

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
April 17th, 2013**

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 - John Walendy, TJ Slattery, Kathy Mudrovic, Linda Roche, Valerie Lanning, Tom Probst., Mike Ryan & Laura Lyon were present Tom Smith and both Council Liaisons were absent.

Others - Maralee Britton – Director
Chris Atkinson – Assistant Director

Verbal Petitions/Public Comments and Response: None

Staff Reports/Presentations:

Items for Discussion and/or Action:

A. Contract with St Charles Decorating Center, Inc. for the purchase and installation of flooring for the Gould Building in an amount not to exceed \$13,000.00*

Atkinson explained this contract. This is the final part of the Gould building rehab project. Lanning moved to approve the contract. Seconded by Walendy. Passed unanimously.

B. Purchase of second pavilion for Frontier Park from Porter Corp in an amount not to exceed \$55,395.00*

Atkinson explained that this purchase. Funding for this project will be transferred from the Depot project. Probst moved to approve the contract. Seconded by Mudrovic. Passed unanimously.

C. Purchase of 6 picnic tables to be used at the second pavilion at Frontier Park from Hutchinson Recreation & Design Inc. in an amount not to exceed \$5,794.00*

Atkinson explained that this purchase. Lanning moved to approve the purchase. Seconded by Roche. Passed unanimously.

D. Contract with Modern Business Interiors for the purchase, delivery and install of new office furniture at the Administration Building (Phase 1) in an amount not to exceed \$43,807.40*

Atkinson explained this contract. This is "Phase 1" in the office furniture purchase for the entire building. Phase 2 will include the Enterprise and Ranger/Maintenance pod. Walendy moved to approve the contract. Seconded by Mudrovic. Passed unanimously.

E. Athletic Field Policy Revision*

Britton explained that this revision basically adds "Tennis Fees" to the current policy. Revision needed due to a request to rent tennis courts from an outside agency. Lanning moved to approve the revision. Seconded by Probst. Passed unanimously.

F. Capital Improvements Plan 2014-2019 Discussion*

Britton presented the 2014-2019 CIP. Highlighted some changes. Also mentioned that pending final 2013 budget numbers there may be some movement within the CIP where projects can be moved and funded earlier. Probst said that the Finance Committee had met to discuss the CIP and recommended presenting the CIP to the full Board for their approval. Lyon moved to approve the 2014-2019 CIP as presented. Seconded by Roche. Passed unanimously

G. Transfers over \$5000.00*

Britton presented the transfers over \$5000. Both transfers would come from the Katy Depot project and be moved to the Frontier Park Improvements project. That would then fund the purchase and installation of the south pavilion in Frontier Park. Lanning moved to approve the Transfers. Seconded by Probst. Passed unanimously.

Meeting Minutes:

A. Parks & Recreation Board Meeting Minutes April 3rd, 2013*

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

Consent Agenda (Items to be received):

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

- A. Calendar
- B. Financial Statement

Motion was made by Probst to accept the Consent Agenda as presented. Seconded by Lyon. Passed unanimously.

Items Removed from the Consent Agenda: None

Presidents Announcements and Reminders:

Slattery informed the Board that staff will be trying to set up a joint work session between the City Council and Park Board.

Directors Report:

Britton gave the Board an update on the latest Food Truck in Frontier Park Event. Due to the rain the event was moved onto Riverside Drive but there was still a good attendance and the vendors all seemed happy.

Board Member Announcements and Reminders:

Lanning requested some clarification the dogs in Frontier Park. Said she saw numerous dogs throughout the Park during Tartan Days. Britton explained some of the issues that were created by the event organizer and their groups not publicizing this ordinance per the event application. Staff will continue to work on and enforce this ordinance.

Mudrovic asked about Tartan Days requiring wristband to drink alcohol and the sellers saying that is "Required by the Parks & Recreation Department". Britton and Slattery said that this is not true and that the host organization is choosing to do that on their own.

Council Liaison Announcements and Reminders: None

Park Board Liaisons Comments:

Foundation Report: None

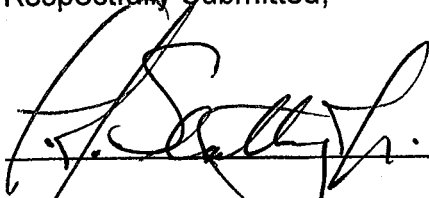
Cemetery Report: None

Legislative Report: None

As there was not any other business to discuss Probst moved for **Adjournment** at 7:05 pm. Motion was seconded by Mudrovic. Passed unanimously.

Meeting: April 17, 2013

Respectfully Submitted,



T.J. Slattery - President



Valerie Lanning-Secretary