

ST. CHARLES PARK & RECREATION BOARD MINUTES
WORK SESSION MEETING HELD
APRIL 3RD, 2013

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

Park Board - John Walendy, Kathy Mudrovic, Valerie Lanning, Linda Roche, Laura Lyon, Tom Probst and Council Liaison Alternate Laurie Feldman were present for Roll Call. Tom Smith, TJ Slattery, and Mike Ryan were absent.

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

3. **Contract for the purchase and installation of playground equipment and surfacing for Webster Park with Playpower LT Farmington C/O All Inclusive Rec in an amount not to exceed \$200,000***

See attached memo. Atkinson explained the process. Lyon made a suggestion about adding more panels at ground level. Council Liaison Alternate Feldman suggested adding a “Music Notes” piece also. Staff said that during their final design meeting with the vendor they would look at these options. Lanning made a motion to approve the contract. Seconded by Walendy. Passed unanimously.

4. **Contract with Michaels Carpet Inc. for the installation of tile flooring in the office building in an amount not to exceed \$13,000.00***

See attached memo. Atkinson explained the bidding process. A contractor was chosen to do this portion of the project due to the size and complexity of the tile laying portion of this project. Walendy made a motion to approve the contract. Seconded by Probst. Passed unanimously.

5. **Purchase of tile material for office building from County Flooring in an amount not to exceed \$11,000***

See attached memo. Atkinson explained the purchase. . Probst made a motion to approve the purchase. Seconded by Mudrovic. Passed unanimously.

6. **Purchase of carpet material for office building from St. Charles Acoustics, LLC in an amount not to exceed \$13,000***

See attached memo. Atkinson explained the purchase. . Lanning made a motion to approve the purchase. Seconded by Roche. Passed unanimously.

7. **Discussion of the Centennial Task Team Creation***

See attached memo. Britton and Atkinson explained that 2014 will be the 100 year anniversary of the Parks & Recreation Department. The Board had mentioned previously about creating a Task Team to plan activities and events to celebrate the occasion. Britton said that Slattery had already volunteered. Lanning volunteered and did Lyon. Walendy said he would assist in any way he could whether he was still on the Park Board or not. Feldman also said she would like to be involved in some way. *

8. **Webster Park Update.**

Staff asked for the Boards thoughts on the possibility of naming the soon to be opened community building in Webster Park after an individual. Similar to the Gould building and the Steinhoff Pavilion. The Board requested that staff prepare a list of names that could be used. There were varying thoughts on naming the building after one season or naming it after a group of people etc. Staff would present the list for further discussion at an upcoming meeting.

9. **Discussion of Utilizing GovDeals.com for Surplus Equipment.**

See attached memo. Atkinson explained the program. Board was fine with doing a few test sales.

10. **Purchase of outdoor patio furniture for Webster Park from Upbeat Site Furnishings in an amount not to exceed \$8,100.00***

See attached memo. Britton & Atkinson showed the Board the style of tables that would be ordered for the outside space at Webster. Lanning made a motion to approve the purchase. Seconded by Roche. Passed unanimously.

11. **Purchase of “Mud-Trak” lawn mats for use at the Cemetery from SVE Portable Roadway Systems in an amount not to exceed \$7,200.00***

See attached memo. Atkinson explained that this purchase would replace plywood that is currently used at the Cemetery. Probst made a motion to approve the purchase. Seconded by Mudrovic. Passed unanimously.

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

Lanning reported that Kiwanis Park and Fountain Lakes looked good. Asked when the Water Department may be cleaning up their area. Staff said there is still no definitive timeline yet.

Roche – Wapelhorst and Schaefer looked good.

Mudrovic –Had not visited.

Walendy – Frontier and parks on Main Street looked good.

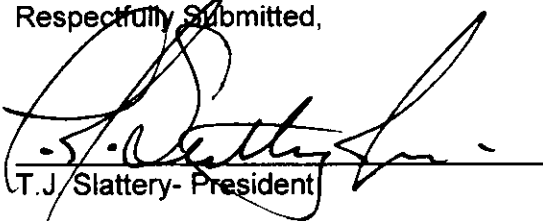
Probst – Booneslick and Circle Drive busy.


Lyon – Dog Park and parks along KATY looked good.

As there was not any other business to discuss Probst moved for **Adjournment** at 7:04pm. Seconded by Roche. Passed unanimously.

Park Board Work Session Meeting: April 3rd, 2013

Respectfully Submitted,


T.J. Slattery - President


Valerie Lanning - Secretary