

SAINT CHARLES PARKS & RECREATION BOARD MINUTES
MEETING HELD
FEBRUARY 18, 2026

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 Joshua Allen, Sandy Bichel, Kathy Mudrovic, Larry Muench, TJ Slattery, and Council Liaison Denise Mitchell were present.

Tim Glosier, Brian Scheidegger, Anna Shy and Anne Zerr were absent.

Staff Maralee Britton – Director, Chris Atkinson – Assistant Director
Don Borgmeyer – Enterprise Superintendent, Mike Wilkins - Chief Ranger,
Peter Van Linn – Maintenance Superintendent.

Others Mary Ann Ohms – Assistant City Attorney

3. **Pledge of Allegiance**

4. **Verbal Petitions/Public Comments and Response:** None

5. **Staff Reports/Presentations:**

A. **Elm Tree at Jaycee Park**

Van Linn presented the information. Old American Elm tree in Jaycee Park has been in decline since 2024. Tree was treated for Dutch Elm disease. Tree did not recover. Staff has explored the best options for the removal of the tree and potential re-use of the wood from the tree. Liscombe Tree Service submitted the lowest and best bid for the removal of the tree. They would leave approx. 10' of the trunk for possible artist carving and also keep as many of the large and small tree branches for re-use. The removal of the tree and the future use of the wood from the tree will be promoted to the public.

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

A. **Consideration of Revisions to Enterprise Employee Manual***

Borgmeyer presented the information. Some minor changes were made. This was reviewed and approved by Legal.

Muench made a motion to approve the revised manual; seconded by Slattery. Motion Passed.

B. Contract with Dedicated Turf & Landscaping LLC. to complete the 2026 contracted mowing services in an amount not to exceed \$44,000*

C. Contract with Spectrum Lawn Care to complete the 2026 contracted mowing services in an amount not to exceed \$21,000*

D. Contract with Contemporary Landscape to complete the 2026 contracted mowing services in an amount not to exceed \$28,000*

Atkinson presented the information. 2026 is the second year of a possible three years for the three contractors who do the contracted parks mowing. Staff would like to continue working with all three contractors.

Mudrovic made a motion to approve the contracts (B, C & D); seconded by Allen. Motion Passed.

E. Contract with Landscape Structures/NuToys for the purchase of playground equipment for Legacy Farms Park in an amount not to exceed \$504,217.00*

Atkinson presented the information. Staff with assistance from the consultant team posted an Invitation to Bid on October 30th, 2025. Nine companies submitted proposals and met the bid requirements. All proposals were reviewed and scored. Proposal submitted by Landscape Structures was chosen. On November 30th, 2025 the vendor was notified. Since that time staff and the team have been working with the vendor to finalize the design, layout and elements of the playground. The contract is just for the purchase of the playground equipment. The install of the playground and the safety surfacing will be included in the General Contractor bid that will be advertised at a later date.

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

F. Consideration of Revisions to the Intoxicating Beverage Use Policy*

G. Consideration of Revisions to the Athletic Field Use Policy*

Borgmeyer presented the information. The revised policies would prohibit all participants from bringing in outside alcoholic beverages into the Wapelhorst Athletic Complex. City Legal has reviewed and approved the changes.

Muench made a motion to approve the changes to policies (F & G); seconded by Mudrovic. Motion Passed.

7. **Meeting Minutes:**

- A. Parks & Recreation Board Meeting Minutes January 21, 2026*
- B. Parks & Recreation Board Wapelhorst Athletic Complex Tour February 4, 2026*

Allen made a motion to approve the meeting minutes (A & B); seconded by Mudrovic. 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 Mudrovic. 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. General Department Update

Britton updated the Board on the City's new ERP system that will come online in the spring of 2026. Staff have been working to be ready to switch to the new time keeping portion of the system before the busy hiring period begins for staff.

C. March Work Session: 2025 Department Annual Report, Discussion of Rau Garden

Britton highlighted the items that would be presented and discussed with the Board at the meeting on March 4th, 2026.

12. **Board Member Announcements and Reminders:**

Slattery – Good.

Mudrovic – Good

Allen – Good

Muench - Good

Bichel – Good

13. **Council Liaison Announcements and Reminders:** Nothing

14. **Park Board Liaisons Comments**

A. Foundation Report: None

B. Legislative Report:

HB176 - Introduced in the 2026 session, proposes a constitutional amendment to redistribute 25% of state natural resource revenue to the counties where the resources are extracted. It also mandates that specific sales and use taxes (sections 43(a)-43(c)) be reapproved by voters every ten years.

SB 3 – Also called Prop RT is going before the voters in St. Charles on the April 2026 ballot. It focuses on property tax reform requiring 97 Missouri counties to place a measure on the April 2026 ballot. It allows voters to approve property tax credits, creating either a 5% cap on annual tax increases or a complete freeze on taxes for eligible homeowners on their primary residence based on 2024 levels.

As there was no further business to discuss Slattery moved for **Adjournment** at 6:53 pm;
Seconded by Mudrovic. The motion passed.

Meeting: February 18, 2026

Respectfully Submitted,


Sandy Bichel, President


Anna Shy, Secretary