

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
November 7th, 2012**

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 - John Walendy, Mike Ryan, TJ Slattery, Laura Lyon, , Kathy Mudrovic, Linda Roche, Valerie Lanning and Tom Probst were present. Tom Smith, Alternate Council Liaison Laurie Feldman and Council Liaison Bridget Ohmes were absent.

Others - Maralee Britton – Director
Chris Atkinson – Assistant Director
Todd Kassabaum – Chief Ranger
Nick Donze – Maintenance.

Items for Discussion and/or Action:

Request for a new 2 year, with the option of an additional year extension, of the St. Charles/St. Peters Recreational Cooperative Agreement*

Britton explained that the current agreement is set to expire in April 2013. This extension would put the agreement on calendar year and allow staff to synchronize with the Park Passport program.

Probst moved to approve the agreement. Seconded by Lyon. Passed unanimously.

Frontier Park Missouri Department of Natural Resources Trail Easement Agreement*

See attached memo. Britton explained that this agreement was similar to the one for the restroom that was added in Frontier Park.

Walendy moved to approve the agreement. Seconded by Roche. Passed unanimously.

Discussion of Administration Building Renovation Project.

Britton, Atkinson and Donze explained the process that has taken place so far in regards to the building. Received an estimate to do the work using 100% private contractors. Staff did an estimate incorporating private contractors and staff completing work also. Staff asked boards opinion on how to move the project forward.

Lanning wanted to make sure staff were going to be happy with the final product and was also concerned that it may take time away from construction crew doing other projects.

Lyon asked if receiving pro bone work from an architect was acceptable. Staff said they would look into it.

Probst requested that staff collect more information about costs and timelines and potentially bring the information back before the Board.

Slattery said he does not see the Board being involved in the smaller details of this project. Believes it is a worthwhile project and that staff should proceed.

Board said staff should move forward with the project.

Resolution #4 2012, Request to declare vehicle surplus*

Atkinson explained that this vehicle is scheduled to be replaced in 2013. It is included as a potential trade in for the new vehicle in 2013.

Probst moved to approve the request. Seconded by Mudrovic. Passed unanimously.

Request to purchase a new Park Ranger vehicle*

Atkinson explained the process. Although not required per City Code quotes were requested from several sources. Britton explained the process the City recently went through in purchasing City Police vehicles. (Paid more than the State Bid to Pundmann Ford).

Lyon moved to approve the purchase of a 2012 Dodge Charger Police Interceptor utilizing the State bid from Lou Fusz including the trade in of the 2008 Ford Crown Victoria (Value 3000) for \$19,373.00. Seconded by Lanning. Passed unanimously.

Transfers over \$5000*

See attached memo. Britton explained the transfers. The project transfers closed projects that were completed under budget and moved funding to other ongoing projects. Seasonal salary transfers were needed to cover additional costs incurred by new programs and day camp that had better enrollment numbers than expected. Britton said that this issue that has happened in the last few years should be resolved in the 2013 budget. Probst asked if this issue could be discussed at a future budget/finance/executive board meeting.

Adopt a Park (Board Member observations pertinent to facilities, programs and services within the Park System)

Walendy indicated that Berthold, Kister and Frontier looked good.

Lyon reported that the Dog Park, Frenchtown and DuSable looked good.

Slattery – Vogt Brothers and Schaefer looked good. Thanked staff for all they did for the “Dream Dog Park” event.

Roche – Reported Wapelhorst and Schaefer looked good.

Ryan – Reported Fox Hill and Soccer Park looked good.

Probst – Circle, Booneslick and Cemetery looked good.

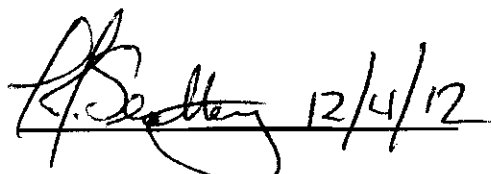
Lanning – Kiwanis and Fountain Lakes looked good. Asked if there was anything that could be done about the graffiti at the Skate Park.

Modrovic – Reported Jaycee Park with the new Discovery Playground looked great and was very busy every time she is there.

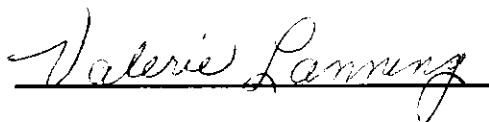
As there was not any other business to discuss Lanning moved for **Adjournment** at 7.28 pm. Motion was seconded by Mudrovic. Passed unanimously.

Meeting: November 7th, 2012

Respectfully Submitted,

Handwritten signature of T.J. Slattery in black ink, written over a horizontal line. The signature is stylized and includes the date 12/4/12.

T.J. Slattery - President

Handwritten signature of Valerie Lanning in black ink, written over a horizontal line. The signature is in a cursive style.

Valerie Lanning-Secretary