

SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
October 20th, 2010

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

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

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

Verbal Petitions/Public Comments and Response: None

Staff Reports/Presentations: None

Items for Discussion and/or Action:

Contract for Phase 1: Webster Park Entrance Road Improvements.

A Staff memo (**attached**) dated October 15, 2010 recommends approving a contract with L. F. Krupp Construction, Inc. for the construction of an entrance roadway, parking lot, demolition of a house and installation of lighting at Webster Park. The Webster Task Team met and made the recommendation to the full Park Board. Smith moved to approve the contract with L.F. Krupp Construction, Inc. in the not to exceed amount of \$645,650. Seconded by Slattery. Passed unanimously.

Change Order #1, SJ Hollander Contract. A Staff memo (**attached**) dated October 12th, 2010 explains the need for Change Order #1 for the additional redesign of the Frontier Park bathrooms. The change order would increase the original contract by \$3000 for a new total contract not to exceed \$11,875. Morgan moved to approve the Change Order. Seconded by Smith. Passed unanimously.

Transfers over \$5,000. A Staff memo (**attached**) dated October 15th, 2010 recommends the two transfers of \$15,000. One to increase "Ranger Seasonal Labor" and one to increase "Recreation Seasonal Labor". Lanning moved to approve the Transfers. Seconded by Smith. Passed unanimously.

Meeting Minutes:

The Parks and Recreation Board Regular Meeting Minutes from September 16, 2010 and the Work Session Meeting Minutes from October 6, 2010 were reviewed. Morgan moved that the Minutes be approved. Motion seconded by Slattery. 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) September Financial Worksheet
- 2) Transfers under \$5,000

7.C. Communications

- 1) Projects Report
- 2) Administration Building Expansion Meeting Minutes, October 6, 2010
- 3) Fox Hill Park Correspondence, October 12, 2010
- 4) Webster Park Task Team Meeting Minutes, October 14, 2010

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

Items Removed from the Consent Agenda: None

President's Announcements and Reminders:

Wallendy asked if there was any solution to the condition of the grass in Frontier Park. Concerned about Ice Rink damaging park. Britton said that not that now majority of festivals have passed the maintenance department are stepping up their efforts. Also any damage caused by ice rink will not be responsibility of Parks Department. Damaged area will be re-sodded rather than seeded per agreement.

Director's Report:

Several staff members will be out of town in Minneapolis attending the National Parks & Recreation Conference the week of October 25-29. Any issues arise during trip to call the office or cell phone.

Administration building is in design phase.

Jaycee Park Playground is waiting on proposals from vendors. Deadline for proposals is November 12th.

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

Board Member Announcements and Reminders:

Slattery reminded board that they have two tables for the "Chicken Dance" on Friday January 28th.

Lanning expressed appreciation for staff effort in hosting the Chamber of Commerce "After Hours" function in Memorial Hall.

Council Liaison Announcements and Reminders:

Council Liaison Feldman said that all of the recommendations from the Park Board in regards to Fox Hill/Patriot Machine issue were discussed at City Council and all recommendations would be included in pending negotiations with Patriot Machine.

Council Liaison Feldman discussed the 100 acre 'Princess Jodie' property. She mentioned several people have expressed an interest in the property. Some ideas: Community Garden, Festival Park.

Smith asked if Park Board should send letter to Council asking for the property to be dedicated to Parks. After discussion Feldman said she would support a letter from Board asking Council to dedicate it to Parks so that they can develop it.

Walendy asked that the "Current Park Plan" for the 100 acre property be included on the agenda for the next Work Session meeting.

Park Board Liaisons' Comments:

Foundation Report: None.

Cemetery Report: None.

Legislative Report: None.

As there was not any other business to discuss Morgan moved for **Adjournment** at 6:50 pm. Motion was seconded by Lanning. Passed unanimously.

Meeting: October 20, 2010

Respectfully Submitted,

John Walendy - President

Valerie Lanning-Secretary