

**SAINT CHARLES PARK & RECREATION BOARD MINUTES**  
**PARK BOARD MEETING HELD**  
**March 16th, 2016**

The meeting was Called to Order by President Bichel at 6:03pm in the Meeting Room in Memorial Hall. Roll Call noted the following present for the meeting:

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

**Others -** Maralee Britton – Director  
Chris Atkinson – Assistant Director  
Nick Donze - Maintenance Superintendent  
Don Borgmeyer - Enterprise Superintendent  
Todd Kassabaum - Chief Park Ranger

**Community Members –**  
Keith Hazelwood - Attorney and Dan Badock - Owner Lewis & Clark Restaurant.

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

Mr. Hazelwood spoke on behalf of Mr. Badock. They would like to continue to discuss options that would allow the expansion to proceed. Suggested possibly a long term lease so that the City then still owned the property. Also suggested a possible maintenance agreement for the restaurant to assist with the maintenance of Berthold Square Park. Suggested some form of a park museum on site. Asked that the Park Board discuss all of the options they have provided and get back to them in time.

President Bichel thanked Mr. Hazelwood and Mr. Badock for attending and speaking.

**Staff Reports/Presentations:**

Todd Clements - Emerald Ash Borer (EAB) Presentation.

On staff Horticulturist Todd Clements gave the Board some background on the history of the EAB in the area and the possible options available to treat or eradicate the issue. Also updated the Board on how many trees this could affect in the City parks. Parks currently has 83 ash trees in the developed areas of the parks. 51 of those trees are in "good" condition and 32 are considered in 'poor' condition. He presented his recommendation on how the Parks & Recreation Department should handle the EAB issue. Recommendation is to remove the 32 trees in poor condition and treat the 51 trees in good condition as the budget permits.

The Board asked several questions about the trees. They wanted to make sure that staff include an educational component with the project so that the general public, who may also have ash trees located on their personal property. Staff said that was an important component of this process.

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

**A. Consideration of the Parks and Recreation 2017-2022 Capital Improvement Plan\***

Britton presented the CIP. Smith made a motion to approve the 2017-2022 CIP. Seconded by Nowak. Passed Unanimously.

**B. Recommendation of the Cemetery 2017-2022 Capital Improvement Plan\***

Britton presented the Cemetery CIP. Smith made a motion to recommend the 2017-2022 Cemetery CIP to City Council. Seconded by Nowak. Passed Unanimously.

**C. Budget Amendment #2, 2016\***

Britton presented the Budget amendment that is necessary to complete the repairs caused by the flood damage in late December 2015. Nowak made a motion to approve the budget amendment. Seconded by Mudrovic. Passed Unanimously.

**D. Transfers over \$5,000.00\***

Britton presented the temporary transfer that is needed internally to begin the repair projects. The funding would be moved back as soon as the Budget Amendment is approved by City Council. Nowak made a motion to approve the transfer. Seconded by Barro. Passed Unanimously.

**E. Contract with Lafarge North America to provide rock for use on repairing the damaged trails in the Eco Park and other park projects in 2016 in an amount not to exceed \$20,000.00\***

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

**F. Change Order #2 with Asphaltic Maintenance & Construction Inc. adding \$25,000.00 to contract for additional asphalt and sealing projects in 2016 making new contract amount \$130,500.00\***

Lanning made a motion to approve the contract. Seconded by Mudrovic. Passed Unanimously.

**G. Contract with Goulding's Lodge for lodging, meals and tour on 10/2/2017 during National Parks + Monuments West Trip in an amount not to exceed \$15,469.00\***

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

**H. Contract with Hampton Inn Hotel to provide overnight lodging on May 9, 10 & 11, 2017 during "Washington D.C. & Mount Vernon" trip in an amount not to exceed \$18,382.56\***

Mudrovic made a motion to approve the contract. Seconded by Ryan. Passed Unanimously.

**Meeting Minutes:**

- A. Parks & Recreation Board Meeting Minutes January 20, 2016\*
- B. Parks & Recreation Board Work Session Meeting Minutes February 3, 2016\*
- C. Parks and Recreation Board Executive Committee Meeting Minutes January 25, 2016\*

Nowak Made a Motion to approve all of the minutes. Seconded by Ryan. Passed Unanimously.

**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

Lanning requested that A. Calendar was removed for discussion.

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

**Items Removed from the Consent Agenda:**

A. Calendar. Lanning wanted to mention to the Board members that the first group walk of the year will take place in Frontier Park on Tuesday March 22nd.

Lanning made a motion approve item A. Seconded by Ryan. Passed unanimously.

**Presidents Announcements and Reminders:**

Bichel took some time to thank TJ Slattery for his service to the Park Board over the last 13 years. Thanked him for his leadership as President and for being actively involved in numerous events and projects over the years. A plaque was presented to him thanking him for his years of service.

Director Britton also thanked Slattery for his service on behalf of herself and staff.

Slattery thanked the Board and staff for all they have done and will continue to do.

**Directors Report:**

- A. Thank You's (As Available)
- B. General Department Update

Britton presented the first joint City/Parks "flip book" brochure that was being delivered to over 28,000 households.

Also mentioned that some merchants on Main Street would like to recognize the Department for the Kister Restroom Renovation Project. Staff will try to schedule an "opening" event in late March or early April. At the same time staff will also schedule an "open house" at the KATY Depot to highlight and promote the fact that the Depot is now available for rental to the public.

**Board Member Announcements and Reminders:**

Mudrovic asked who maintained the information kiosk along the KATY Trail. Had heard some complaints about its condition. Staff said it was owned and maintained by the Missouri Department of Natural Resources. Also asked about trash dumpsters over by the War Memorial on the riverfront. Staff said they would pass the concern onto facilities maintenance.

Ryan asked Feldman is she knew when the EPA storm water guidelines would go into effect. Said she would check into it.

Lanning thanked staff for the restrooms at the Soccer Complex for being open.

**Council Liaison Announcements and Reminders:**

Feldman informed the she had heard some complaints from other City Council members that the food truck events should be held in locations other than Frontier Park. Staff said that the first one every year is now held at Mueller Soccer Complex. Parking is the main concern and limiting factor on where these events can be held.

**Park Board Liaisons Comments:**

**Foundation Report:** None

**Cemetery Report:** None

**Legislative Report:** Smith reference a few bills that are park related.

**Bike/Pedestrian Plan Report:** None

As there was not any other business to discuss Smith moved for **Adjournment** at 7.35 pm. Motion was seconded by Slattery. Passed unanimously.

Meeting: March 16th, 2015

Respectfully Submitted,



Sandy Bichel - President



**Valerie Lanning**  
**Vice President**