

SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
FEBRUARY 18, 2009

The meeting was Called to Order by President Porterfield at 6:00pm in the American Legion Room - Memorial Hall. Roll Call noted the following present for the meeting:

- Park Board - Porterfield, Walendy, Myers, Borgmeyer, Mudrovic, and Lanning present for Roll Call; with Seeds, Morgan, Smith and City Council Liaison Feldman absent.
- Others - Director Parks & Recreation, Asst. Director Parks & Recreation, and the Recreation Coordinator.

Verbal Petitions/Public Comments and Response: None.

Staff Reports/Presentations: None.

Action Items:

Contract with the French Lick Resort and Casino in an amount not to exceed \$7,090.14 for lodging, baggage handling, meals and gratuities on June 17, 2009 for the Recreation Trip Program to Washington D.C. A Staff memo dated February 12, 2009 (attached) was reviewed which recommended the bid/contract with the French Lick Resort and Casino for the recreation program trip to Washington D.C. When the information review was completed Lanning moved to approve the recommended Bid & Contract. Motion seconded by Borgmeyer. Passed unanimously.

Contract with Cayonlands by Night and Day in an amount not to exceed \$5,465.50 for meals, guided tours and a night cruise on October 8 & 9 2009 for the National Parks West Recreation Trip Program. A Staff memo dated February 12, 2009 (attached) was reviewed which recommended the bid/contract with the Cayonlands by Night and Day for the recreation program trip to the National Parks West Tour. When the information review was completed Meyers moved to approve the recommended Bid & Contract. Motion seconded by Mudrovic. Passed unanimously.

Purchase with Southwest Airlines in an amount not to exceed \$19,000.00 for airline travel to and from St. Louis, MO Depart

on October 4 2009 and return October 14, 2009 for the National Parks West Recreation Trip Program. A Staff memo dated February 12, 2009 (**attached**) was reviewed which recommended the purchase of airline travel Day for the recreation program trip to the National Parks West Tour. When the information review was completed Myers moved to approve the purchase of tickets for travel with Southwest Airlines. Motion seconded by Walendy. Passed unanimously.

Purchase of 25 tons of Soil Master Red ball diamond infield mix from Schaefer Meyer in an amount not to exceed \$6,075.00 for use on the Wapelhorst Park Ball diamond infields. A Staff memo dated February 6, 2009 (**attached**) was reviewed which recommended the purchase of the aforementioned Soil Master Red infield mix. When the information review was completed Lanning moved to approve the purchase of the infield mix. Motion seconded by Borgmeyer. Passed unanimously.

Purchase of a yearly supply of Playground Safety Surfacing from Foster Brothers in an amount not to exceed \$11,000.00. Staff noted that the recommended surfacing material was engineered wood fiber chips for use at various playgrounds in several parks as necessary during 2009. Staff reported that the lowest bid was from Foster Brothers at a per yard cost of \$16.30 per yard including delivery of 7 full tractor trailer loads, at 90 yards each and one load with 45 yards, for a total of 675 yards, at a total cost of \$11,000.00. A Staff memo dated February 1, 2009 (**attached**) was reviewed which recommended the purchase of the aforementioned engineered wood fiber. When the information review was completed Borgmeyer moved to approve the purchase of the engineered wood fiber mulch. Motion seconded by Myers. Passed unanimously.

Purchase of a Yamaha Grizzly 350 4 x 4 from Big St. Charles Motorsports for use on ball diamond maintenance infields in an amount not to exceed \$5,180.00. A Staff memo dated February 11, 2009 (**attached**) was reviewed which recommended the purchase of the aforementioned Yamaha Grizzly 4 x 4. When the information review was completed Borgmeyer moved to approve the purchase of the Yamaha Grizzly. Motion seconded by Myers. Passed unanimously.

Purchase of a John Deere Gator XUV 850D from Sydenstricker Implement Company also for use as a ball diamond maintenance

infields piece of equipment, in an amount not to exceed \$10,339.80. A Staff memo dated February 11, 2009 (**attached**) was reviewed which recommended the purchase of the aforementioned John Deere Gator. When the information review was completed Walendy moved to approve the purchase of the gator. Motion seconded by Borgmeyer. Passed unanimously.

Purchase of a Bob Cat S205 Skid Loader Replacement from Bob Cat of St. Louis, in an amount not to exceed \$26,336.00. A Staff memo dated February 09, 2009 (**attached**) was reviewed which recommended the purchase of the aforementioned replacement skid loader. When the information review was completed Myers moved to approve the purchase of the Bob Cat Skid Loader. Motion seconded by Mudrovic. Passed unanimously.

Contract with Protronics Technologies Inc. for wireless connectivity in an amount not to exceed \$83,700. A Staff memo dated February 13, 2009 (**attached**) was reviewed which recommended a new three year contract with for wireless connectivity, wireless internet service, back-up circuit, managed firewall/web solutions for 15 Park and Recreations sites, at a cost not to exceed \$83,700.00 for the three year period or \$27,900.00 per year. When the information review was completed Borgmeyer moved to approve the purchase of the computer services from Protronics. Motion seconded by Myers. Passed unanimously.

Contract with Mike Mabry for Tae Kwon Do Instruction for 2009 in an amount not to exceed \$13,000.00. A Staff memo dated February 12, 2009 (**attached**) was reviewed which recommended a contract with Mike Mabry for Tae Kwon Do Instructor Services for the Recreation Program, at a cost not to exceed \$13,000.00 for the 2009 season. When the information review was completed Borgmeyer moved to approve the recommended Tae Kwon Do services from Mike Mabry. Motion seconded by Myers. Passed unanimously.

Meeting Minutes:

The **Regular Parks and Recreation Board Meeting Minutes from the January 21, 2009 and the February 4, 2009 Work Session Meeting** Minutes were reviewed. When complete Walendy moved that the Regular January 21, 2009 Meeting Minutes be approved. Seconded by Borgmeyer. Passed unanimously. Next, the February 4, 2009 Work Session Minutes were reviewed. Borgmeyer moved

that the minutes be approved as submitted. Motion seconded by Mudrovic. Passed unanimously.

Consent Agenda:

The Consent Agenda topic was then addressed, which included **7.A. Calendar Call for Meetings, 7.B. Finance - 1) December Budget Worksheet, 7.C. Communications - 1) Capital Projects Report, and the 2) St. Charles Suburban Journals "Pokin Around: How Bum's Hollow got its name: from someone who called it home"**. As no Consent Agenda Items were removed for discussion Borgmeyer made a motion for the Consent Agenda to be approved. The motion was seconded by Myers. Passed unanimously.

Items Removed from the Consent Agenda: None.

President Report: None.

Director's Report:

Thank You's received during the month. Staff reported that two thank you's were received during the month. The first was from Ann Hazelwood as a thank you for the naming plan of the new park at the Talbridge Subdivision. The second was to Mark Hollenburg the Oak Grove Cemetery Supervisor from a family member who recently buried a loved one who thanked Mark for his kindness and professionalism.

Regarding the **Departmental Update**, Staff reported that the **Vote for a Park Name program** has been going very well. It was reported that thus-far nearly 2000 votes had been cast to name the new park. Staff noted that this program would continue until February 27, 2009. Also, it was then reported that the **Unlimited Play Folks** who raised funds to complete an inclusive playground called Zack's Playground in a Lake St. Louis Park has contacted Park Staff about a possible partnership to help build a similar playground here in the City of Saint Charles. Staff reported that as such these folks will be attending the P & D Meeting scheduled for February 23, 2009 to discuss this concept. Staff then reported that two of the long time **Park Staff Members have decided to Retire**. It was noted that these members are Mike Cordry - Chief Park Ranger with 15 years of service and Bob Loeffler - Concession Manager after 25 years. They were thanked

for their long service to the Saint Charles Parks & Recreation Department.

Board Member Comments: None.

Council Meetings' Action w/Park Considerations & Council Liaisons' Comments: None.

Park Board Liaisons' Comments:

Foundation Report: None.

Cemetery Report: None.

Legislative Report: None.

Adopt-A-Park - Board Member Observations Pertinent to Facilities, Progress and Services within the Park System:

Porterfield indicated that he did not have anything to report concerning McNair or West Winds.

Walendy was next reporting that Blanchette and French Town both looked fine.

Myers reported that Point DuSable Park including Blanchette Landing, Regot, and Bales Areas) looked fine.

Borgmeyer noted that he also didn't have anything to report concerning Boone's Lick, Circle Drive or Fountain Lakes.

Mudrovic stated that Oak Grove and Wapelhorst looked good and were being used.

Lanning was last reporting that the Soccer Complex and Fox Hill look fine.

Borgmeyer moved for **Adjournment** at 6:35pm. Seconded by Myer. Passed unanimously.

Board Meeting: February 18, 2009

Respectfully Submitted,

Lyndel H. Porterfield - President Matthew Seeds - Secretary