

**SAINT CHARLES PARK & RECREATION BOARD MINUTES  
SPECIAL PARK BOARD MEETING HELD  
APRIL 1ST, 2015**

The meeting was Called to Order by President Slattery at 6:00pm in the Meeting Room in Memorial Hall. Roll Call noted the following present for the meeting:

**Park Board -** TJ Slattery, Tom Smith, Linda Roche, Mike Ryan, Betty Barro, Bradley Nowak, Sandy Bichel, Valerie Lanning and Kathy Mudrovic were present.

**Others -** Maralee Britton – Director  
Chris Atkinson – Assistant Director  
Nick Donze – Maintenance Superintendent  
Teresa Martchink – Recreation Coordinator  
Monica McCarthy – Administrative Coordinator.

**Community Members –** Scott Tredway and Tony Bethman

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

Mr. Tredway said that he worked for Berkeley Lumber and was here for the bid award of the Tigerwood decking for the Katy Depot.

Mr. Bethman is the owner of Tony's on Main. He thanked the Parks & Recreation Board and Department for doing a great job running the parks in the City.

He explained the Park Board that Lindenwood University and William Woods University had been given an exemption by the State of Missouri in 1856 that prohibited them from paying property taxes. IN his opinion this exemption is costing the City, Parks Dept and the school system millions of dollars in property taxes that should be paid to the different entities if this exemption was not in place. He asked that the Park Board look into this exemption. President Slattery thanked Mr. Bethman for his comments and asked that he send him a copy of the legislation that provided this exemption.

**Staff Reports/Presentations:** None

**Items for Discussion and/or Action:**

**A. Budget Amendment #2, 2015\***

Atkinson presented the Amendment. This amendment would add both revenue and expenses to the Recreation Trip lines. It is required due to the new trips that have been added in 2015 and will be added in 2016 but need funding in 2015. Barro had some questions about the process which Britton explained. Smith made a motion to approve the Budget Amendment. Seconded by Mudrovic. Passed Unanimously.

**B. Transfers over \$5000.00\***

Britton presented the transfers. These transfers were required to move project funding around so that the Boys & Girls Club project would have sufficient funding and that the account numbers were correct in the Greenway Purchase Project. Nowak made a motion to approve the transfers. Seconded by Lanning. Passed Unanimously.

**C. Purchase of tigerwood decking materials for use on KATY Depot Deck Replacement Project from Hackmann Lumber in an amount not to exceed \$92,823.92\***

Atkinson presented the purchase contract. Bichel made a motion to approve the contract. Seconded by Nowak. Passed Unanimously.

**D. Contract with Aalco Wrecking Co. Inc for the asbestos abatement and demolition of the old Boys & Girls Club Building in an amount not to exceed \$124,080.00\***

Atkinson presented the contract. Nowak made a motion to approve the contract. Seconded by Mudrovic. Passed Unanimously.

**E. Contract with Gary Elmestad & Associates to provide consulting services in regards to railroad property acquisition in an amount not to exceed \$52,000.00\***

Atkinson presented the contract. Nowak made a motion to approve the contract. Seconded by Lanning. Passed Unanimously.

**F. Purchase Order with Concentra Medical Centers to provide drug testing and work related medical assistance in an amount not to exceed \$9,370.00\***

Atkinson presented the Purchase Order. This was required due to the amount of money that is being spent on drug testing of returning and new employees for the summer. Since the amount of the Purchase Order is now over \$5,000.00 Park Board approval is not required. Motion to approve the PO by Lanning. Seconded by Smith. Passed Unanimously.

**G. Contract with Paul Boschert to be umpire in chief and umpire scheduler for all of our adult softball programs in the 2015 calendar year in an amount not to exceed \$9,000.00\***

Atkinson presented the contract. Barro made a motion to approve the contract. Seconded by Mudrovic. Passed Unanimously.

**H. Contract with Vermont Systems (VSI) to provide onsite training and travel costs for the software upgrade in an amount not to exceed \$6,975.00\***

Atkinson presented the contract. Mudrovic made a motion to approve the contract. Seconded by Barro. Passed Unanimously.

## **I. Discussion of the Aquatics Comprehensive Plan**

Board Member Smith updated the Board that the Aquatics survey was completed the previous Sunday. Received a good number of responses. Smith walked the Board through the survey questions that were approved by the Board and City Council. Once all the results have tabulated and recorded the report will be presented to the Park Foundation Board and then will be presented to the Park Board and City Council at their upcoming Joint Work Session in July.

The Board thanked Smith for his time and his donation on this survey.

### **Meeting Minutes:**

#### **A. Joint Meeting of the City Council and the Parks & Recreation Board of the City of St. Charles March 10, 2015\***

Lanning moved to approve the meeting minutes as presented. Seconded by Barro. Passed unanimously.

#### **B. St. Charles Parks & Recreation Board Meeting March 18, 2015\***

Lanning moved to approve the meeting minutes as presented. Seconded by Barro. Passed unanimously.

### **Consent Agenda (Items to be received):**

The Consent Agenda was then addressed, which included the following:

#### **A. Calendar**

Motion was made by Barro to approve the Consent Agenda. Seconded by Mudrovic. Passed unanimously.

### **Items Removed from the Consent Agenda:** None

### **Presidents Announcements and Reminders:**

Slattery reminded the Board that the 2015 NRPA conference is coming up September 14-18<sup>th</sup> in Las Vegas, NV. Maximum of 3 Board Members can attend. Slattery asked if any Board members were interested that they should reach out to him and let him know.

**Directors Report:**

- A. **Thank You's (As Available)** – Thank You note for staff.
- B. **General Department Update** - None
- C. **Trailnet Grant Application for Comprehensive Pedestrian/Bicycle Plan-Public Works/Parks** – Britton updated the Board that the Public Works Department in coordination with the Parks & Recreation Department has submitted an application to Trailnet to receive funding to create a bike and pedestrian plan for the City of St. Charles. This plan would create a framework for trail locations and also highlight areas that when new road projects come forward that trials could be added onto the existing roadway system (either on road or stand alone). Would be a great planning tool.

**Board Member Announcements and Reminders:** None

**Council Liaison Announcements and Reminders:** None

**Park Board Liaisons Comments:**

**Foundation Report:** Barro said the meeting went well.

**Cemetery Report:** None

**Legislative Report:** None

Smith moved to approve the meeting minutes as presented. Seconded by Bichel.

At 7:29pm Barro Made a Motion to go into Closed Session to discuss the following:

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)\*\*

Seconded by Mudrovic.

**Roll Call Vote:** Barro – Yes, Bichel – Yes, Nowak – Yes, Roche – Yes, Smith – Yes, Ryan – Yes, Slattery – Yes, Nowak – Yes, Mudrovic – Yes.

Britton updated the Park Board on an employee issue.

At 7:34 Barro Made a Motion to leave Closed Session and go back into Regular Session. Seconded by Smith.

**Roll Call Vote:** Barro – Yes, Bichel – Yes, Nowak – Yes, Roche – Yes, Smith – Yes, Ryan – Yes, Slattery – Yes, Nowak – Yes, Mudrovic – Yes.

As there was not any other business to discuss Lanning moved for **Adjournment** at 7:35 pm. Motion was seconded by Mudrovic. Passed unanimously.

Meeting: April 1st, 2015

Respectfully Submitted,