

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
OCTOBER 22, 2008**

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

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

Others - Director Parks & Recreation, Asst. Director Parks & Recreation, Aquatic Coordinator, Maintenance Superintendent, and Wapelhorst Area Foreman.

Porterfield welcomed Valerie Lanning to the Park Board/Meeting as the newest member.

Verbal Petitions/Public Comments and Response: None.

Staff Reports/Presentations: None

Action Items:

Purchase of a 15 Hp Horizontal Pump from Missouri Machinery dba The Pump Shop in an amount not to exceed \$6,424.00. A Staff memo dated October 6, 2008 (**attached**) was reviewed which recommended the bid from The Pump Shop for a new replacement pump. When the information review was completed Seeds moved to approve the recommended bid. Motion seconded by Mudrovic. Passed unanimously.

Change Order #1 to Thoele Asphalt Contract in the amount of \$72,744 for a total contract not to exceed \$88,525.73. A Staff memo dated October 10, 2008 (**attached**) was reviewed which recommended the change order so the Fox Hill Trail Extension, Wapelhorst Pool Parking Lot Addition, Wapelhorst Tennis Court Parking Lot Addition, the Wapelhorst Lake Trail Addition, and the New Talbridge Parking Lot Construction could be completed. Various questions & comments were addressed, which resulted in extensive discussion. It was asked if this item should be re-bid since the price of oil has been falling in recent days. This comment prompted extensive discussion, resulting in Seeds moving to have Staff re-bid the asphalt for the aforementioned paving projects. Motion seconded by Myers. Passed unanimously.

Change Order #1 to LaFarge St. Charles Contract in the amount of \$3,776.85 for a total contract not to exceed \$11,502.23. It was reported that this item was withdrawn from the agenda.

Purchase of an Excavator from Bobcat of St. Louis in an amount not to exceed \$29,999.00. A Staff memo dated October 16, 2008 (**attached**) was reviewed which recommended the best bid from Bobcat. It was reported that the recommended piece of equipment offered the best horsepower and options of the equipment bid. Various questions & comments were addressed which resulted in Seeds moving to approve the recommendation. Seconded by Mudrovic. Passed unanimously.

Contract with Dynabrite, Inc. for Shelter Installation in an amount not to exceed \$9,050.00. A Staff memo dated October 16, 2008 (**attached**) was reviewed which recommended the best bid from Dynabrite, Inc. for installation of the new Talbridge Shelter. It was reported that the recommended bid from this contractor was tied for the lowest bid. Staff noted that this contractor was the same one who did the shelter at Schaefer Park a few years ago. Various questions & comments were addressed which resulted in Seeds moving to approve the recommendation. Seconded by Mudrovic. Passed unanimously.

Discussion of Capital Projects. The Staff Progress Report for October 2008 (**attached**) was reviewed item by item which included the following projects: Wapelhorst Lake Renovation, Ranger Motorcycle Range, JC Stage Renovation, Eco Park, Webster Park Development, McNair Multipurpose Sports Court, Boone's Lick Parking Lot, Kister Park Replacement of the Flagstone Walk, Talbridge Development. The discussion concerning these projects was extensive. This included various Board Member questions and comments about the progress of these projects. Staff reviewed various reasons why in their opinion the progress of many of the projects occurred. Various other questions and comments about the projects were then addressed. When completed the next agenda item was considered.

Purchase of Recycled Concrete Rock from Thoele Paving in an amount not to exceed \$7,725.38. It was noted that this topic was planned as a replacement for Agenda Item C. but such did not work out as planned therefore it was noted that this item would be held until a later meeting.

Meeting Minutes:

The **Regular Parks and Recreation Board Meeting Minutes from the October 1, 2008 Work Session Meeting** was reviewed. When complete Smith moved that the Regular Meeting Minutes be approved as submitted. Seconded by Seeds. Passed unanimously.

Consent Agenda:

The Consent Agenda topic was then addressed, which included **7.A. Calendar Call for Meetings, 7.B. Finance - 1) May Budget**

Worksheet, 7.C. Communications - 1) Capital Projects Report, 2) Budget Transfers under \$5,000, and 3) McNair Sports Court Task Team Meeting Minutes, September 15, 2008, 4) Capital Improvements Plan Memorandum to City Council October 2, 2008. Since no items were removed for discussion, Seeds moved that the Consent Agenda be Approved. Seconded by Mudrovic. Passed unanimously.

Items Removed from the Consent Agenda: None.

President Report: None.

Director's Report:

Thank You's received during the month. Staff reported that various thank you notes were received this month. Staff briefly reviewed the information that had been received. It was noted two thank you's were received concerning the recent Savanna Southern Trip. The next thank you was from the CVB Staff, to Park Staff for helping with the recent Tour Missouri Event. The next thank you was from a Nebraska Soccer Teams for the Ranger Soccer Tournament. Two other thank you's were received from Soccer Teams thanking the Rangers for a great tournament.

Kister Park Walkway Update: Staff indicated that it was planned that this project would be completed by December 2008.

Update on the Recreation Division Activity. It was reported that Custom Coatings has completed painting of the attractions at both Blanchette and Wapelhorst Aquatic Facilities. Staff then reported that the Upstairs Kitchen Rehabilitation was complete with the exception of new cabinets and counter tops. It was noted that such would be completed in the near future. Staff then reported that plans are underway to put a new floor in the restrooms at the Wapelhorst Aquatic Facility. The last item was regarding new federal legislation requiring pools to change the drainage grates for safety reasons. Staff indicated that planning is underway to install new grates if necessary.

Boschertown Greenway Trail Dedication. Staff reported that a dedication ceremony for this new trail was held earlier today. It was reported that the trail is open and being used. Staff noted there were a few more items that need to be installed before the project is complete but they were minor.

Board Member Comments: Seeds welcomed Valerie Lanning to the Park Board. Seeds then reported both Lyn and Valerie were at the dedication today and the new trail is great. Lanning also stated that the new trail is wonderful.

Council Meetings' Action w/Park Considerations & Council Liaisons' Comments: None.

Park Board Liaisons' Comments:

Foundation Report. None.

Cemetery Report: None

Legislative Report: None.

Adopt-A-Park - Board Member Observations Pertinent to Facilities, Progress and Services within the Park System:

Porterfield reported that McNair & West Winds looked good.

Seeds reported that Frontier was wet, and Berthold, & Kister looked good.

Smith stated that Heatherbrook needed some repairs because of erosion. Woodlands and Schaefer Parks also looked fine. He then reported that the easement sidewalk from the sub-division at the Day Camp Area of McNair Park was very narrow.

Mudrovic stated that Oak Grove and Wapelhorst looked good.

Lanning was next stating that Fox Hill and the Soccer Complex were her parks. She reported that Fox Hill looked great and she would check on the Soccer Complex.

Closed Session: None.

Seeds moved for **Adjournment** at 7:41pm. Seconded by Smith. Passed unanimously.

Board Meeting: October 22, 2008

Respectfully Submitted,

Lyndel H. Porterfield - President

Matthew Seeds - Secretary