

**SAINT CHARLES PARK & RECREATION BOARD MINUTES**  
**PARK BOARD MEETING HELD**  
**June 20th, 2012**

The meeting was **Called to Order** by President Slattery at 6:02pm in the Meeting Room in Memorial Hall. **Roll Call** noted the following present for the meeting:

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

**Others** - Maralee Britton - Director  
Chris Atkinson - Assistant Director  
Mike Ryan - Potential Board Member

**Verbal Petitions/Public Comments and Response:** None

**Staff Reports/Presentations:** None

**Items for Discussion and/or Action:**

**Contract with Pundmann Ford for the insurance repairs to truck #79 in an amount not to exceed \$5,290.21\*** See attached memo. Atkinson explained that the contract was for damages to vehicle #79 during an accident in April 2012. Probst moved to approve the Contract. Seconded by Smith. Passed unanimously.

**Contract with Kirchner Block & Brick for the purchase of hardscape materials for the discovery playground project in an amount not to exceed \$74,103.62\*** See attached memo. Atkinson explained the materials were going to be used throughout the playground. Walendy moved to approve the Contract. Seconded by Probst. Passed unanimously.

**Contract with Inn at Ellis Square for lodging on September 21<sup>st</sup>-September 24<sup>th</sup>, 2013 for the overnight recreational trip in an amount not to exceed \$15,420.00\*** See attached memo. Due to difference between the agenda and the actual contract item will be held until July 18<sup>th</sup> meeting.

**Transfers over \$5000\***

Britton explained the need to transfer \$200,000 from other parks projects to complete the playground. Two of the projects have been completed with funding remaining. The \$154,700 from the Building Expansion is currently a temporary transfer until a final decision is made on the status of the project. Probst said the Finance Committee discussed and supported the transfers. Liaison Beckering asked if the transfer was needed to cover the project going over budget. Britton explained that only \$650,000 was budgeted with the other \$200,000 expected to be generated through fundraising. The transfers will cover the amount not currently brought in by fundraising. Walendy moved to approve the three transfers over \$5000. Seconded by Smith. Passed Unanimously.

**Contract with Landesign LLC. For the concrete and hardscape installation at Discovery Playground in Jaycee Park in an amount not to exceed \$137,912\*** See attached memo. Atkinson explained that the contract was for the installation of all the concrete and hardscape materials for the project. All references have been checked and their timeline to complete is 30 working days. Probst moved to approve the Contract. Seconded by Lyon. Passed unanimously.

**Meeting Minutes:**

**A. Parks & Recreation Board Meeting Minutes, May 17th, 2012.**

Walendy moved to approve the minutes as presented. Seconded by Probst. Passed unanimously.

**B. Parks & Recreation Board Work Session Meeting Minutes, June 6<sup>th</sup>, 2012.**

Probst moved to approve the minutes as presented. Seconded by Walendy. Passed unanimously.

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

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

- A: Calendar.
- B: 1<sup>st</sup> Quarter 2012 Inclusion Report

Walendy requested that both items be received. Seconded by Smith. Passed unanimously.

**Items Removed from the Consent Agenda:**

**Presidents Announcements and Reminders:** None

**Directors Report:**

A: Thank You's - None

B: 110 Acre Recreational Park Update

Atkinson informed the Board that proposals have been received to do the permitting for the 110 acre park. Numerous government permits are required due to the Parks location in the floodway/fringe of the Missouri River. Permitting can take 3-6 months or even longer. Staffs goal is to bring a contract before the Board at the July 18<sup>th</sup> meeting.

C: General Department Update

Updated Board that permits were received to allow work to be completed in Webster/Heatherbrook Park. Webster Task Team will meet in the next 30 days to prioritize what segments of the plan we want to complete next.

**Board Member Announcements and Reminders:** None

**Council Liaison Announcements and Reminders:** None

**Park Board Liaisons Comments:** Liaison Beckering asked a couple of questions since he is new to the Board. Asked why our meetings are not listed on the main City webpage calendar. Britton said it was an oversight on our part and that staff are working with staff at City hall to make sure the meetings are posted on the City calendar in the future. Also asked why the Board meets at Memorial Hall and not in the Council Chambers at City Hall. Board members thought that was due to the unavailability of the chambers on the nights that the Board meets. Probst asked that the Board maybe discuss these issues in an upcoming work session.

**Foundation Report:** None.

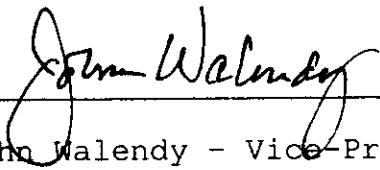
**Cemetery Report:** Lanning mentioned that staff is in the process of creating a website for the cemetery.

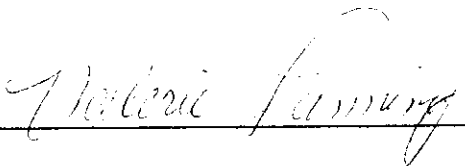
**Legislative Report:** None.

As there was not any other business to discuss Walendy moved for **Adjournment** at 6.45 pm. Motion was seconded by Smith. Passed unanimously.

Meeting: June 20th, 2012

Respectfully Submitted,

  
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John Walendy - Vice-President

  
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Valerie Lanning-Secretary