

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
June 18th, 2014**

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

Park Board - Betty Barro, Valerie Lanning, Linda Roche, Tom Smith, Sandy Bichel, TJ Slattery, Bradley Nowak, Kathy Mudrovic and Council Liaison Herrmann were present.

Others - Maralee Britton – Director
Chris Atkinson – Assistant Director
Nick Donze – Maintenance Superintendent
Monica McCarthy – Administrative Coordinator
Matthew Seeds – IT Director.
John Hanneke – City Council Member.
Paul Reitz – Reitz & Jens, Inc.

Community Members – Ed Wagner, Frank Friedlein, Judd Berger, Jim Young, Jackie Friedlein, Donna Crawly, Kaitlyn Schikore, Chris Schikore, Joe Maher, Kevin McLollock, Mark Schikore, Kate Friedlein

Verbal Petitions/Public Comments and Response:

A. Request by Mr. Frank Friedlein, Jr for the removal of a Cottonwood tree in Wapelhorst Park.

Mr. Friedlein did a presentation to the Park Board on why the cottonwood tree located on park property next to their property line should be removed. During the PowerPoint presentation photographs showed the amount of cotton that was going into their pool/pool filter and also into their homes air conditioning unit. It was Mr. Friedlein's contention that the cottonwood was causing damage to his pool, air conditioning unit and overall property value. Photographs of neighboring properties were also shown. Several other members of the audience also spoke in favor of the removal of the cottonwood tree. Ms. Donna Crawly spoke in favor of leaving the tree alone. She listed the benefits that trees provide.

Member of the Board sympathized with the Friedlein's but stressed that they do not remove healthy trees.

After a lengthy discussion Park Board Member Smith made the following motion.

The homeowners/neighbors need to raise the funds required to remove the cottonwood tree and its stump and haul away all of the debris. They then had to replace the tree with not to exceed four (4) new 2" caliper trees. Staff would then choose the tree species and location for the new trees. The homeowner would have 45 days from the date of the meeting to respond whether they would like to proceed in this manner.

Motion was seconded by Roche.

Roll Call Vote.

Barro – No
Bichel – Yes
Lanning – No
Mudrovic – Yes
Nowak – Yes
Ryan – No
Roche – Yes
Slattery – No
Smith – Yes

Motion passes 5 to 4.

Staff Reports/Presentations:

Items for Discussion and/or Action:

A. Election of Officers*

Secretary Lanning presented a slate of candidates and asked if there were any other members interested in serving on the Executive Committee. No one else expressed any interest. The slate presented was:

Slattery – President
Lanning – Vice President
Bichel – Secretary
Smith Treasurer

Mudrovic made a motion to accept the slate as presented. Roche seconded the motion. Motion passed unanimously.

B. Appointment of Liaisons, Committees, Adopt a Park and City Council Buddies.

Lanning remains liaison to Cemetery Board, Mudrovic remains liaison to Foundation. Nowak volunteered to be on the Finance Committee.

The following was decided through a drawing for Adopt a Park:

Mudrovic – Berthold, Kister & Frontier
Barro – Blanchette, 110 acre
Lanning – Boones Lick, Circle Drive, Oak Grove Cemetery.
Ryan – Boschert Greenway, Fox Hill, Soccer Complex.
Bichel – Fountain Lakes, Kiwanis,
Smith: Frenchtown, DuSable, Blanchette Landing, Eco Park.
Roche: McNair, Westwinds, Jaycee.
Nowak: Schaefer, Wapelhorst.
Slattery: Webster, Heatherbrook, Vogt Brothers Woodlands.

The following was decided through a drawing for Council Buddies:

Mudrovic – Bridget Ohmes
Barro – Mary West
Lanning – Mary Ann Ohms
Ryan – Jerry Reese
Bichel – Tom Besselman
Smith: Laurie Feldman
Roche: Ron Stivison
Nowak: John Hanneke
Slattery: Mayor Faith, Council President David Beckering, Director of Administration
Michaela Spurgeon, Park Board Liaison Rod Hermann.

C. Contract with Kuesel Excavating for milling the milling of 2.25 miles of asphalt trails at Fountain Lakes Park in an amount not to exceed \$27,060.00 *

Atkinson presented the Contract for the trail milling project. This project is required due to the severe cracking that is taking place in the asphalt surface caused by a bad sub grade of the entire trail system in Fountain Lakes. Lanning made a motion to approve the contract. Seconded by Mudrovic. Passed Unanimously.

D. Purchase of led/glow products for resale at the Illumination event from Premier Glow in an amount not to exceed \$9,406.38*

Atkinson presented the purchase of glow products that would be resold before and during Illumination. Ryan made a motion to approve the purchase. Seconded by Roche. Passed Unanimously.

E. Contract with R & R Contracting Services for providing portable restrooms and servicing during Illumination event in an amount not to exceed \$5,520.00*

Atkinson presented the Contract for the rental of portable restrooms during the Illumination event September 2014. Mudrovic made a motion to approve the contract. Seconded by Barro. Passed Unanimously.

F. Inclusion Coordinator Contract with the Recreation Council of Greater St. Louis in an amount not to exceed \$7,682.03*

Britton presented the Contract for Inclusion Coordinator for the Department. This person's salary is split between several cities in St. Charles County. Bichel made a motion to approve the contract. Seconded by Roche. Passed Unanimously.

G. Purchase of three portable radios for the Ranger Division from Motorola Solutions in an amount not to exceed \$8,800.17*

Atkinson presented the purchase of three new portable radios for the Ranger Department. The Rangers during Special Events currently borrow radios from the Police Department. Barro made a motion to approve the purchase. Seconded by Mudrovic. Passed Unanimously.

H. Contract with the Culinary Institute of America to provide dinner and wine

for the Recreation Trip on September 9th, 2014 in an amount not to exceed \$7,344.00*

Atkinson presented the Contract for the Culinary Institute of America to provide dinner and wine service during the San Francisco trip on September 12th, 2104. Bichel made a motion to approve the contract. Seconded by Nowak. Passed Unanimously.

I. **Contract with Reitz & Jens, Inc. to investigate and prepare construction documents for the Fountain Lakes North Park bank erosion repair project in an amount not to exceed \$76,000.00***

Atkinson presented the Contract for the investigation and engineering required to resolve the trail erosion issue on the trails at Fountain Lakes Park. Park Superintendent Nick Donze and Paul Reitz from Reitz & Jens explained to the Board the complicated process required to make sure that a suitable fix if found to stop further trail erosion. Barro made a motion to approve the contract. Seconded by Smith. Passed Unanimously.

Meeting Minutes:

- A. Parks and Recreation Board Regular Meeting Minutes May 21st, 2014***
- B. Executive Committee Meeting Minutes May 30th, 2014***
- C. Park Board Work Session Minutes June 4th, 2014***

Mudrovic moved to approve the slate of meeting minutes as presented. Seconded by Lanning. Passed unanimously

Consent Agenda (Items to be received):

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

- A. Calendar – July 2nd Work Session
- B. Financial Statement

Motion was made by Bichel to approve the Consent Agenda. Seconded by Mudrovic. Passed unanimously.

Items Removed from the Consent Agenda: None

Presidents Announcements and Reminders:

Slattery reminded the Board that there is an Executive Committee meeting scheduled for 9:00am on Monday July 7th.

Directors Report:

Britton highlighted thank you note from Myseum. They were very impressed by how our trip was run and by the camp counselors. Asked if we had a manual we could share with them to see how we handle trips.

Requested that a Finance Committee meeting be held sometime the week of July 7-11th to go over the 2015 budget.

Updated the Board on the progress of the Aquatic Comprehensive Plan. Pool facility audits have been completed and public meeting dates are being set.

Showed the Board the tentative art work that has been prepared for Illumination.

Board Member Announcements and Reminders: None

Council Liaison Announcements and Reminders:

Hermann commended the Board for how they handled the tree issue earlier in the meeting.

Asked the Board about the rail road ties at the Boys & Girls Club. Not sure who should remove/replace the old rail road tie wall. Staff said they would confirm in the contract who was responsible for the wall.

Also said that the city ball fields look great.

Park Board Liaisons Comments:

Foundation Report: Staff pointed out that the Foundation now has a presence of Facebook and Twitter. Also have a webpage for the 5K Illuminun.

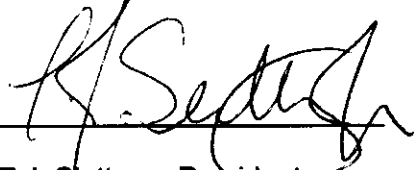
Cemetery Report: None

Legislative Report: None

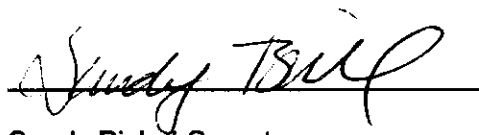
As there was not any other business to discuss Bichel moved for **Adjournment** at 8:03 pm. Motion was seconded by Roche. Passed unanimously.

Meeting: June 18th, 2014

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "T.J. Slattery", written over a horizontal line.

T.J. Slattery - President

A handwritten signature in black ink, appearing to read "Sandy Bichel", written over a horizontal line.

Sandy Bichel-Secretary