

**SAINT CHARLES PARK & RECREATION BOARD MINUTES  
SPECIAL PARK BOARD WORK SESSION MEETING HELD  
JULY 22, 2009**

The meeting was Called to Order by President Porterfield at 6:02pm in the Park Office - Conference Room. Roll Call noted the following present for the meeting:

Park Board \_ Valerie Lanning, Don Morgan, Kathy Mudrovic, Jan Myers, Lyn Porterfield, Matthew Seeds, Tom Smith, John Walendy and Alternate City Council Liaison Jerry Reese present for Roll Call. It was reported that Don Borgmeyer had resigned.

Others \_ Director Parks, Recreation and Asst. Director Parks & Recreation, Interim Chief Park Ranger - Todd Kassabaum, Maintenance Superintendent - Jim Phillips, Seasonal Drafting Employee - Josh Busche.

**Election of Officers:**

Porterfield stated that per the Park Board Rules, the Board Secretary would assumed the role to ask for Nominations for the **Office of President**. With that noted, Seeds opened the floor to nominations. Morgan nominated Lyn Porterfield. Myers seconded the motion. As there were no other nominations, Morgan moved that the nominations cease for the Office of President and that Porterfield be elected by acclamation. The motion was seconded by Walendy. Passed unanimously.

Porterfield then opened the floor to nominations for the **Office of Vice-President**. Morgan nominated John Walendy. Myers seconded the motion. As there were no other nominations, Smith moved that the nominations cease for the Office of Vice President and that Walendy be elected by acclamation. The motion was seconded by Seeds. Passed unanimously.

Next, Porterfield opened the floor to nominations for the **Office of Secretary**. Seeds nominated Jan Myers. Morgan seconded the motion. As there were no other nominations, Morgan moved that the nominations cease for the Office of Secretary and that Myers be elected by acclamation. The motion was seconded by Seeds. Passed unanimously.

Porterfield then opened the floor to nominations for the **Office of Treasure**. Seeds nominated Don Morgan. Lanning seconded the motion. As there were no other nominations, Seeds moved that the nominations cease for the Office of Treasure and that Morgan be elected by acclimation. The motion was seconded by Smith. Passed unanimously.

**Appointment of Liaisons, Committees and Council Buddies.**

Staff was asked who currently served as the **Liaisons**. Staff reported that currently Seeds is the Liaison to the Cemetery Board, Porterfield is the Liaison to the Foundation Board and Seeds serves as the MPRA Legislative Liaison Representative. The discussion indicated that these Liaisons would all remain the same.

The Committees were then reviewed. It was reported that with Borgmeyer's resignation there were vacancies on the Finance Committee and the Bum's Hollow Amphitheater, Multipurpose Sports Court and the Webster Park Task Teams. Seeds volunteered to serve on the Finance Committee. Lanning stated that she would serve on the Bum's Hollow Task Team and Morgan indicated that he would serve on the Multipurpose Sports Court Task Team.

**Next the Adopt-A-Council Buddy** drawing was held. It was reported that the Board President automatically gets the Mayor, Director of Administration (DOA), Council Liaison, and draws one. With that noted the following is the results of the drawings:

Lyn Porterfield	Mayor York, DOA, Council Liaison Feldman, Ermling
Jan Myers	Klinghammer
John Walenday	Muench
Don Morgan	Beckering
Matthew Seeds	Stivisen
Kathy Mudrovic	Kneemiller
Tom Smith	Veit
Valerie Lanning	Reese
Vacant Position	Weller

**Discussion of the 100 Acre County Buyout Property Planning:**

Staff reported that prior to the Great Flood of 1993 there were three mobile home parks located on a 103 Acre piece of

property on the Northend of the City of Saint Charles. These parks included Princes Jody, Missouri Mobile and Bedford Village with access off Highway 94 and also Hawning Road. A Staff memo dated July 15, 2009 **(attached)** was reviewed which provided information about this Buyout Property. Staff reported that the County asked for proposals from the public for possible uses of this property. Staff reported that the City and Park Department submitted a proposal to the County suggesting that this property be developed/used for parks & recreation purposes. Staff reported that over the years various recreational uses of this land have been discussed but nothing had been finalized. Recently Mayor York and Park Staff have discussed putting together a land use design for this property.

Staff introduced Josh Busche, who is a second year engineering student at the Missouri University of Science and Technology in Rolla. Staff reported that Josh has been putting together a preliminary conceptual design with various possible uses of this land. With that noted, Josh gave a presentation outlining his conceptual plan **(attached)**. When complete various questions and comments were addressed.

**Discussion of Art in Parks.** A Staff memo dated July 15, 2009 **(attached)** was reviewed. Staff reported that this memo outlined Mayor York's plan for the purchase of small bronze statues of children. The idea is for the Beautification Commission to purchase these sculptures and for them to be placed in garden areas of the parks.

**Discussion of the Logo.** A Staff memo dated July 15, 2009 **(attached)** outlined the process that the City is using for the selection of a new city logo. Staff reported that the concept includes all of the various city departments to have their logo incorporated into the new city logo. The discussion regarding this new logo concept was extensive resulting in Staff being asked to keep the Board informed about this new city logo.

**Discussion and Consideration of a Ranger Division Firearms and Ammunition Procedures Policy.** A Staff memo dated July 20, 2009 **(attached)** outlined the reasons for replacement policy. The Policy **(also attached)** was then reviewed. The discussion regarding this Policy was extensive. When complete, Smith moved to approve the Firearms and Ammunition Procedure Policy. Motion seconded by Seeds. Passed unanimously.

**Closed Session.** Walendy moved that the Regular Board Meeting adjourn into **Closed Session, for the purpose of Hiring, firing, disciplining or promoting of particular employees when information relating to the performance or merit of individual employees is discussed or recorded. (RSMo 610.021.3).** Seconded by Smith. Roll Call vote:

Aye: Lanning, Mudrovic, Myers, Porterfield, Seeds, Smith, and Walendy.

Nay: None

After the Park Board returned to **Regular Session** Smith moved that the meeting **Adjourn** at 7:26pm. Seconded by Seeds. Passed unanimously.

Special Park Board Work Session Meeting: July 22, 2009

Respectfully Submitted,

Lyndel H. Porterfield \_ President    Jan Myers \_ Secretary