

**SAINT CHARLES PARK & RECREATION BOARD MINUTES  
PARK BOARD MEETING HELD  
JULY 16, 2008**

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, Morgan, Borgmeyer, Smith, and Mudrovic and City Council Liaison Feldman present for Roll Call; with Seeds, Myers, and Thro, absent.

Others - Director Parks & Recreation, Asst. Director Parks & Recreation, and Maintenance Superintendent.

Verbal Petitions/Public Comments and Response: None.

Staff Reports/Presentations:

**Update of Fountain Lakes Flood Damage, Jim Phillips - Maintenance Superintendent.** A Staff memo dated July 8, 2008 was reviewed (**attached**) which provided a brief overview of the damage that was experienced during the Flood of 2008. The Maintenance Superintendent reported that the flood water did get into the Skate Park Area, three of the four lakes, the parking lot, the cul-de-sac at the end of Huster Road, and it also cover most of the trails. The damage was minimal and consisted of mostly debris clean-up including trash, wooden pallets, mud, tree limbs, etc., in the entire south park area. He reported that the lakes looked good but it is expected that there will be a great amount of junk fish that made their way into the lakes. It was noted that the Department of Conservation will be assessing the fish population and re-stocking as may be necessary. Staff then reported that the restrooms did not flood, therefore there was not any damage at that location. He then indicated that the skate park needed to be sanitized and hose out before the skate boarders could return. Staff then reported that the park is cleaned-up and it is re-opened for usage.

Action Items:

**Contract with IKP Soccer Club for the 2008 Gateway Shootout (Park Ranger Division) Soccer Tournament in an amount not to exceed \$44,000.ion Employees.** Porterfield, indicated that this contract will be held until the next Park Board Meeting; as will the next agenda item regarding a **Contract for the Inclusion Coordinator Services through the St. Charles County Municipal Partnership in an amount of \$6,187.46.**

**Contract with Thoele Asphalt for asphalt paving in an amount not to exceed \$15,781.73.** A Staff memo dated July 2, 2008

(attached) was reviewed which recommended the low bid from Thoele Asphalt Paving, Inc. Various questions & comments were addressed which resulted in Morgan moving to approve the recommendation. Seconded by Smith. Passed unanimously.

**Change Order #1 with Custom Coatings in an amount not to exceed \$20,010 with a total contract amount not to exceed \$70,110.** A Staff memo dated July 10, 2008 was a explanation of the benefits of doing this change order which would add the Blanchette Aquatic Facility into the existing contract to paint the existing attractions (attached) and was recommended to the Park Board for Consideration. Various questions & comments were addressed resulting in Seeds moving to approve the recommendation. Seconded by Smith. Passed unanimously.

**Meeting Minutes:**

The **Regular Parks and Recreation Board Meeting Minutes from the May 21, 2008 Regular Meeting** was reviewed. When complete Smith moved that the Regular Meeting Minutes be approved as submitted. Seconded by Borgmeyer. Passed unanimously. The **June 4, 2008 Park Board Work Session Meeting** was then reviewed. When completed, Seeds moved that the Work Session Meeting Minutes be approved as submitted. Seconded by Morgan. Passed Unanimously. Lastly, the **July 2, 2008 Park Board Work Session Meeting** was reviewed. Borgmeyer moved that the Work Session Meeting Minutes be approved as submitted. Seconded by Morgan. Passed Unanimously.

**Consent Agenda:**

The Consent Agenda topic was then addressed, which included **7.A. Calendar Call for Meetings, 7.B. Finance - 1) March Budget Worksheet, 2) Finance Committee Meting Minutes June 2, 2008, 3)Finance Committee Meting Minutes June 26, 2008, 7.C. Communications - 1) Capital Projects Report, and 2) Budget Transfers under \$5,000.** Seeds asked that the **7.C.1) the Capital Projects** item be removed for discussion. With that noted Smith moved that the consent agenda be received as submitted except for item 7.C.1). Seconded by Seeds. Passed unanimously.

**Items Removed from the Consent Agenda:**

Under the **July 2008 Capital Projects Report topic,** Staff reviewed the written report item by item. Subsequent to various questions and comments about the projects Smith moved that the rest of the Consent Agenda be received. Seconded by Morgan. Passed unanimously.

**President Report:** None.

**Director's Report:**

**Thank You's** received during the month. Staff reported that various thank you notes were received this month. Staff briefly reviewed the information that had been received. The first was from the Weber Family thanking the Board for the last Bum's Hollow event. The next thank you was to Carl & Mary from the Vails Family for their help during the trip to Arrow Rock. The next was to Mike Cordry for the Motorcycle Trip to Canada. The last was from the Karole & John Jacobsen who was on an Am-Track Bus which was used instead of a train because of the Mississippi River Flooding. It broke down in Saint Charles and the City helped by transporting the passengers to the Police Station via the Park Bus & Van. The note was a thank you for helping all of the stranded passengers.

**Lions Club Car & Truck Show and the Park Ranger Division Motorcycle Show.** Staff reported that this last week end was the 14<sup>th</sup> Annual and 12<sup>th</sup> Annual show respectively for this great shows. Staff reported that the car & truck show had 436 entry's (the largest amount ever) and there were 76 motorcycle entry's.

**Second Bum's Hollow Concert, July 19, 2008.** Staff reported this event will be held this weekend starting at 8:00pm.

**The Park Director reported that there was a Metro Area Park & Recreation Directors Meeting was held last week on July 10, 2008 at Wapelhorst Park.** It was noted that about six times per year many of the Directors meet to exchange ideas about things that are being done area wide. It was noted that this meeting focus was mainly about conservation and fuel savings that everyone was trying to do during these challenging times.

**Board Member Comments:**

As there were not any Board Member Comments, Feldman ask that the Board give consideration to moving the time or day of the Park Board Meetings during the summer months so everyone might attend the Music on Main Events.

**Council Meetings' Action w/Park Considerations & Council Liaisons' Comments:**

**Budget Amendment #4, Funding for a park area in Talbrige Subdivision.** Feldman reported that the City Council approved \$200,000 for the development of property for a city park.

Next, **Feldman thanked Park Staff** for helping with the transportation of the passengers from the bus that broke down on I-370.

Feldman then reported that the **City of Saint Charles and Show Me Aquatics** reached an agreement for a new community center at the last City Council Meeting. It was noted that this will be brought

to the voters at the August 5, 2008 Election. The residents will be asked to consider a bond issue for construction of this proposed facility.

Lastly, Feldman reported that the **Proposed Overlook** at the city owned property adjacent to Frontier Park was not approved for funding by the City Council. She reported that the Council suggested that the dock area at Bishop's Landing be considered for a new river overlook and fishing area.

**Park Board Liaisons' Comments:**

**Foundation Report.** Staff reported that **Scholarship Program** is going very well. Between the City Council Grant of \$15,000 and the Foundation Fund Raising efforts the program has helped needy residents to participate in various park programs or use many department facilities, in an amount of over \$15,500 in a six month period. It was reported that this is about double the amount of people and funding for the entire 2007 fiscal year. Staff noted that so the scholarship funding might continue for the rest of 2008, the Foundation Board approved a budget amendment to increase the scholarship funding.

**Cemetery Report:** Seeds reported that the Staff has been working on the 2009 Budget with the Cemetery Board. The Oak Grove Cemetery Board would like to have trash barrels placed in the cemetery and have asked that this be considered in the next budget cycle. He then reported that there are four dates that are to be for clean-up of the cemetery. It was noted that these dates have been on the books for a long time and are to be used for the general clean-up of everything from flowers to items placed on various grave sites. Seeds indicated that the dates are to be posted so everyone knows when they are. He indicated that these general clean-up days will help with safety especially during the mowing season.

**Legislative Report:** Seeds stated that the only thing to report is that the up-coming election is August 5, 2008.

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

Walendy was next reporting that McNair & West Winds looked great and they are being well used.

Seeds reported that Heatherbrook, Woodlands, and Schaefer Parks also looked good.

Morgan reported that the Soccer Complex and Fox Hill were great.

Borgmeyer noted that Blanchette and French Town also looked good.

Smith stated that Boone's Lick, Circle Drive and Fountain Lakes looks fine.

Mudrovic stated that Oak Grove and Wapelhorst looked good.

Porterfield reported that both Jaycee and Schneider/Kiwanis Park looked good and are also being well used.

**Closed Session:** None.

Seeds moved for **Adjournment** at 7:49pm. Seconded by Mudrovic. Passed unanimously.

Board Meeting: July 16, 2008

Respectfully Submitted,

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Lyndel H. Porterfield - President

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Matthew Seeds - Secretary

**2)Transfers Under \$5,000 , 3) Finance Committee Meeting Minutes, March 19, 2008**

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

Thro stated that Frontier, Berthold, & Kister looked good, but there was trash along the Katy Trail just north of Frontier.

**Closed Session:**

Walendy moved that the Regular Board Meeting adjourn into **Closed Session, for the purpose of hiring, firing, disciplining or promoting of particular employees when information relating to the performance or merit of individual employees is discussed or recorded. (RSMo 610.021.3).** Seconded by Seeds. Roll Call vote:

Aye: Porterfield, Walendy, Seeds, Morgan, Myers, Borgmeyer, and Thro.  
Nay: None

After the Park Board returned to **Regular Session** Morgan moved that the meeting **Adjourn** at 7:09pm. Seconded by Seeds. Passed unanimously.