

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
WORK SESSION MEETING HELD
January 4th, 2012**

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

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

Others - Maralee Britton - Director Parks and Recreation,
Chris Atkinson – Assistant Director
Nick Donze– Maintenance Superintendent
Todd Kassabaum – Maintenance Superintendent
Kalen Ponche - St. Charles Patch

3. Request to declare surplus equipment*

See attached memo dated December 30th, 2011. Atkinson explained that two vehicles were going to be traded in for the purchase of a new maintenance truck. Before the old vehicles could be traded in they needed to be declared surplus. Lanning made a motion to declare both vehicles surplus. Seconded by Probst. Motion passed.

4. Contract with Dave Sinclair Ford for the purchase of a 2012 Ford F-350 one truck in an amount not to exceed \$14,271.00*

See memo dated December 30th 2011. Atkinson informed the board about the purchase of one 2012 Ford F-350 truck. Two older vehicles would be traded in to reduce the purchase cost. Probst made a motion approving the purchase contract with Dave Sinclair Ford. Seconded by Lanning. Motion passed.

5. Discussion of Snow and Ice Removal Plan

See attached plan. Britton and Donze explained the plan and the priorities established in it. The new plan formalized a previously unwritten plan that had been used in the past. Board said they were impressed by the plan and appreciated the work done by Donze in creating it.

6. Frontier Park Shelter Discussion

Britton presented the Board with an update on the plan to place a shelter on the north end of Frontier Park. The update included a tentative available budget and estimated cost to complete the project. Mentioned information would be presented to City Council at their work session on January 10th. The Board liked the location and the style of the shelter. Lanning asked if the shelter is going to be a rentable structure. Britton said that is going to be a decision that is going to have to be made by the Board at a later date.

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

Walendy indicated that Berthold, Kister and Frontier looked good.

Lanning reported that Fountain Lakes was busy and looked good. Commented on how impressed she was by the lack of trash that is down at Frontier Park.

Probst made no visits.

Lyon reported that the Dog Park and DuSable looked good. Did comment that the Dog Park was muddy and busy.

Roche made no visits.

At 6:27 pm Vice President Walendy Lanning made a motion to go into Closed session in relation to (C) Hiring, firing, disciplining or promoting of particular employees when information relating to the performance or merit of individual employees is discussed and recorded (RSMo 610.021.3) and (E) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment (RSMo 610.021.13). Seconded by Probst.

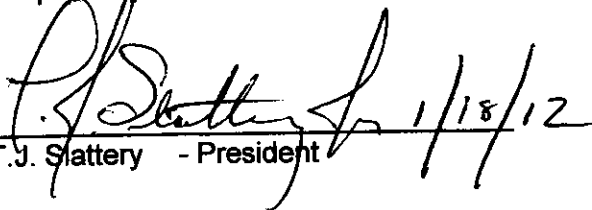
Entered into Closed Session.

At 7.27 pm Lanning made a motion to return to the regular meeting and end the Closed Session. Seconded by Probst.

As there was not any other business to discuss Probst moved for **Adjournment** at 7:29pm. Seconded by Roche. Passed unanimously.

Park Board Work Session Meeting: January 4th, 2011

Respectfully Submitted,


T.J. Slattery - President


Valerie Lanning - Secretary