

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
WORK SESSION MEETING HELD
JULY 02, 2008**

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

Park Board - Porterfield, Walendy, Seeds, Morgan, Myers, Borgmeyer, Smith, Mudrovic and Council Liaison Feldman present for Roll Call; with Thro absent.

Others - Director Parks & Recreation, Asst. Director Parks & Recreation, Enterprise Superintendent, Maintenance Superintendent, Chief and Park Ranger.

It was noted that this meeting was a combined meeting of the June 18, 2008 Regular Board Meeting and the Regular July 2, 2009 Work Session.

Discussion of the 2009 Budget:

Staff reported that the Finance Committee met again on Monday, June 26, 2008 to review a draft of the 2009 Budget. It was reported noted that the Finance Committee discussion about the Proposed 2009 Budget was extensive. A Staff memo dated June 27, 2008 along with the budget sheets (**attached**) was reviewed. It was reported that the information was reviewed/discussed by the Finance Committee and has proposed approval. Staff then reported that since all of the revenue projections have not been received at this time therefore this budget will need to be re-visited in the future. It was noted that since the budget is due and needs to be submitted to city hall now this proposed 2009 Budget is zero balanced as requested. Staff outlined/review the proposed budget information. When this review was complete various questions were addressed and the discussion was extensive. Seeds indicated that he did not want to see the Maintenance Division Budget reduction. When this discussion was complete, Borgmeyer moved to approve the 2009 Budget recommendation. Seconded by Morgan. Passed, with Seeds voting no.

Discussion and Purchase of Playground Mulch Purchase in an amount not to exceed \$9,968.70:

A Staff Memo dated June 27, 2008 (**attached**) concerning the bid for the needed playground mulch was reviewed. The memo noted that five bids were received and Staff recommended the low bid from Foster Brothers, in an amount not to exceed \$9,968.70. The information was reviewed resulting in Seeds moved to approve the Staff recommendation. Seconded by Morgan. Passed unanimously.

As there was not any other business to discuss Smith moved that the meeting **Adjourn** at 7:24 pm. Seconded by Morgan. Passed unanimously.

Park Board Work Session Meeting: July 2, 2008

Respectfully Submitted,

Lyn Porterfield - President

Matthew Seeds - Secretary

It was reported that this agenda item was also informational and for discussion purposes only. Staff gave an overview the new County Code for Pool Related facilities. A Staff memo dated May 1, 2008 (**attached**) was reviewed. It was reported that this new code is being considered by the City of Saint Charles for adoption via a cooperative agreement between the city & county. Staff stated that this possible code adoption would have some effect on the park department facilities, however all of the Aquatic Staff feels that as a public facility it should be held to a high standard. When the Staff review was complete, various Board Member comments and questions were addressed. This discussion resulted in the Board President & Staff being requested to put together some sort of statement that the Park Board has reviewed this proposed aquatic code and would not be opposed to its adoption. It was noted that such would be brought back to the Park Board for review.

Discussion and Consideration of a contract with Westport Pools, Inc for chemicals in an amount not to exceed \$25,000:

A Staff Memo dated April 30, 2008 (**attached**) was reviewed. Staff reported that this is again a joint bid with the Cities of St. Peters, O'Fallon, Wentzville and Saint Charles for pool chemicals. Various questions about the bid were answered resulting in Seeds moving that the recommended bid for the City of Saint Charles portion be approved in an amount not to exceed \$25,000. Seconded by Morgan. Passed unanimously.

Discussion and Consideration for the purchase of a Grand Caravan with Lou Fuse in an amount not to exceed \$19,627:

A Staff Memo dated May 1, 2008 (**attached**) was reviewed. Staff reported that bids were solicited from fourteen dealers with three bids being received. Various questions about the bid was answered resulting in Morgan moving that the recommended bid from Lou Fuse in an amount not to exceed \$19,627. Seconded by Myers. Passed

unanimously.

Discussion of the City Property at the Talbridge Subdivision to become a Park:

A Staff Memo dated April 30, 2008 (**attached**) was reviewed, followed by extensive discussion. It was reported that the park was supposed to be constructed by the developer, therefore the City Council and the Talbridge Subdivision Developer are in the process of trying to come together with some sort of agreement on how this would occur. Staff reported that they were asked to put together an estimate of what it would cost to totally complete the project, both if the work was done by Park Staff or a Contractor. It was noted that this was informational at this time but it would be coming back to the Park Board for consideration once a city agreement is completed. Various comments and questions were discussed resulting in Staff being asked to keep the Board informed as this issue develops.

Closed Session:

Seeds moved that the Regular Board Meeting adjourn into **Closed Session, for the purpose of Leasing, purchase or sale of real estate where public knowledge of the transaction might adversely affect the legal consideration thereof. (RSMo 610.021.2)**. Seconded by Morgan.
Roll Call:

Yes: Porterfield, Walendy, Seeds, Morgan, Myers, Borgmeyer, Thro, and Mudrovic

No: None

After the Park Board returned to **Regular Session**, Borgmeyer moved that the meeting **Adjourn** at 8:20 pm. Seconded by Seeds. Passed unanimously.