

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
March 18th, 2015**

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

Park Board - TJ Slattery, Tom Smith, Linda Roche, Mike Ryan, Betty Barro, Bradley Nowak and Sandy Bichel and Council Liaison Herrmann were present. Valerie Lanning and Kathy Mudrovic were absent.

Others - Maralee Britton – Director, Chris Atkinson – Assistant Director
Nick Donze – Maint, Superintendent, Don Borgmeyer – Enterprise Superintendent
Missy Hollander – Aquatic Coordinator

Community Members – Joe Kloeppe and Gerri Kloeppe

Verbal Petitions/Public Comments and Response:

Mr. Kloeppe requested to speak in regards to the aquatics comprehensive plan. He and his wife are in favor of "Option #3". This would be 3 separate facilities at a cost of \$27 Million. Also suggested a 9 or 18 hole golf course to be placed on the 110 acre park property.

Staff Reports/Presentations: None

Items for Discussion and/or Action:

A. Transfers over \$5,000.00*

Britton presented the transfer. Smith made a motion to approve the transfer. Seconded by Barro. Passed Unanimously.

B. Contract with Praxair Distribution Inc. to provide aquatic facilities with liquid CO2 during 2015 aquatics season in an amount not to exceed \$6,000.00*

Atkinson presented the contract. Smith made a motion to approve the contract. Seconded by Bichel. Passed Unanimously.

C. Purchase of lumber and supplies for KATY Depot deck sub structure from R P Lumber in an amount not to exceed \$8,512.06*

Smith requested that since the low bidder from Illinois and the second lowest bidder from St. Charles were so close in price that the bid is awarded to the next lowest bidder (Hackmann Lumber). Smith made a motion to approve the purchase with Hackmann Lumber in an amount not to exceed \$8,862.18. Seconded by Roche. Passed Unanimously.

D. Purchase of roofing materials and supplies needed for the KATY Depot and Kister Gazebo Project from Hackmann Lumber in an amount not to exceed \$22,213.83*

Smith made a motion to approve the purchase. Seconded by Ryan. Passed Unanimously.

E. Contract with One Way Construction for the installation of the replacement KATY Depot chimney and roof and Kister Gazebo roof in an amount not to exceed \$49,705.81*

Atkinson presented the contract. Bichel made a motion to approve the contract. Seconded by Nowak. Passed Unanimously.

F. Contract with Fraise Construction Company for the installation of the replacement KATY Depot deck in an amount not to exceed \$64,900.00*

Atkinson presented the contract. Barro made a motion to approve the contract. Seconded by Roche. Passed Unanimously.

G. Consideration of Enterprise Employee Manual Amendment*

Britton presented the amendment to the manual. The updates includes including softball umpires as employees. Nowak made a motion to approve the manual. Seconded by Ryan. Passed Unanimously.

H. Consideration of Aquatic Facility User Policy*

Britton presented the policy. This policy outlines the standards for which our facilities are available for private use. Barro made a motion to approve the policy. Seconded by Nowak. Passed Unanimously.

I. Consideration of the Capital Improvements Plan 2016 – 2021*

Britton presented the 2016-2021 CIP. Some changes were suggested due to some projects that will now be completed in 2015 rather than later in the CIP. Included a ½ basketball court at Boones Lick Park. Smith made a motion to approve the 2016-2021 CIP as amended. Seconded by Nowak. Passed Unanimously.

J. Discussion of the Aquatics Comprehensive Plan

President Slattery outlined the next steps following the Joint Work Session between the Park Board and City Council. Board Member Smith is donating the phone survey that will be statistically valid that will reach out to the voting St. Charles public to get their feedback on the aquatics plan and a possible tax increase for building new aquatic facilities. The Board will receive the results once they have been correlated. Nowak asked if staff could also offer an online/paper survey to all reach out to the parks users to get their feedback also. The Board after the survey results have been received will then make a recommendation to the City Council on which option of the 3 they prefer. A Joint Meeting will be held in July to further discuss.

Meeting Minutes:

A. Parks & Recreation Executive Committee Meeting February 2, 2015*

Nowak moved to approve the meeting minutes as presented. Seconded by Smith.
Passed unanimously.

B. Parks & Recreation Board Executive Committee Closed Session Minutes February 2, 2015***

Smith moved to approve the meeting minutes as presented. Seconded by Bichel.
Roll Call Vote: Barro – Yes, Bichel – Yes, Nowak – Yes, Roche – Yes, Smith – Yes,
Ryan – Yes, Slattery – Yes.

C. Parks & Recreation Regular Meeting February 18th, 2015*

Nowak moved to approve the meeting minutes as presented. Seconded by Smith.
Passed unanimously.

D. Parks & Recreation Work Session March 4th, 2015*

Nowak moved to approve the meeting minutes as presented. Seconded by Smith.
Passed unanimously.

E. Parks and Recreation Board Closed Session Minutes March 4, 2015***

Nowak moved to approve the meeting minutes as presented. Seconded by Smith.
Roll Call Vote: Barro – Yes, Bichel – Yes, Nowak – Yes, Roche – Yes, Smith – Yes,
Ryan – Yes, Slattery – Yes.

F. Parks & Recreation Board Finance Committee March 12th, 2015*

Nowak moved to approve the meeting minutes as presented. Seconded by Smith.
Passed unanimously

Consent Agenda (Items to be received):

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

- A. Calendar
- B. Financial Statement
- C. Accounts Receivable Report
- D. Project Report
- E. 2014 City Department Activity Highlights Report
- F. 2015 Department and Division Priorities

Motion was made by Nowak to approve the Consent Agenda. Seconded by Roche. Passed unanimously.

Items Removed from the Consent Agenda: None

Presidents Announcements and Reminders:

Slattery felt that the Joint Work Session went as well as it could have. Feels like everything is moving along timeline wise nicely. Bichel thanked Board Member Ryan for his email.

Directors Report:

- A. **Thank You's (As Available)** – Mark Hollenberg had a few thank you notes from members of the public who he had worked with during their loved ones burials.
- B. **General Department Update**

Board Member Announcements and Reminders:

Ryan asked that if it was possible to have the Foundation award a scholarship(s) to parks employees who are working for the department and then going off to college. Staff said that the request would have to be made at the Foundation.

Council Liaison Announcements and Reminders:

Herrmann thought that the scholarship idea was a great idea. Also thanked staff for moving the April Food Truck event to Mueller Soccer Complex rather than keeping it at Frontier Park.

Park Board Liaisons Comments:

Foundation Report: Barro said the meeting went well.

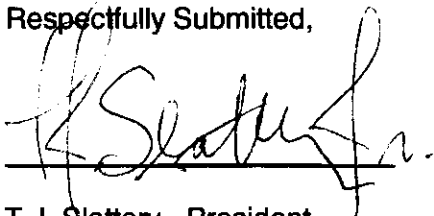
Cemetery Report: None

Legislative Report: None

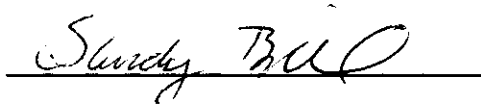
As there was not any other business to discuss Bichel moved for **Adjournment** at 7.34 pm. Motion was seconded by Ryan. Passed unanimously.

Meeting: March 18th, 2015

Respectfully Submitted,

Handwritten signature of T.J. Slattery in black ink, written over a horizontal line.

T.J. Slattery - President

Handwritten signature of Sandy Bichel in black ink, written over a horizontal line.

Sandy Bichel-Secretary