

SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
August 17th, 2011

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

Park Board - TJ Slattery, Kathy Mudrovic, Tom Probst, Laura Lyon, Tom Smith, Linda Roche, Valerie Lanning and Council Liaison Kneemiller were present for Roll Call. Don Morgan and John Walendy were absent.

Others - Chris Atkinson - Assistant Director.
Rosie Rosenthal - Enterprise Superintendent
Todd Kassabaum - Chief Ranger
Melissa Hollander - Aquatic Coordinator
Don Borgmeyer - Concessions Manager

Verbal Petitions/Public Comments and Response: None

Staff Reports/Presentations: None

Items for Discussion and/or Action:

A) 2012 Parks & Recreation Budget*

See attached memo. Britton explained the 2012 budget. Highlighting areas where there were significant changes from the previous budget year. Highlighted areas where if taxes come in flat where money can be taken from in Capital Budget. Britton commented that she would rather cut from the Capital Improvement Budget than the Park Operational Budget. Smith asked if although these numbers were estimates and have some unknowns we should not submit a balanced budget since we currently show a deficit of \$4,422. Britton said that was fine and recommended the \$4,422 be taken from the \$26,200 budgeted for "asphalt sealing" in the parks. Lanning made a motion to approve the 2012 Parks & Recreation budget as amended (Reflecting the \$4,422 reduction in the Capital Improvements portion of the budget. Therefore submitting a zero balance budget.) Seconded by Mudrovic. Passed unanimously.

B) Transfers over \$5000*

See attached memo. Britton explained that the transfer was needed due to the high number of participants in this year's programs and day camp. The numbers caused the need for additional hiring of seasonal employees. The \$20,000 transfer would come from full time

salaries as funds were available in that line item. Probst moved to approve the transfer. Seconded by Lanning. Passed unanimously.

Meeting Minutes:

- A. **Parks & Recreation Board Special Meeting Minutes, July 6th, 2011** were reviewed. Lanning moved that the Minutes be approved. Motion seconded by Smith. Passed unanimously.

Consent Agenda:

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

- A. **Calendar Call for Meetings**
- B. **Finance Committee Meeting Minutes August 3rd, 2011**
- C. **100 Acre task team Minutes August 3rd, 2011**
- D. **Oak Grove Cemetery Advisory Board Meeting July 14th, 2011**
- E. **100+ Acre Recreational Site Meeting Minutes August 3rd, 2011**

No items were requested to be removed for further discussion. Mudrovic made a motion to approve the Consent Agenda Items. Motion seconded by Smith. Passed unanimously.

Items Removed from the Consent Agenda: None

President's Announcements and Reminders: Slattery informed the Board that he had run into Steve Swann. (The resident who addressed the board a few weeks earlier in regards to issues at Fox Hill Park.) Slattery said that Mr. Swan was very happy with the work that has been done in the park since the meeting. (Removal of brush, trees, rocks placed to stabilize erosion.)

Director's Report:

- A. **Thank You's.** Britton mentioned emails/letters from the public expressing their gratitude to for things that have taken place in the Parks & recreation Department. One in regards to COPS Camp, one about Day Camp and then finally an email from Adam Knock the City Safety Coordinator recognizing the Park staff has no reported incidents or injuries for the month of July.
- B. **St. Charles Chamber After Hours, September 22nd, 2011.**
- C. **General Department Update.** Britton reminded the Board that the Festival of the Little Hills was this coming weekend

(September 19-21). Also mentioned that Mayor Faith is trying to set up "Coffee Meetings" with the public. Asked if any Board members were interested in having a meeting with the Mayor to let her know.

Board Member Announcements and Reminders:

Slattery asked when and how staff was going to inform the public about the opening of Webster Park. Atkinson said that the park access road now has a locked chain to keep the public out. And that although the road is finished we want to keep the public from accessing the property until amenities have been added to the park.

Council Liaison Announcements and Reminders:

Liaison Kneemiller mentioned that AAA Midwest Traveler Magazine attended the Aug. 16 City Council meeting to present the city with its 2011 Best of the Midwest awards. The city of St. Charles received two accolades from the AAA Midwest Traveler readership poll this year in that the city was selected as the Best Historical Small Town, and Festival of the Little Hills was selected as the Best Craft Fair in the Midwest.

Park Board Liaisons' Comments:

Foundation Report: None

Cemetery Report: None

Legislative Report: None.

As there was not any other business to discuss Smith moved for **Adjournment** at 6:45 pm. Motion was seconded by Mudrovic. Passed unanimously.

Meeting: August 17th, 2011

Respectfully Submitted,

T.J. Slattery - President

Valerie Lanning-Secretary