

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
SEPTEMBER 18, 2008**

The meeting was Called to Order by President Porterfield at 6:00pm in the Gould Building - Wapelhorst Park. Roll Call noted the following present for the meeting:

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

Others - Director Parks & Recreation, Asst. Director Parks & Recreation, and Maintenance Superintendent.

Verbal Petitions/Public Comments and Response: None.

Staff Reports/Presentations: None

Action Items:

Purchase of Cultured Stone from Midwest Block and Stone in the amount of \$6,096.10. A Staff memo dated August 27, 2008 (**attached**) was reviewed which recommended the low bid from Midwest Block & Stone. When the information review was completed Seeds moved to approve the recommended bid. Motion seconded by Smith. Passed unanimously.

Contract with Tour West America Inc. in an amount of \$9900.00 for the National Parks Trip October 4-14, 2009. A Staff memo dated August 28, 2008 (**attached**) was reviewed which recommended the low bid from Tour West Inc. Various questions & comments were addressed which resulted in Seeds moving to approve the recommendation. Seconded by Myers. Passed unanimously.

Contract with Vandalia Bus Lines in an amount of \$7400.00 for the Washington DC Trip June 9-17, 2009. A Staff memo dated August 28, 2008 (**attached**) was reviewed which recommended the low bid from Vandalia Bus Lines. Various questions & comments were addressed which resulted in Seeds moving to approve the recommendation. Seconded by Smith. Passed unanimously.

City Council Resolution placing Certain Parcels of Real Property Located at 500 Fairgrounds Road under the Control of the Saint Charles Parks and Recreation Board for its Development, Care and Maintenance. A copy of the Resolution (**attached**) was reviewed by the Board resulting in Seeds making a motion for the Park Board to accept the Property and the responsibility for its Development, Care and Maintenance. Motion seconded by Borgmeyer. Passed unanimously.

2008 Budget Amendments. A Staff memo dated September 17, 2008 outlined the recommended budget amendments (**attached**). Various questions & comments were addressed resulting in Seeds moving to approve the recommendation. Seconded by Smith. Passed unanimously.

Meeting Minutes:

The **Regular Parks and Recreation Board Meeting Minutes from the August 21, 2008 Regular Meeting** was reviewed. When complete Seeds moved that the Regular Meeting Minutes be approved as submitted. Seconded by Smith. Passed unanimously.

Consent Agenda:

The Consent Agenda topic was then addressed, which included **7.A. Calendar Call for Meetings, 7.B. Finance - 1) April Budget Worksheet, 7.C. Communications - 1) Capital Projects Report, 2) Budget Transfers under \$5,000, and 3) McNair Sports Court Task Team Meeting Minutes, August 26, 2008.** Seeds asked that the **7.C.1) the Capital Projects** item be removed for discussion. Porterfield asked that **7.A. Calendar Call for Meeting** be removed. With that noted Smith moved that the consent agenda be received as submitted except for items **7.A. and 7.C.1)**. Seconded by Walendy. Passed unanimously.

Items Removed from the Consent Agenda:

Under item **7.A. Calendar Call for Meetings** it was suggested that the Regular October 16, 2008 Park Board Meeting be moved since the Director, Asst. Director and the Maintenance Superintendent would be out of town attending the National Parks and Recreation Association Conference. It was decided that the meeting would be moved to October 22, 2008. Next, the **September 2008 Capital Projects Report topic (attached)** was addressed. Staff reviewed the written report item by item. Subsequent to various questions, comments and extensive discussion about the projects, Seeds moved that the Calendar and the Capital Projects item be received. Seconded by Walendy. Passed unanimously.

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. The first was from Ellen Gordon and was a thank you to Cathy DeDecker for helping make the city strategic planning a success. The next was a thank you note received on the park web site the Board for the Bum's

Hollow event. The next thank you notes were sent to various life guards, from children who took one of the swim lesson classes this summer. The last thank you was from Sean Olms with the Convention Center. It was sent to Cathy DeDecker and her Staff for helping with the 2008 Kids Block Party.

Parks and Recreation Website Blog: Staff then reported that on the front of the 2008 Park Web Site was a Blog Space. It was reported that this space is for those who may be interested in provide feedback about the department. Staff also reported that they were kicking off an e-news letter that will be sent to our mailing list of over 2000 park facility & program users.

Public Forum: Next, Staff reported that on October 1, 2008 the department will host a public forum, at the Park Board Work Session, so residents can provide input about the proposed new sports court in McNair Park. It was noted that this meeting will be held at 6:00pm in Memorial Hall - Blanchette Park.

Chamber After Hours Event: Staff then reported that the Chamber After Hours Event will be hosted by the St. Charles Park Foundation and the Parks and Recreation Department on September 25, 2008. It was noted that this event will be held at the Gould Building in Wapelhorst Park from 5:00pm to 7:00pm.

Report of Riverfront Parks with the Rise of the Missouri River: Staff noted that DuSable and Frontier Parks were affected. Staff noted in DuSable the Eco Park Area, Blanchette Landing. Staff reported that water came in through the flood gate, into the Bales/Dog Park Area because of a leak. Staff then reported that Frontier Park was closed for safety reasons since park users can not see the edge of the river bank. It was noted that due to this park closing the Irish Festival was relocated onto Riverside Drive and the CVB Parking Lot from Frontier.

Board Member Comments: Smith reported that former State Representative Sherman Parker is in the hospital and not doing well.

Council Meetings' Action w/Park Considerations & Council Liaisons' Comments: Porterfield noted that the City Council Resolution placing Talbridge Property Located at 500 Fairgrounds Road under the Control of the Saint Charles Parks and Recreation Board for its Development, Care and Maintenance was previously addressed in the meeting.

Park Board Liaisons' Comments:

Foundation Report. Porterfield noted that Staff had previously reported that SCCYSA had donated \$10,000 for use at the Soccer Complex. It was noted that there was not anything else to

report concerning this agenda topic.

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 and they are being well used.

Walendy was next reporting that Blanchette and French Town also looked good.

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

Myers reported that Point DuSable Park including Blanchette Landing, Regot, and Bales Areas) were closed due to flooding.

Borgmeyer noted that Boone's Lick, Circle Drive and Fountain Lakes looks fine.

Smith stated that Heatherbrook, Woodlands, and Schaefer Parks also looked good.

Closed Session: None.

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

Board Meeting: September 18, 2008

Respectfully Submitted,

Lyndel H. Porterfield - President

Matthew Seeds - Secretary