

**SAINT CHARLES PARK & RECREATION BOARD MINUTES**  
**PARK BOARD MEETING HELD**  
**August 22nd, 2012**

The meeting was Called to Order by President Slattery at 6:06pm in the Meeting Room in Memorial Hall. Roll Call noted the following present for the meeting:

**Park Board** - John Walendy, T J Slattery, Tom Probst, Valerie Lanning, Linda Roche, Laura Lyon, Kathy Mudrovic, Tom Smith and Council Liaison Alternate Beckering were present.

**Others** - Maralee Britton - Director  
Chris Atkinson - Assistant Director  
Paul Jokerst - Ranger Sergeant

Verbal Petitions/Public Comments and Response: None

Staff Reports/Presentations: None

Items for Discussion and/or Action:

Change Order #2 with Landesign LLC adding \$12,870.00 for additional work added to the scope by the Parks & Recreation Department. The contract amount after the Change Order #1 was \$251,762.00. New Contract Amount will be \$264,632.00\* See attached memo. Atkinson explained that change order was necessary to include an upgrade pump that will last longer than the one included in the original bid. Probst moved to approve the change order. Seconded by Lanning. Passed unanimously.

Resolution #3 2012, Surplus Equipment\* See attached memo. Equipment on list was not needed by any divisions with the Parks & Recreation Department. Lyon moved to approve the resolution. Seconded by Mudrovic. Passed unanimously.

Purchase with World Wide Technology for computer servers in an amount not to exceed \$23,555.06\* See attached memo. Jokerst explained the need for the replacement servers. This replacement was budgeted for in the 2012 CIP. Walendy moved to approve the purchase. Seconded by Lanning. Passed unanimously.

**Contract with Vermont Systems Inc. to provide training for the scheduled Rec Trac and Fin Trac upgrades that will take place in November in an amount not to exceed \$6,700.00\*** See attached memo. Jokerst explained the contract. A site visit is required to train all staff on how to use the new upgrades that will be installed in November. Probst moved to approve the contract. Seconded by Ryan. Passed unanimously.

**Transfers over \$5,000\*** See attached memo. Britton explained the need for the transfer. Due to new Ranger employees being hired as "Temporary" rather than "Part Time" employees. Lyon moved to approve the Transfers. Seconded by Mudrovic. Passed unanimously.

**Meeting Minutes:**

- A. **Parks & Recreation Board Work Session Meeting Minutes, August 1st, 2012.**  
Walendy moved to approve the minutes. Seconded by Lanning. Passed unanimously.

**Consent Agenda (Items to be received):**

The Consent Agenda topic was then addressed, which included the following:

- A: Calendar.
- B: Purchase of Picnic Tables for Discovery Playground.
- C: Request for Council Action Establishing the Rate and Levying Property Taxes for 2012.

Lanning requested that items A and C be removed for discussion. Seconded by Roche. Passed unanimously.

**Items Removed from the Consent Agenda:**

A: Britton mentioned that Part in the Park was scheduled for Friday September 14<sup>th</sup> in Wapelhorst Park. Also mentioned that the first "Food Trucks in Frontier Park" event was scheduled for Thursday October 4<sup>th</sup>.

C: Lanning asked for a summary of what the tax levy means to the Parks & Recreation Department. Britton explained that the tax rate would remain the same as it did in 2011. (No Tax Increase.)

Lyon moved to approve the consent agenda. Seconded by Probst. Passed unanimously.

**Presidents Announcements and Reminders:** None

**Directors Report:**

A: Thank You's

Britton highlighted a letter from a park user to pool staff thanking them for making their son's birthday party great.

B: General Department Update

**Board Member Announcements and Reminders:**

Slattery asked if there is anything that could be done about the Boat Ramp silting in. Britton said it was the Department of Conservations' responsibility but we have been helping them out if possible.

Walendy asked about the tree in front of the statue at Jaycee and asked if it could be moved. Staff said they would look into it.

Lyon asked if staff were aware that the umbrella on the statue in Rau Garden was broken off. Staff said they were not and would look into it.

**Council Liaison Announcements and Reminders:**

Liaison Beckering praised the Board on the water recycling that was taking place at the aquatic centers. He also felt that Parks should not have watered any grass during the "water conservation" period. He said he had received several complaints from residents that parks were watering when they as residents had been advised to not water. Felt it was inappropriate and made the Mayor and Council look bad that a City Department was not paying attention to their own "order". Board members responded that we had reduced watering by 50% over our typical usage.

**Park Board Liaisons Comments:**

**Foundation Report:** None.

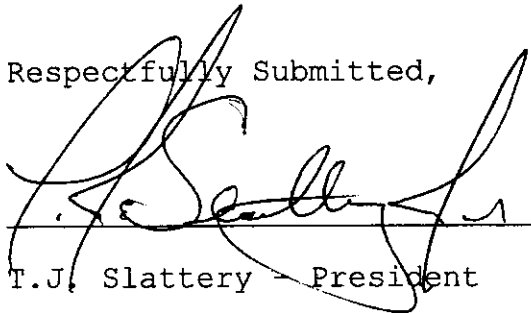
**Cemetery Report:** None.

**Legislative Report:** None.

As there was not any other business to discuss Lanning moved for **Adjournment** at 7.06 pm. Motion was seconded by Probst. Passed unanimously.

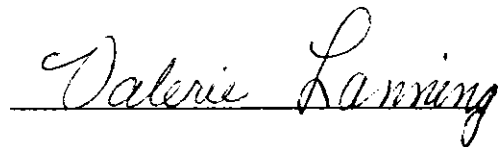
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Respectfully Submitted,



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T.J. Slattery - President



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Valerie Lanning-Secretary