

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
WORK SESSION MEETING HELD
February 1st, 2012**

The meeting was **Called to Order** by President Slattery at 6:00 pm in the American Legion Meeting Room at Memorial Hall. **Roll Call** noted the following present for the meeting:

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

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

Slattery requested that the Board allow item 5 (POS Purchase Contract) and Item 8 (110 Acre Master Plan Presentation) to move to the beginning of the agenda.

3. **3. 2011 Ranger Report (Hold until February 15th, 2012)**

4. Contract with Custom Design Fence for replacing various backstops and fences at ball diamonds in an amount not to exceed \$120,900.00*

See attached memo. Atkinson explained the bidding process and the 'County Bidder Preference' that became a factor with this project. Probst made a motion approving the contract. Seconded by Mudrovic. Motion passed.

5. Purchase contract with Cardinal Business Equipment Co. Inc. for the purchase of 18 replacement POS Systems and other equipment for the department concession stands in an amount not to exceed \$48,298.00*

See attached memo. Atkinson explained the bidding process. Jokerst explained the demonstrations and the customer service of both bidders. Probst made a motion approving the contract. Seconded by Lanning. Motion passed.

6. Discussion and Consideration of Funding Re-Appropriations and budget Amendment to the 2012 Budget*

See attached memo. Britton explained to the Board the 2011 reappropriations and the 2012 budget amendment. Explained that the Finance Committee had met to discuss these issues on January 30th, 2012. Britton explained that due to a new Finance Director several things have changed from years past. It will take several months to possibly have final 2011 financial reports and final numbers. Budget Amendment adds two new lines in the budget. One for the \$75,000 grant the department received for the playground and one for the slide tower repair project tin Blanchette Park. Probst made a motion approving 2011 re-appropriations and 2012 budget amendment. Seconded by Smith. Motion passed.

7. Transfers over \$5000*

See attached memo. Britton explained that the transfer was needed to allow work at Webster Park to continue. The project cannot wait until reappropriations to go through. Smith made a motion to approve the Transfer. Seconded by Mudrovic. Motion passed.

8. Presentation of the 110 Acre Recreation Site by Jacobs, Inc.

John McCarthy from Jacobs, Inc. came and did the final presentation of the 100 Acre Master Plan to the Board. John highlighted the different areas of the property and what amenities the plan showed in each area. John mentioned that the next step in the process is to request permits from the Corps of Engineers and from FEMA to develop the property. Council Liaison Feldman asked how "sustainable" this plan and the park is. The consultant and staff said that those specifics will get worked out further when further design and construction documents are created for each section of the property.

9. Adopt-A-Park – Board Member Observations Pertinent to Facilities, Progress and Services within the Park System:

Walendy indicated that Berthold, Kister and Frontier looked good.

Lanning reported that Fountain Lakes was busy and looked good; some work may need done at washout areas on trails.

Probst- Cemetery looked good.

Lyon reported that the Dog Park and DuSable looked good. Did comment that the Dog Park was muddy and busy.

Roche - Wapelhorst and Schaefer look good.

Smith - No visits.

Mudrovic – McNair, Jaycee and Westwinds looked good.

Slattery – Vogt brothers looked good

At 7:19 pm President Slattery made a motion to go into closed session in relation to (B) Leasing, purchase or sale of real estate where public knowledge of the transaction might adversely affect the legal consideration thereof. (RSMo 610.021.2). Seconded by Walendy

Roll Call - . Valerie Lanning - Yes, TJ Slattery - Yes, Kathy Mudrovic - Yes, Tom Smith - Yes, Laura Lyon - Yes, Tom Probst - Yes, Linda Roche - Yes, John Walendy - Yes

Entered into Closed Session.

At 7.59 pm Slattery made a motion to return to the regular meeting and end the Closed Session.
Seconded by Lanning.

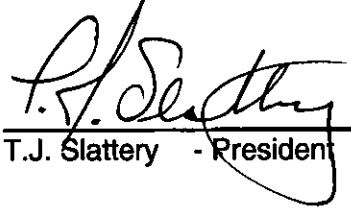
Roll Call - . Valerie Lanning - Yes, TJ Slattery - Yes, Kathy Mudrovic - Yes, Tom Smith - Yes,
Laura Lyon - Yes, Tom Probst - Yes, Linda Roche - Yes, John Walendy - Yes

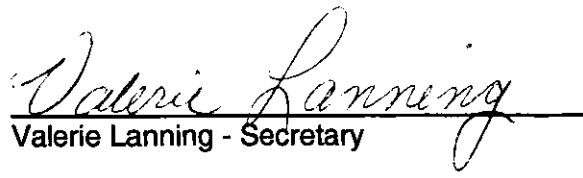
Returned to regular meeting.

As there was not any other business to discuss Smith moved for **Adjournment** at 8:00pm.
Seconded by Probst. Passed unanimously.

Park Board Work Session Meeting: February 1st, 2012

Respectfully Submitted,

 03/2/12
T.J. Slattery - President


Valerie Lanning - Secretary