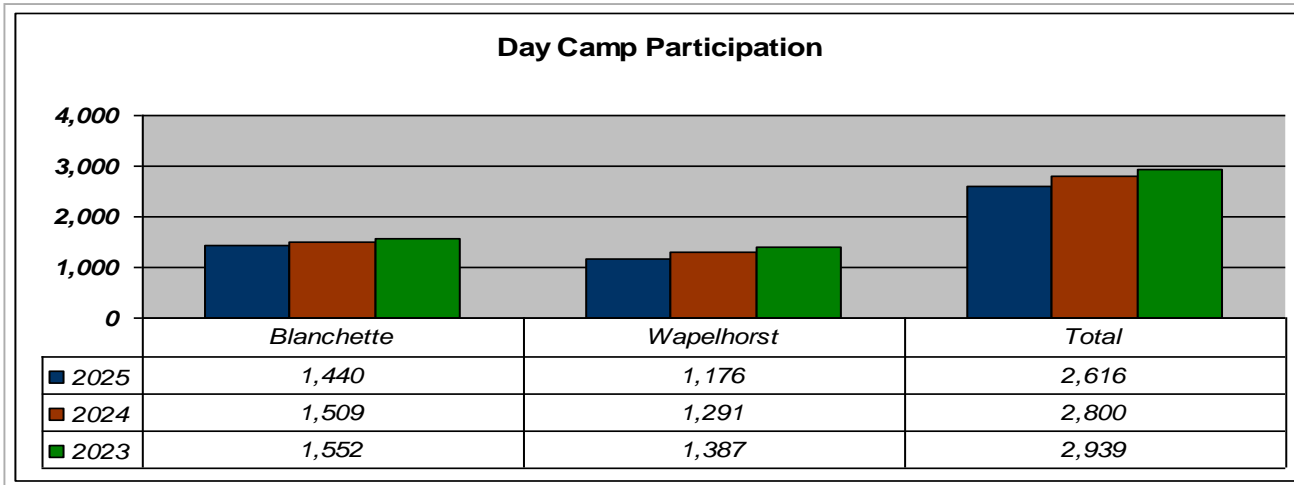




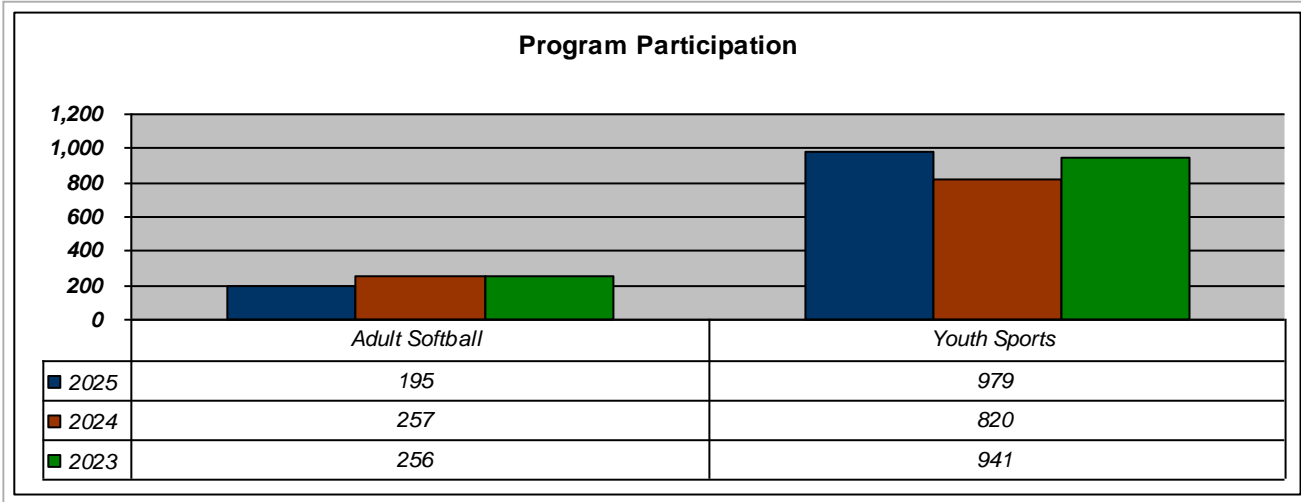
Recreation



Day Camp Participation



Recreation



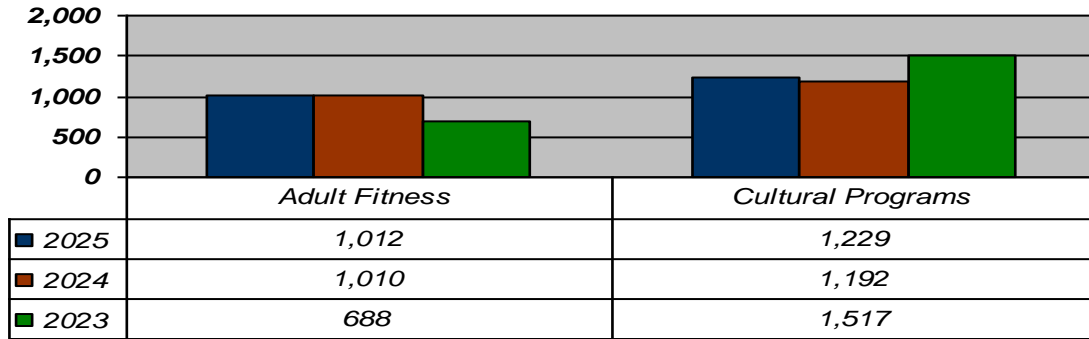
St. Charles Parks has given me the ability to positively impact the community through accessible, well-run programs and spaces. I believe parks and recreation play a critical role in quality of life, especially for families and kids, and I'm motivated by creating environments where people feel welcome, safe, and connected.

Oscar Rojas – Recreation Supervisor II

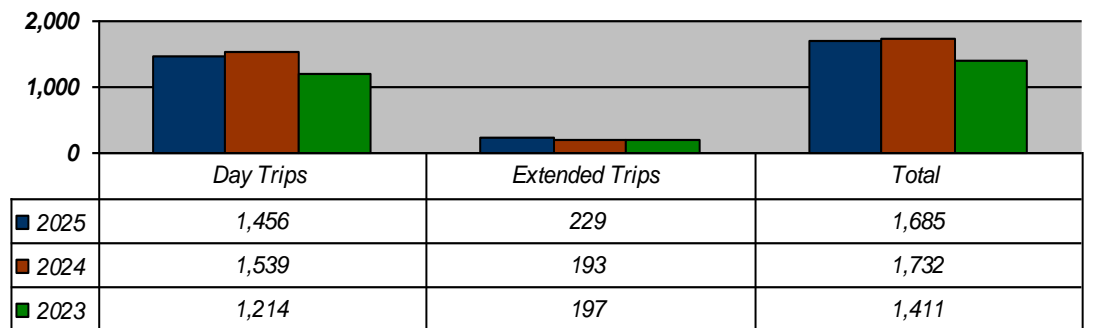


Recreation

Enrichment Program Participation

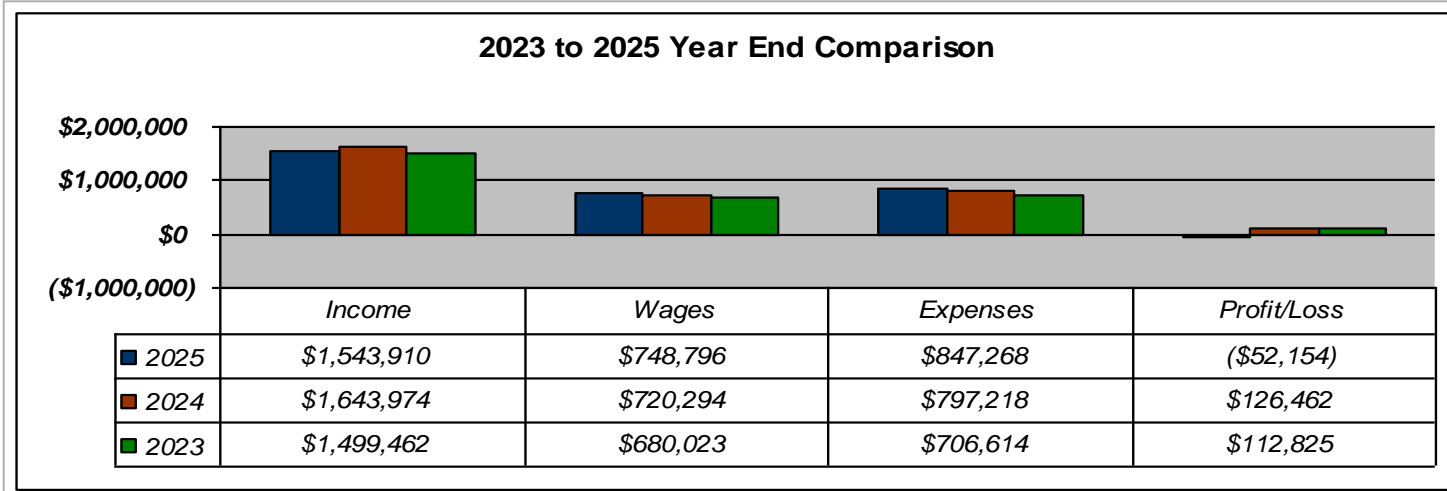


Trip Program Participation





Recreation



Looking Forward to 2026

- Celebrating new turf athletic fields at Wapelhorst with Opening Homerun Derby Event.
- Working with the City of St. Charles to restructure and bring annual Senior Activities Fair to Memorial Hall.
- Onboarding new Group Travel Specialist, Judi Meredith.
- Adding additional 12th week of Summer Fun Day Camp to help accommodate childcare needs with later begin date for local school districts.
- 50th anniversary of Summer Fun Day Camp program.
- Partnering with St. Charles FC to offer new soccer summer camp program.



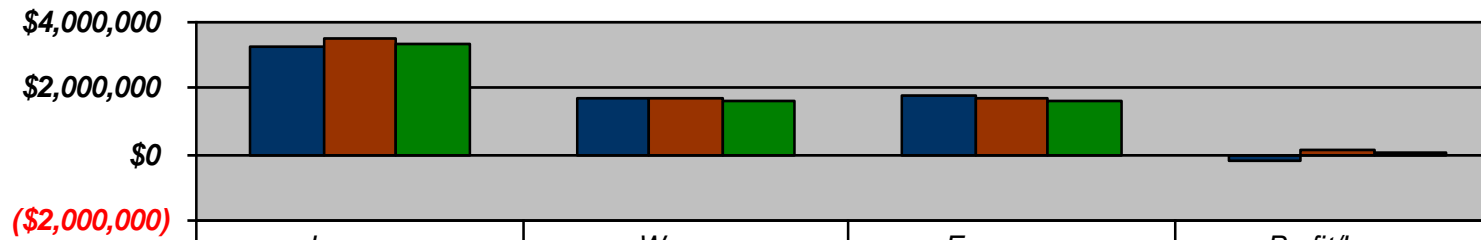
As Recreation Coordinator, my “why” is rooted in my love for programming, outdoor activities, and working with children. I am driven by the opportunity to bring joy, health, and connection to our residents while collaborating with our rec staff and entire department to create meaningful programs and events. Seeing our community come together and watching young leaders grow reminds me that recreation is about more than activities but about impact and the memories made. I also hope to show my daughters that you can build a life and career by following a path that brings you joy and helps others.

Adi Naumann -- Recreation Coordinator



Enterprise

2023 to 2025 Year End Comparison



	Income	Wages	Expenses	Profit/Loss
2025	\$3,289,833	\$1,721,724	\$1,769,841	(\$201,732)
2024	\$3,539,836	\$1,725,491	\$1,710,441	\$102,905
2023	\$3,319,462	\$1,648,820	\$1,614,338	\$56,303





Maintenance

Parks Resources Overview

26 Parks – Over 700 Acres

- Over 5,000 managed trees
- 500 Trash cans
- 248 Acres of mowed turf
- 60 Light Timers (47 astronomical, 13 mechanical)
- 43 Athletic fields (55 acres)
- 12 Acres of landscaped planting beds
- 2 Outdoor aquatic facilities
- 2 Greenways (6.5 miles of trail)
- 2 Formal Gardens & 1 Community Gardens

90 Structures

- 34 Shelters & Gazebos
 - 300 Picnic Tables
 - 120 Light Fixtures
 - 46 Grills
- 25 Sets of Restrooms
 - 366 Toilet Paper Dispensers
 - 81 Toilets
 - 58 Sinks
 - 32 Urinals
- 88 HVAC & Cooling Units
- 19 Playgrounds

47 Staff

- 1 Parks Superintendent
- 2 Foremen
- 1 Maintenance Supervisor
- 2 Horticulturalists
- 1 Mechanic
- 4 Maintenance III
- 4 Maintenance II
- 1 Maintenance I
- 31 Part-time

138 Vehicles & Equipment

- 33 Vehicles & Heavy Equipment
 - Dump Trucks
 - Pickups
 - Loaders & Skid Steers
 - Mowers
 - Gators/UTVs
- 100 Tools & Power Equipment
 - Blowers
 - Trimmers
 - Chainsaws
 - Utility Locators



Maintenance

2025 Accomplishments

Welcoming

- Replaced Boone's Lick Park playground and surfacing.
- Represented the City at the 2025 Missouri Park and Recreation Association's Region 4 – Park Maintenance Rodeo with 4 members competing across 5 events showcasing job knowledge and equipment skills.
- Explored hiring seasonal maintenance staff at 16 instead of 18.
- Engaged 250 Volunteers for over 1,200 hours of volunteer help in various aspects of park maintenance including trash removal, brush clearing, tree planting, and facility cleaning and painting.





Maintenance

2025 Accomplishments cont.

Empowerment

- Maintenance staff participated several external training and education opportunities throughout the year including certified playground safety inspection, executive leadership development, sports turf management, irrigation, electrical, and arborist certification.
- The maintenance division once again partnered with the Easter Seals Foundation to provide a 6 week work development and training program for 3 young adults with learning challenges, during which maintenance staff design and oversee a variety of projects for the program participants to help complete and learn from across several park properties.

Responsibility

- Updated asphalt pavement along the main drive road in Blanchette Park.
- Upgraded the ball fields at the Wapelhorst Athletic Complex by adding turf infields, secure fencing, and new batting cages.
- Replaced 5 old zero-turn mowers with new and converted all to propane for less environmental impacts.

Solution-Oriented

- Added Maintenance I position and converted an existing Maintenance II position to weekend responsibilities to help improve weekend operations and visitor experience for renters.
- Utilized GIS technology to collect data and develop maps of several park amenities including, shelters, benches, signs, and trash cans, which will be used to better maximize resources and efficiency through more informed planning.



Maintenance

2025 Accomplishments cont.

Teamwork

- Parks maintenance staff worked with Public Works staff to work out a plan to help drain a pond at Vogt Brothers Park in order to remove overgrown cattails and shrubs and better water access and visitor experience opportunities.
- Maintenance staff partnered with the non-profit Forest ReLeaf for our annual Arbor Day Celebration, providing free tree saplings and a planting demonstration, education, advocacy, and advice to participants as well as a guided tree I.D. walking tour.

Communication

- Developed a revised recruitment strategy for seasonal hires using more focused job descriptions which brought more interest and applications for seasonal and part-time maintenance help in 2025.



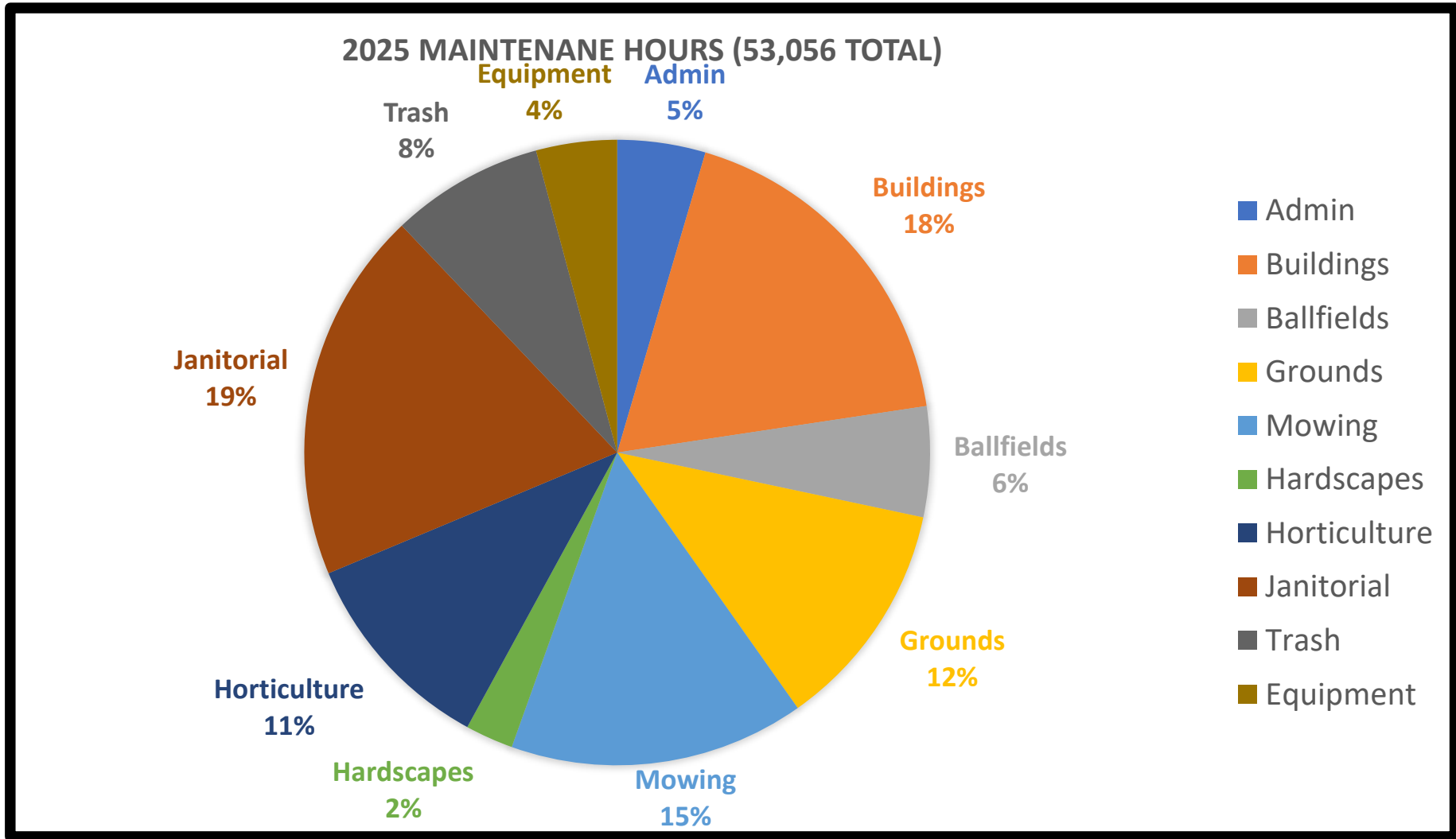


Maintenance

Activities In Hours	2025	2024	2023	2022	2021
Admin/Events	2,416	2,369	2,015	1,840	1,848
Ballfields	3,027	2,670	4,200	4,462	4,266
Building Maintenance	9,586	9,848	10,945	11,108	11,302
Grounds Maintenance	6,306	8,167	8,416	7,654	7,784
Hardscape/Trails	1,316	1,471	1,393	699	683
Horticulture	5,698	5,910	6,554	5,650	5,242
Janitorial Services	10,200	9,286	9,790	8,577	8,533
Trash Services	4,194	3,681	2,330	2,570	2,475
Mowing	8,096	8,560	7,034	5,506	4,399
Vehicle/Equip Maintenance	2,217	2,506	3,144	2,658	2,887
TOTALS	53,056	55,821	50,724	49,419	51,780



Maintenance



Looking Forward to 2026

- Operate and maintain the new turf fields at Wapelhorst Athletic Complex.
- Development of Pundmann Nature Park.
- New playground and initial development of Phase I at Legacy Farms Park.
- Storm water retention improvement and upgrades at Rau Garden in Blanchette Park.
- Develop trash awareness and improvement campaign.
- Removal and repurposing of the large American Elm at Jaycee Park.



As the Superintendent of Parks, park safety and user experience are of the utmost importance. The reason why I enjoy working for St. Charles Parks and Recreation is the variety of ways our residents and park visitors can experience our public green spaces for their own good. It is important for me that our communities have the ability and comfort to engage in nature and the outdoors in enjoyable and beneficial ways and I believe in providing those opportunities through our parks.

Peter VanLinn – Superintendent of Parks

Maintenance



Cemetery

2025 Accomplishments

Responsibility

- Repaired water leak near the reflection pond

Teamwork

- Expanded volunteer efforts through St. Charles County Libraries partnership – engaging volunteers to help clean and restore monuments throughout the Cemetery.
- Continued partnership with Lindenwood University History Department students to help GIS, inventory, and document history in sections of Oak Grove Cemetery.
- Worked in partnership with St. Charles County Historical Society and others on Cemetery history including new info about the St. Charles Bridge Memorial and a new programming plans for future historical tours of Oak Grove.

2025 Year End Totals	Quantity	Revenue
Total Grave Sales	17	\$ 23,800.00
Total Cremation Grave Sales	12	\$ 9,600.00
Total Grave Burials	26	\$ 43,400.00
Total Cremation Burials	16	\$ 8,700.00
Totals	71	\$ 85,500.00

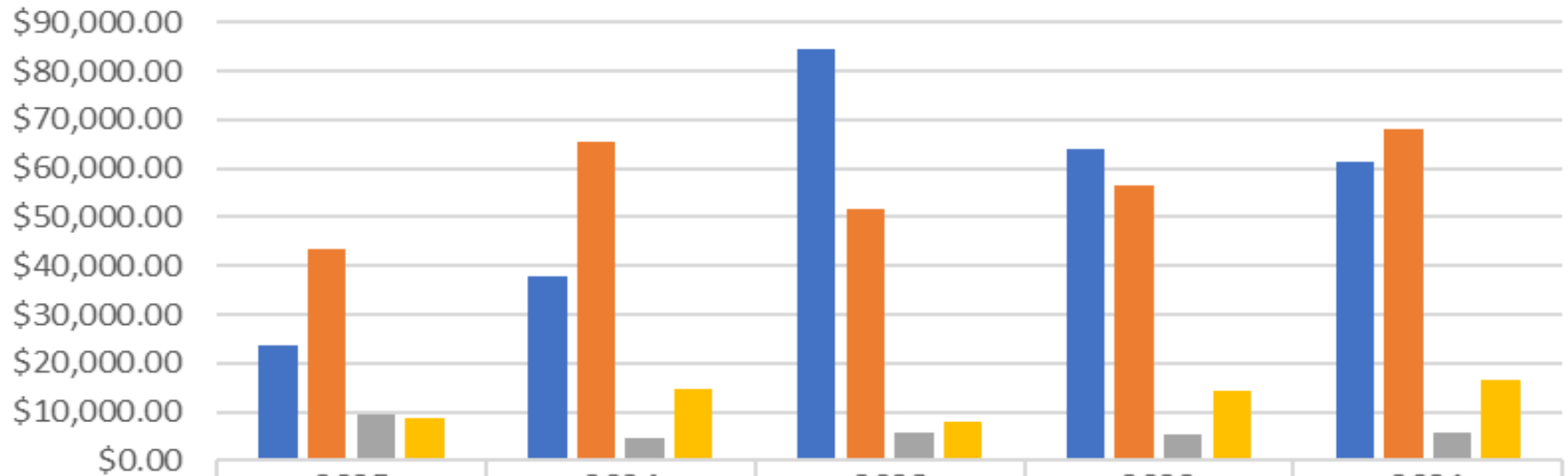
Looking Forward to 2026

- Research and receive bids for a Cemetery Management software to help support Oak Grove operations.
- Explore potential improvements for the St. Charles Bridge Memorial monument in partnership with the St. Charles Historical Society and other groups.
- Continue partnerships with Lindenwood University and St. Charles County Library.



Cemetery

Oak Grove Cemetery Revenue Trends (2021-2025)



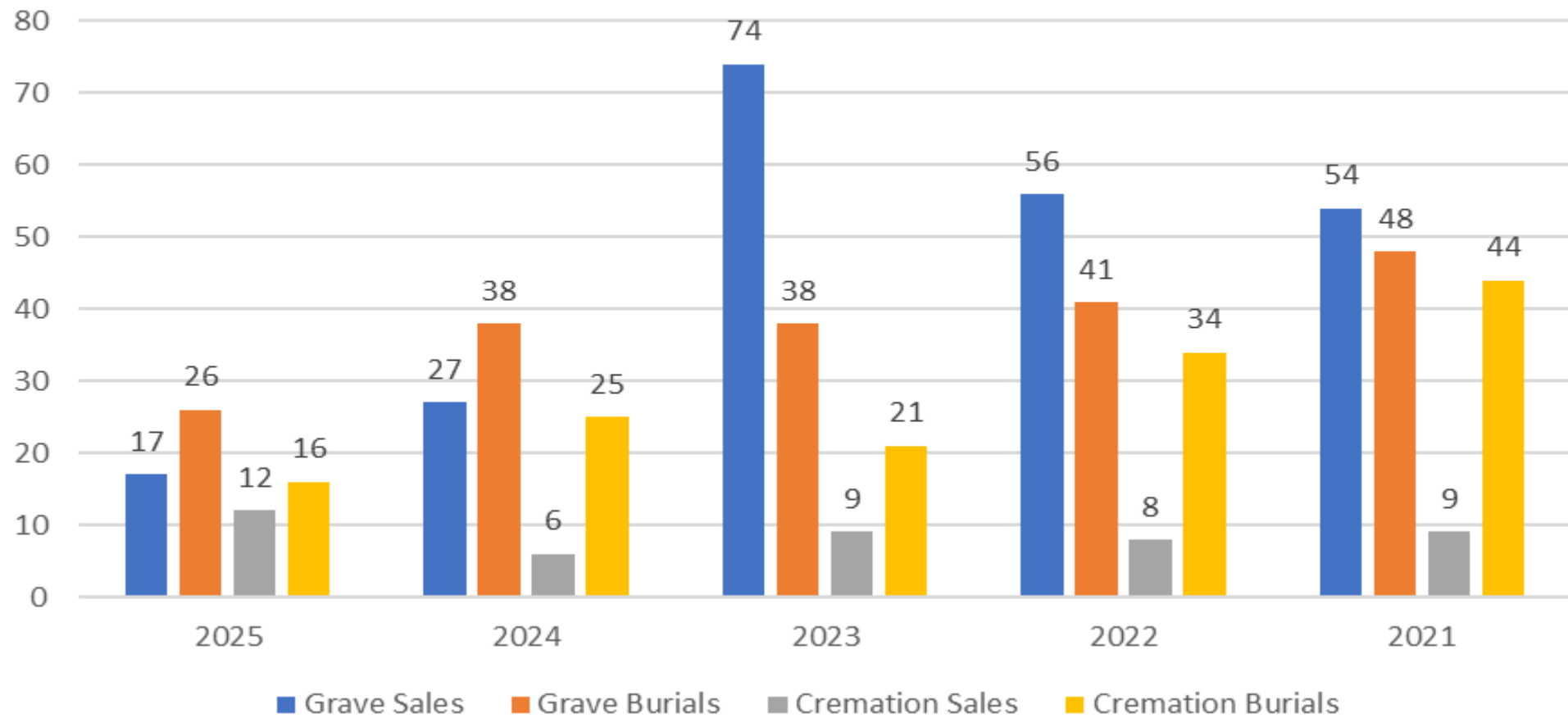
	2025	2024	2023	2022	2021
Grave Sales	\$23,800.00	\$37,800.00	\$84,360.00	\$63,840.00	\$61,370.00
Grave Burials	\$43,400.00	\$65,400.00	\$51,600.00	\$56,670.00	\$67,910.00
Cremation Sales	\$9,600.00	\$4,800.00	\$5,940.00	\$5,280.00	\$5,940.00
Cremation Burials	\$8,700.00	\$14,880.00	\$8,065.00	\$14,255.00	\$16,695.00

■ Grave Sales
 ■ Grave Burials
 ■ Cremation Sales
 ■ Cremation Burials



Cemetery

Oak Grove Cemetery Burial and Sales Trends (2021-2025)





Rangers

2025 Accomplishments

Empowerment

- Rangers identified, developed, and implemented a comprehensive enforcement strategy to address ongoing public nuisance violations at McNair Park. Through sustained enforcement efforts and strategic patrol deployment, Rangers successfully eliminated the identified problems.

Responsibility

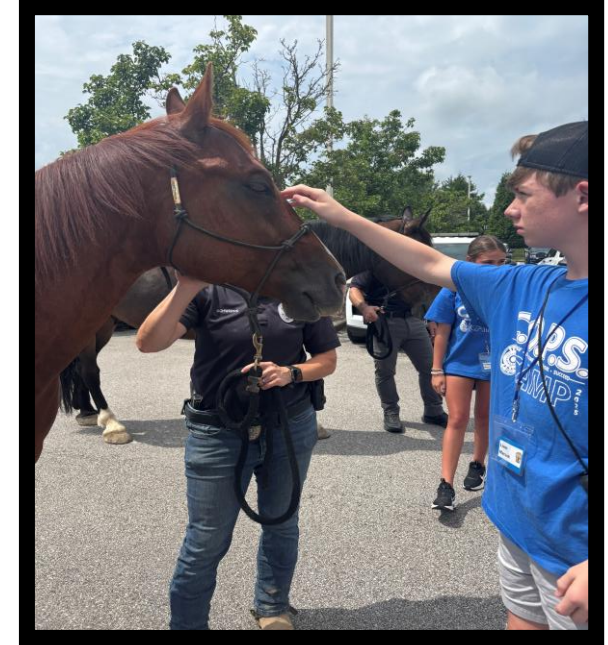
- Rangers participated in CAMP Fury STL, an immersive Girl Scout program designed to expose youth to law enforcement and firefighting careers. This multi-day camp, conducted at the St. Louis County Police and Fire Academy in Wellston, provided Rangers the opportunity to mentor young participants while demonstrating various aspects of public safety operations.

Solution-Oriented

- Outlines were developed for ranger programs. These outlines will continue to be updated and expanded each year. This will help have a step by step guide on how to plan each program. This will insure details are not over looked and assist should there ever be personnel/assignment changes.

Teamwork

- Provided updated safety training at the all staff meeting and orientation meetings for park employees.
- Rangers provided collaborative support to the St. Charles City Police Department during a two-week Safety Town program conducted at the Early Childhood Development Center. This partnership enhanced community outreach efforts and strengthened inter-agency relationships.

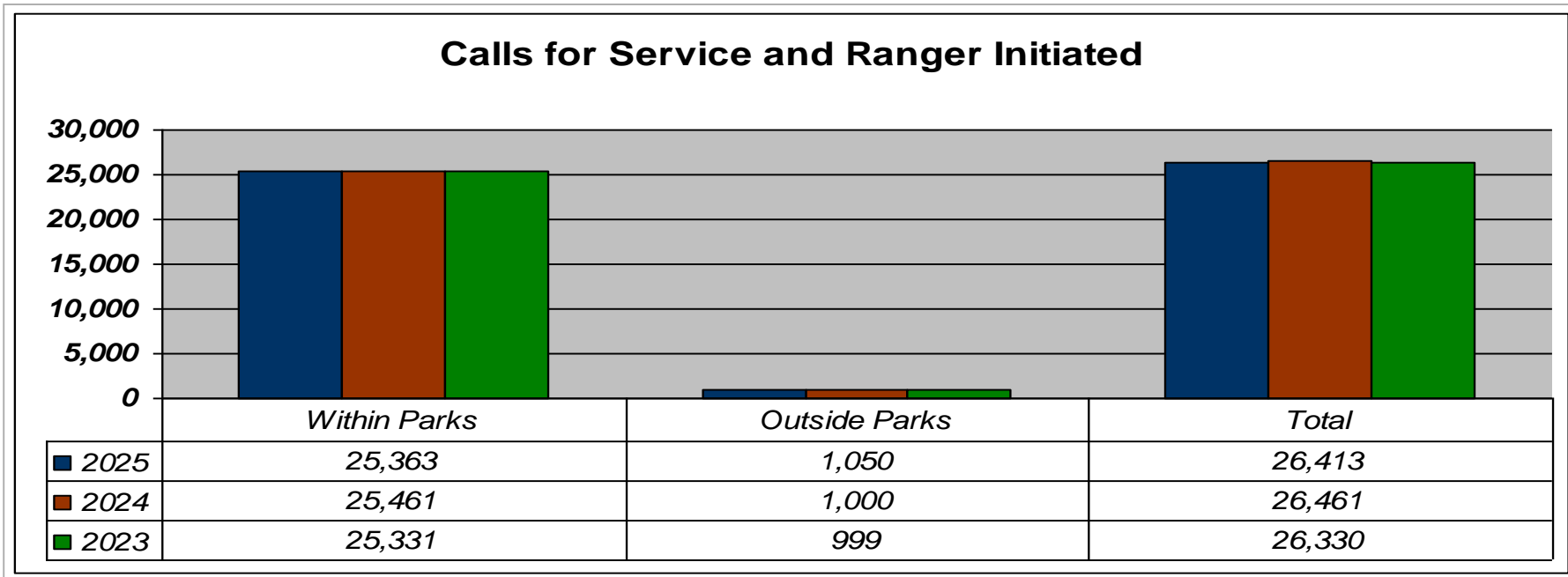




Rangers

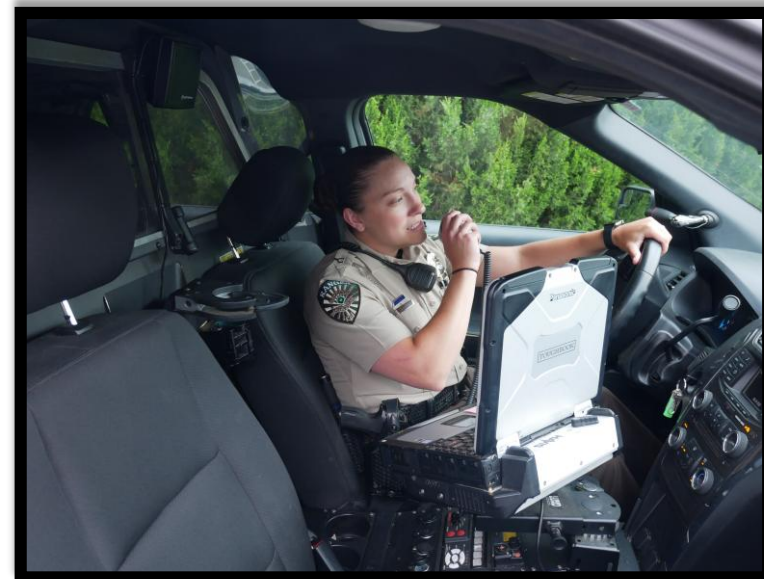
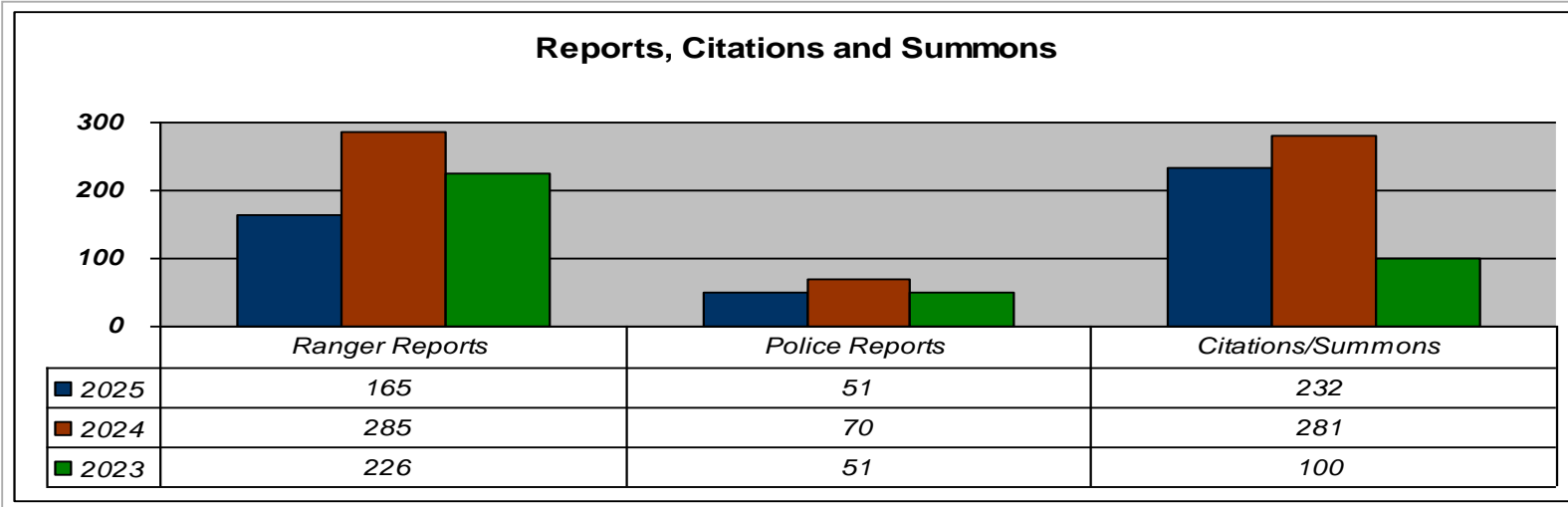
Report Notes

Attached is the list of calls as they were dispatched and Ranger self initiated activity. Once a call is taken, dispatched enters that call in the CAD system "Computer Aided Dispatch" based on the information they obtain from the reporting party. When the Ranger/Officer clears the scene, the call stays logged how it was dispatched regardless of the outcome. The dispatched Ranger determines if a Police Report is necessary or not based on protocol.





Rangers





Rangers

Park	Count
BALES PARK	1,002
BERTHOLD SQUARE PARK	408
BISHOPS LANDING	604
BLANCHETTE PARK	2,983
BOAT RAMP/NEW BOAT RAMP	771
BOONE'S LICK PARK	1,276
CIRCLE DRIVE PARK	482
DOG PARK DUSABLE	925
DUSABLE PARK (REGOT PARK)	972
ECO PARK	233
ECO PARK TRAILHEAD	561
FOUNTAIN LAKES PARK	1,071
FOX HILL PARK	920
FRENCHTOWN PARK	233
FRONTIER PARK	1,201
GRAYSTONE PARK	348

Park	Count
HEATHERBROOK PARK	905
JAYCEE PARK	1,145
KISTER PARK GAZEBO	893
KIWANIS PARK	802
LEWIS AND CLARK BOATHOUSE	165
MCNAIR DAY CAMP	1,056
MCNAIR PARK	1394
OAK GROVE CEMETERY	363
SCHAEFER PARK	931
SKATE PARK	1,140
VOGT BROTHERS PARK	1,005
WAPELHORST PARK	1,585
WEBSTER PARK	1,115
WESTWINDS PARK	330
WOODLANDS PARK	205



Top Year-to-Date Calls for Service

AREA CHECK	18,367
FOOT PATROL	6,022
BUILDING CHECK	117
TRAFFIC	69
SUSPICIOUS SUBJECT	58
PARKING VIOLATION	46
SUSPICIOUS VEHICLE	41
JUVENILE COMPLAINT	34
ANIMAL COMPLAINT	31
ASSIST OTHER AGENCY	30
SUSPICIOUS ACTIVITY/CIRCUMSTANCES	25
CALL FOR POLICE - UNKNOWN	24
DISTURBANCE	21
FOUND PROPERTY	18
NOISE COMPLAINT	15
MOTOR VEHICLE CRASH	13
CHECK WELL BEING	11

Rangers





Rangers



Looking forward to 2026

- Coordinate ride-along/work-along sessions with partners (Police, Fire, maintenance, pools, concessions etc.).
- Succession Planning & Knowledge Preservation: Identify critical knowledge held by senior or long-tenured staff.
- Continue to support increased community-wide special event needs.
- Evaluate and identify parks with increased call volume and incidents to develop patrol plans for these areas.
- Through surveys and staff feedback, evaluate Ranger Camps and Programs to continually improve guest experience.
- Continue to emphasize recruitment to fill remaining part time Ranger positions.



After dedicating many years to a career in law enforcement, I found myself reflecting on what truly drives me. While my time in law enforcement was meaningful and allowed me to serve my community in important ways, I wanted something that would allow me to connect with people in a more positive, proactive way building genuine relationships within the community.

Mike Wilkins – Chief Ranger



Department

2025 Department Accomplishments

- Wapelhorst Athletic Complex (WAC) reached major completion with the infield turf, irrigation, fencing batting cages and for play March of 2026.
- Legacy Farms Park design underway and playground bid. Construction to begin in June 2026 with opening in Spring of 2027.
- Pundmann Nature Park is taking shape with the on street parking complete as well as the shelter concrete pad and formation of the dry creek bed.
- Paperless initiative now includes Parks Passport applications, returning seasonal employees forms, building contracts and aquatic rental contracts.
- Developed an “It’s my Pleasure to Assist You” culture of providing excellent customer service continuing our dedication to providing service to our community as an effort to keep focus on our values.
- Implementation of the App has exceeded our expectations with over 5,500 downloads. At the VSI in November, our department was recognized for having the most active users. This implementation has put the power of parks and recreation purchases in the customers hand reducing telephone calls, the need to visit our office and it is open 24 hours a day.
- Redesign of the PLAY brochure including more behind the scenes information and stories about staff and parks.
- A broad build-up of parks GIS began including benches, picnic tables, shelters, trash cans and signage. Storm water attributes are next.
- 1.2 Million visitors to the parks averaging a stay of 66 minutes.





Department



2025		
Revenue	Actual	Budget
Customer Revenue	\$ 3,435,043	\$ 4,427,230
Property Taxes	\$ 4,096,280	\$ 4,353,081
Rental Income	\$ 88,362	\$ 67,420
Capital Project Funding	\$ 5,806,603	\$ 5,806,603
Recovered Expense/Sale of Assets	\$ 41,185	\$ -
Grants	\$ -	\$ 10,000
Interest	\$ 41,199	\$ -
	\$ 13,508,672	\$ 14,664,334
Expenses	Actual	Budget
Personnel	\$ (5,505,910)	\$ (5,667,187)
Contractual	\$ (1,152,209)	\$ (1,283,002)
Materials/Supplies	\$ (1,103,102)	\$ (1,322,323)
Equipment Replacement Fund	\$ (369,455)	\$ (369,455)
Capital Projects	\$ (2,729,181)	\$ (5,288,503)
	\$ (10,859,856)	\$ (13,930,469)
Year End	\$ 2,648,816	\$ 733,865



Department

Looking forward to 2026

- Completion of Pundmann Nature Park scheduled for 2026. Upcoming community planting days will be planned along with the dedication.
- Legacy Farms Park ground breaking to be scheduled in conjunction with the construction contract beginning in June. Likewise, continuing to explore grant opportunities for further expansion of the park.
- Development of an advertising and sponsorship policy for parks.
- Develop a department wide “Trash and Waste” campaign, creating outreach materials, policy and procedure updates, and staff guidelines to help inform the public on how to cut down on litter.
- Complete the transition to the new time keeping system and training “super users” to assist all staff with changes and use.
- Go live with MainTrac for work order processing and tracking daily operations, preventative maintenance and equipment.
- Continue to input data to the GIS system for parks such as storm water, signs, etc...
- Bid and implement cemetery GIS software to track graves, purchases and plan for future phases of the cemetery use.
- Evaluate athletic field use areas at McNair Park for the ability to cross use with a variety of sports at various times of the year.

