

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
November 17th, 2010**

The meeting was Called to Order by Vice-President Ohms at 6:02pm in the Meeting Room in Memorial Hall. Roll Call noted the following present for the meeting:

Park Board - Valerie Lanning, Tom Smith, Laura Lyon, Tom Probst, Mary Ann Ohms, Council Liaison Laurie Feldman and Alternate Council Liaison Bridget Ohmes present for Roll Call; with, John Walendy, TJ Slattery, Don Morgan, Kathy Mudrovic absent.

Others - Maralee M. Britton - Director Parks and Recreation, Chris Atkinson - Assistant Director.

Verbal Petitions/Public Comments and Response:

A. Fountain Lakes Fishing Accessibility Letter from Norman Plume.

Britton explained letter and said they Mr. Plume had been contacted by the Department. Britton, Feldman and Atkinson visited site. It was pointed out that there are several accessible fishing areas located around the ponds/lakes in Fountain Lakes. But due to the terrain not all areas of the lakes are accessible.

Staff Reports/Presentations: None

Items for Discussion and/or Action:

Proposed Fee Change for Facilities and Lights.

A Staff memo (**attached**) dated November 12, 2010 highlights the changes proposed by staff. Britton commented that the fees had not been changed since 2007-2008. Some highlights: Electrical cost for shelters is now included in every rental rather than being an additional option. Smith commented that he would like to see a difference between Resident/Non-Resident costs when it comes to Memorial hall Level One & Two and with Field light costs. The changes would be: Non Resident Fee for Level One and Level Two Rental would become \$225. Resident Fees would remain \$200. Field lights would change to \$16 for Resident and \$17 for Non-Resident. Lanning moved to approve the proposed changes with the discussed amendments. Seconded by Probst. Passed unanimously.

Transfers over \$5,000. A Staff memo (**attached**) dated November 12th, 2010 recommends the three transfers totaling \$374,456.43. This transfers the funds from the park improvements line item to the land acquisition line item in preparation of property purchase for the Boschert Greenway. Smith moved to approve the Transfers. Seconded by Lanning. Passed unanimously.

Request to fill vacant Recreation Enterprise Superintendant. A Staff memo (**attached**) dated November 12th, 2010 explains the request to fill the position and to change the salary grid to match that of the Maintenance Superintendant. Smith requested that the salary be reduced further. After much discussion he recommended the Step 14 (Maximum Salary of position) dollar amount of \$80,036 be reduced to \$76,250. Probst moved to approve request to fill the position and to reduce the new maximum pay to \$76,250. Seconded by Smith. Passed unanimously.

100 Acre Park Property Verbal Update. Atkinson updated the Board on the 100 acre property. Mentioned that the Task Team had met and toured the property. Multiple ideas and amenities were discussed. Next step is to come up with several "design proposals" for the area that can be attached to the letter than is sent to City Council requesting it be dedicated to the Parks & Recreation Department.

Meeting Minutes:

The Parks and Recreation Board Regular Meeting Minutes from October 20, 2010 and the Work Session Meeting Minutes from November 3, 2010 were reviewed. Smith moved that the Minutes be approved. Motion seconded by Probst. Passed unanimously.

Consent Agenda:

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

- 7.A. Calendar Call for Meetings
- 7.B. Finance
 - 1) Transfers under \$5,000
- 7.C. Communications
 - 1) Projects Report
 - 2) 3rd Quarter Inclusion Report.
 - 3) Oak Grove Cemetery Advisory Board Minutes, September 9th, 2010.

Ohms asked if anyone wanted to remove any item for discussion. Smith moved for a motion to approve the Consent Agenda as presented. Motion seconded by Lanning. Passed unanimously.

Items Removed from the Consent Agenda: None

President's Announcements and Reminders: None

Director's Report:

Site Plan for administration building is in final design stage. The preliminary design will then go to Planning & Zoning. The next step is to meet with the Finance Committee to discuss the funding of the project.

Jaycee Park Playground proposals from vendors were received on November 12th. The Task Team will meet on November 22nd to discuss.

Webster Park Entranceway project will get underway following Thanksgiving.

There will be a "ribbon cutting" for the extension of the Katy Trail at some point in the near future.

Reminder: December 9th, 2010 is the date for the Park Board Holiday Party in auditorium at Memorial Hall.

Board Member Announcements and Reminders: None

Council Liaison Announcements and Reminders:

Council Liaison Feldman said that Council was finishing up budgets. Changes in festival funding and employee benefits are two changes. Mentioned the Coat Collection program that is taking place in various City departments and also mentioned a dinner on December 17th utilizing SCAT buses.

Park Board Liaisons' Comments:

Foundation Report: Ohms mentioned tables/tickets are available for the "Chicken Dance" on Friday January 28th and that they working on some changes in the "scholarship program".

Cemetery Report: None.

Legislative Report: None.

As there was not any other business to discuss Smith moved for Adjournment at 7:40 pm. Motion was seconded by Lanning. Passed unanimously.

Meeting: November 17, 2010

Respectfully Submitted,

John Walendy - President

Valerie Lanning-Secretary