

SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
February 20th, 2019

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

Board Sandy Bichel, Patrick Caskey, David Fichtenmayer, Brad Harmon, Kathy Mudrovic, Bradley Nowak, Mike Ryan, Tom Smith and Council Liaison Mary Ann Ohms were present.

Leah Akers was absent.

Others Maralee Britton – Director, Chris Atkinson - Assistant Director
Don Borgmeyer, Enterprise Superintendent, Peter VanLinn - Maintenance Superintendent
Todd Kassabaum - Chief Ranger, Danielle Kruger - Concession Manager
Jim Wagner, Scott Riggs, Jeremy Noble,

Community Members - Gerald Lypke & David Seitzer

3. Verbal Petitions/Public Comments and Response:

Mr. Gerald Lypke asked to speak to the Board about Fountain Lakes Park. He provided a drawing of the lake showing his concerns. His request was to allow better access for fishing at the "North" lake in Fountain Lakes. More specifically he would like safer access at points around the lake for people with limited mobility. For example a dock or a pier. He would also like to be allowed to take a non gasoline powered boat (trawling motor) onto the lake to fish on the lake itself. He suggested ways to manage and control the use of boats on the lakes. (Limit #'s etc.)

The Board thanked Mr. Lypke for his presentation.

4. Staff Reports/Presentations:

New Staff Introductions. Jim Wagner, Ross Hollis, Jeremy Noble & Scott Riggs.

The four most recent staff additions introduced themselves to the Board. The Board welcomed them to the Department.

5. Items for Discussion and/or Action-

A. Purchase of new concession stand equipment from Central Restaurant Products in an amount not to exceed \$15,091.61*

Mudrovic made a motion to approve the purchase; seconded by Caskey which passed.

B. Purchase of a new minivan for Oak Grove Cemetery from Capitol Chrysler Jeep Dodge Ram in an amount not to exceed \$22,384.00*

Ryan made a motion to approve the purchase; seconded by Bichel which passed.

C. Purchase of pool chemicals for use at the three aquatic facilities in 2019 from Westport Pools in an amount not to exceed \$29,500.00*

Caskey made a motion to approve the purchase; seconded by Mudrovic which passed.

D. Contract with Patrico Masonry Co. to complete the masonry portion of the Wapelhorst Restroom Project in an amount not to exceed \$12,250.00*

Nowak made a motion to approve the contract; seconded by Bichel which passed.

E. Contract with JB Exteriors for the install portion of the Memorial Hall Roofing Project in an amount not to exceed \$27,300.00*

Harmon made a motion to approve the contract; seconded by Bichel which passed.

F. Purchase of shingles and supplies needed for the Memorial Hall Roofing Project from Roof Depot in an amount not to exceed \$23,000.00*

Caskey made a motion to approve the purchase; seconded by Ryan which passed.

G. An Ordinance Authorizing a CAN-AM Spyder Rider Education Program Service Agreement between BRP US Inc. and the City of St. Charles, Missouri to provide Motorcycle Safety Classes in Conjunction with the State of Missouri Motorcycle Safety Foundation (MSF) *

Caskey made a motion to approve the contract; seconded by Fichtenmayer which passed.

H. Contract with American Tour Guide Association to provide receptive services for New York City & Philadelphia Trip August 13th - 20th, 2019 in an amount not to exceed \$107,400.00*

Mudrovic made a motion to approve the contract; seconded by Fichtenmayer which passed.

6. Meeting Minutes:

A. Parks & Recreation Board Meeting Minutes January 16th, 2018*
B. Parks & Recreation Board Work Session Minutes February 6th, 2019*
C. Soccer Complex Task Team Minutes January 8th, 2019*

Smith asked that the January 16th, 2019 meeting minutes be amended to reflect that Nowak was not present when the Board came out of Closed Session.

Fichtenmayer made a motion to approve the meeting minutes as amended; seconded by Caskey which passed.

7. **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
- E. Financial Transactions from \$7,500 to \$10,000

Bichel made a motion to receive the consent agenda. Seconded by Ryan which passed.

8. **Items Removed from the Consent Agenda:** None

9. **Presidents Announcements and Reminders:**

Smith asked that the Fountain Lakes Fishing topic be added to the next Work Session agenda.

10. **Directors Report:**

- A. **Thank You's (As Available)** - None
- B. **General Department Update** -

Britton said staff that attended the annual MPRA Conference in Branson, MO the week of February 25th, 2019.

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

Fichtenmayer - None
Caskey - None
Mudrovic - None
Bichel - None
Smith - None
Nowak - None
Harmon - None
Ryan - None

12. **Council Liaison Announcements and Reminders:** None

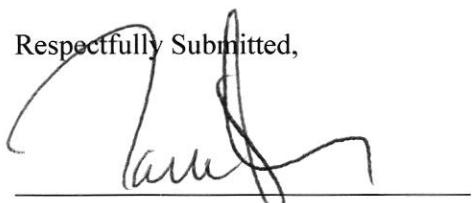
13. **Park Board Liaisons Comments:**

- A. **Foundation Report:** None
- B. **Cemetery Report:** None.
- C. **Legislative Report:** None

As there was not any other business to discuss Fichtenmayer moved for **Adjournment** at 6:40pm. Seconded by Caskey which passed.

Meeting: February 20th, 2019

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Tom Smith", is written over a horizontal line.

Tom Smith - President

A handwritten signature in black ink, appearing to read "MS Ryan 3/20/19", is written over a horizontal line.

Mike Ryan
Vice President