

SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
November 18th, 2015

The meeting was **Called to Order** by Vice - President Lanning at 6:02pm in the Meeting Room in Memorial Hall. **Roll Call** noted the following present for the meeting:

Park Board - Kathy Mudrovic, David Fichtenmayer, Valerie Lanning, Mike Ryan, Betty Barro, Tom Smith, Sandy Bichel and Council Liaison Rod Herrmann were present. TJ Slattery and Bradley Nowak were absent.

Others - Maralee Britton – Director, Chris Atkinson – Assistant Director
Todd Kassabaum – Chief Ranger, Nick Donze – Maintenance Superintendent
Don Borgmeyer – Enterprise Superintendent,
Monica McCarthy – Administrative Coordinator

Community Members – None

Verbal Petitions/Public Comments and Response: None

Staff Reports/Presentations: None

At 6:05pm President Bichel stepped in and took over the meeting.

Items for Discussion and/or Action:

A. Contract with Polynesian Cultural Center to provide luau package and transportation on September 22, 2016 for the Recreational Trip to Hawaii in an amount not to exceed \$8,228.98*

Atkinson presented the contract for the 2016 budget year. Lanning made a motion to approve the contract. Seconded by Mudrovic. Passed Unanimously.

B. Contract with ATT Mobility to provide cellular, data and wireless service for 2016, 2017 and 2018 in an amount not to exceed \$63,000.00*

Atkinson presented the 3 year contract. Barro made a motion to approve the contract. Seconded by Lanning. Passed Unanimously.

C. Contract renewal with STL Shirt Company to provide purchase, printing and delivery of shirts for programs, activities and leagues in 2016 in an amount not to exceed \$22,750.00*

Atkinson presented the 1st year renewal contract. Barro made a motion to approve the contract. Seconded by Ryan. Passed Unanimously.

D. Purchase of food products for resale in 2016 from Midtowne Market in an amount not to exceed \$9,400.00*

Atkinson presented the purchase order request. Lanning made a motion to approve the purchase. Seconded by Fichtenmayer. Passed Unanimously.

E. Purchase of alcoholic beverages for resale for the 2016 budget year in an amount not to exceed \$28,000.00 from Krey Distributing*

Atkinson presented the purchase order request. Mudrovic made a motion to approve the purchase. Seconded by Smith. Passed Unanimously.

F. Contract with Concentra to provide drug testing and work related medical tests in an amount not to exceed \$13,000.00*

Atkinson presented the contract. Fichtenmayer made a motion to approve the contract. Seconded by Smith. Passed Unanimously.

G. Contract with Jeff Ellis & Associates to provide aquatics safety certifications and risk management services at the aquatic facilities in 2016 in an amount not to exceed \$12,500.00*

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

H. Contract with Kohl Wholesale to provide goods for resale in concession stands for the years 2016 through 2019 in an amount not to exceed \$400,000.00*

Atkinson presented the 4 year contract. Mudrovic made a motion to approve the contract. Seconded by Barro. Passed Unanimously.

I. Purchase Order with Cross Midwest Tire to provide replacement tires for parks department vehicles in 2016 in an amount not to exceed \$10,000.00*

Atkinson presented the purchase order request. Barro made a motion to approve the purchase. Seconded by Ryan. Passed Unanimously.

J. Purchase Order with Advance Auto Parts to provide replacement auto parts for parks department vehicles in an amount not to exceed \$12,800.00*

Atkinson presented the purchase order request. Barro made a motion to approve the purchase. Seconded by Mudrovic. Passed Unanimously.

K. Resolution # 13, 2015*

Atkinson presented Resolution #13. This resolution would declare Ranger vehicle # 65 a 2013 Dodge Charger surplus and allow it to be traded in for a new vehicle in 2016. Vehicle #65 meets the thresholds in the Equipment Replacement Policy.

Meeting Minutes:

A. Parks & Recreation Board Meeting October 21st, 2015*

Smith made a motion approve the minutes of the meeting. Seconded by Lanning. Passed unanimously.

B. Parks & Recreation Board Work Session Meeting November 4th, 2015*

Smith Made a Motion to approve the minutes of the meeting. Seconded by Mudrovic.

Consent Agenda (Items to be received):

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

- A. Calendar
- B. Financial Statement
- C. Accounts Receivable Report
- D. Project Report

Smith made a motion approve the items on the consent agenda. Seconded by Mudrovic. Passed unanimously.

Items Removed from the Consent Agenda: None

Presidents Announcements and Reminders: None

Directors Report:

A. Thank You's (As Available)

Britton highlighted the two thank you letters and the article highlighting John Pike and our Trip Program in the Group Tour magazine.

B. General Department Update.

Board Christmas Party is Thursday December 10th. Invitation will be mailed shortly.

Board Member Announcements and Reminders:

Lanning talked about the website www.everwalk2016.com Diana Nyad and Bonnie Stoll will be

walking across America in 2016. They will be travelling through St. Louis. Lanning would like our Walking Club to join them when they come through town.

Council Liaison Announcements and Reminders:

Hermann said that Council Member Feldman is now home. Also said the Aquatics Bond discussion is moving slowly. Hope to have more information by the end of the year.

Park Board Liaisons Comments:

Foundation Report:

Mudrovic mentioned that the Glow Bowl was well attended. Also mentioned that tables are now available for the Beer & Chicken Dance that will be held January 29th, 2016.

Cemetery Report: Lanning mentioned that the Advisory Board understood the need to look at raising prices but did not want to increase too much since this a service to the residents of St. Charles.

Legislative Report: None

Bike/Pedestrian Plan Report: None

At 6:39pm Smith made a motion to go into Closed Session seconded by Mudrovic for the purposes of:

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)****

Roll Call Vote: Barro – Yes, Bichel – Yes, Lanning – Yes, Mudrovic – Yes, Fichtenmayer– Yes, Ryan – Yes, Smith – Yes.

At 6:51 pm Smith made a motion to come out of closed session. Seconded by Mudrovic.

Roll Call Vote: Barro – Yes, Bichel – Yes, Lanning – Yes, Mudrovic – Yes, Fichtenmayer– Yes, Ryan – Yes, Smith – Yes.

As there was not any other business to discuss Smith moved for **Adjournment** at 6:52 pm. Motion was seconded by Mudrovic. Passed unanimously.

Meeting: November 18th, 2015

Respectfully Submitted,

Sandy Bichel

Sandy Bichel - President

Valerie Lanning

Valerie Lanning
Vice President