

ST. CHARLES PARK & RECREATION BOARD MINUTES
WORK SESSION MEETING HELD
August 6th, 2014

The meeting was **Called to Order** by President Slattery at 6:04 pm in the American Legion Meeting Room at Memorial Hall. **Roll Call** noted the following present for the meeting:

Park Board - Betty Barro, Sandy Bichel, Valerie Lanning, TJ Slattery, Mike Ryan, Linda Roche, Brad Nowak, Kathy Mudrovic and Council Liaison Laurie Feldman were present. Tom Smith was absent.

Others - Maralee Britton - Director Parks and Recreation,
Chris Atkinson – Assistant Director
Don Borgmeyer – Interim Enterprise Superintendent
Todd Kassabaum – Chief Park Ranger

3. Jaycee Park – Discovery Playground Update

Atkinson updated the Park Board on all of the steps and research that has taken place since the last meeting when Ms. Geringer spoke to the Board about her concerns with noise, traffic and people at Jaycee Park. Staff has visited the park with a decibel meter to measure the sounds coming from the chimes, bells, and xylophone. None of the readings are above the allowable threshold per City Ordinance. Chief Ranger Kassabaum has been meeting with the police Department and Public Works to discuss the on street parking concerns of Ms. Geringer. He also pulled the police reports from the City system to get a sense on the number of calls/complaints coming in from the neighborhood. There have been 14 total from January 1, 2014 through July 16th, 2014. Staff also prepared pricing on different types of barriers that could be installed between Sibley and the park property.

The consensus of the Board was that staff has made reasonable adjustments (Installing gates to lock the park access at night and planting several rows of arborvitaes to reduce the line of sight and potential noise from the instruments) to her complaints and no further actions will be taken.

The Board has directed Britton to prepare a letter to send Ms. Geringer stating the facts of the testing and that no further actions will be taken.

4. Heatherbrook Park Update

Atkinson showed the Board several photographs of the ongoing construction taking place at Heatherbrook Park. The playground contractor has poured the concrete pad for the new playground and parks staff have been clearing brush and trees from the area where the new access road will be installed. Following the large tree removal project by a contractor the rock and dirt will be brought in to provide the base for the new road and a contractor will be hired to install the culvert across the creek and provide connectivity between Heatherbrook and Webster Park. Lanning asked for an update on the Webster trails and Atkinson responded that they have been put on hold due to the work required on staff for Illumination and the work being completed at Heatherbrook. The goal is to begin them when some rental equipment is brought on site to do work at Heatherbrook.

5. Employee Discount Policy Discussion

Britton presented the Board with an updated Employee Discount Policy. Major differences included:

- Adding the Webster Building.
- Adding a \$1 off admission to the aquatic facilities general admission.
- Adding retirees with 20 years of service.
- Updating how proof of employment is done.

Nowak asked if the policy could include all part time employees. Slattery agreed and the Board had a consensus that part time employees should be included also. Britton said that she would make the requested changes/additions and also send the document to Legal for viewing. The updated policy with changes would then be brought back to the Board at a future meeting for review and possible approval.

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

Lanning: Circle drive looked great. Cemetery was quiet. Asked a question about parking at Booneslick. Staff said primarily on street parking is used for park patrons.

Bichel: Asked about some patching taking place in the basement of Memorial Hall. Borgmeyer said staff was repainting damage that took place during day camp. Should be completed soon.

Barro: Blanchette looks beautiful. Angel of Hope statue had flowers on it that looked great. Also pointed out that her grandchildren attended COPS Camp and loved it and will be hopefully attending next year also.

Ryan: Mueller and Fox Hill looked great.

Slattery: Webster looked good, impressed by progress at Heatherbrook.

Nowak: Wapelhorst looks great.

Roche: Jaycee looked great and McNair looked awesome. Nowak pointed out that when he was in McNair the previous weekend he found hundreds of golf balls on the softball fields. Slattery asked that if something like that comes up again to let him or staff know so they can take care of the issue.

Mudrovic – Frontier looked great and is preparing for Festival of the Little Hills.

At 6:59 Lanning made a motion to go into Closed Session to discuss Item C. Hiring, firing, disciplining or promoting of particular employees when information relating to performance or merit of individual employees is discussed or recorded. (RSMo 6109.021.3). Seconded by Mudrovic.

Roll Call Vote:

Barro – Yes, Bichel – Yes, Lanning – Yes, Mudrovic – Yes, Roche – Yes, Nowak – Yes, Ryan – Yes, Slattery – Yes.

At 7:40 Mudrovic Made A motion to come out of Closed Session. Seconded by Barro. Motion passed unanimously.

As there was not any other business to discuss Lanning moved for **Adjournment** at 7:41pm. Seconded by Bichel. Passed unanimously.

Park Board Work Session Meeting August 6th, 2014

Respectfully Submitted,

Handwritten signature of Valerie Lanning, dated 8/20/14.

Valerie Lanning
Vice President

Handwritten signature of Sandy Bichel.

Sandy Bichel- Secretary