

SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
May 16, 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 were present. Laura Lyon, Kathy Mudrovic and Tom Smith, Council Liaisons Feldman and Ohmes were absent.

Others - Maralee Britton - Director
Chris Atkinson - Assistant Director
Mary West - Ward 4 Council Member

Verbal Petitions/Public Comments and Response: None

Staff Reports/Presentations: None

Items for Discussion and/or Action:

Change Order #1 with Fabick CAT Rental. Adding \$4,200 to original contract amount of \$7,000 for heavy equipment rental at Jaycee Park for a new contract amount of \$11,200* See attached memo. Atkinson explained the need for the Change Order. Lanning moved to approve the Change Order. Seconded by Roche. Passed unanimously.

Change Order #1 with LaFarge North America. Adding \$11,000 to original contract amount of \$11,000 for additional rock needed at Jaycee Park Playground for a new contract amount of \$22,000* See attached memo. Atkinson explained the need for the Change Order. Lanning moved to approve the Change Order. Seconded by Probst. Passed unanimously.

Contract with ATT Mobility for providing cell phone, texting and data services for the Parks & Recreation Department for three years in an amount not to exceed \$48,000 (\$16,000 per year)* See attached memo. Atkinson explained that this was bid utilizing the statewide purchasing contract. Probst moved to approve the contract. Seconded by Lanning. Passed unanimously.

Pay Phone Discussion* See attached memo. Atkinson and Britton explained the call volume over the last two years and the reasons why staff felt removing the phones was appropriate. President Slattery mentioned that Board Member Tom Smith had contacted him and expressed his desire to not remove the two remaining phones from the parks. Probst moved to approve the request to remove the two remaining pay phones. Seconded by Lanning. Passed unanimously.

Meeting Minutes:

A. Parks & Recreation Board Meeting Minutes, April 18th, 2012.

Probst requested some correction be made to the minutes. Probst then moved to approve the minutes as amended. Seconded by Walendy. Passed unanimously.

B. Parks & Recreation Board Work Session Meeting Minutes, May 2nd, 2012.

Probst moved to approve the minutes as presented. 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: 2012 Staff Training Calendar

Probst requested that both items A and B removed for discussion. Seconded by Roche. Passed unanimously.

Items Removed from the Consent Agenda:

A: Probst pointed out that we had a Board meeting scheduled on July 4th. Asked if we could either move it or cancel it. Following a discussion it was decided to cancel the meeting.

B: Probst asked staff about the training with Dr. Gina Cooper. Britton explained the meetings and her thoughts that the supervisory staff has gotten a lot out of the meeting so far. Probst was impressed by the amount and types of training staff have completed.

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

Presidents Announcements and Reminders: None

Directors Report:

A: Thank You's

Britton highlighted the emails from the public addressed to the Parks Department.

B: Oktoberfest Committee Donation to Frontier Park.

Britton mentioned that the First Capitol Lions Club has agreed to do a GIS survey of Frontier Park. They will hire a contractor to GIS locate all amenities and utilities within the park. The estimated cost of this service is \$3,000. Once completed will be given to staff to utilize for other festivals.

C: Aquatics Project Update

Atkinson updated the Board on the numerous pool projects on going. The slide tower in Blanchette is 90% complete. The 24" pipe in Wapelhorst was replaced on May 16th. The pumps have been placed in Blanchette and Wapelhorst and will be delivered to McNair later this week. Everything will be ready for opening on May 26th.

Finally Britton mentioned the upcoming NRPA Conference in Anaheim, CA. Britton said she would look to see if the Board created a formal policy on the number of Board members who could attend. Also will pull together budget numbers for the Work Session on June 6th.

Board Member Announcements and Reminders:

Probst asked when the next Finance Committee would be. Britton said staff is working on CIP projections and we should be able to meet in the 4-6 weeks.

Council Liaison Announcements and Reminders: None

Park Board Liaisons Comments:

Foundation Report: None.

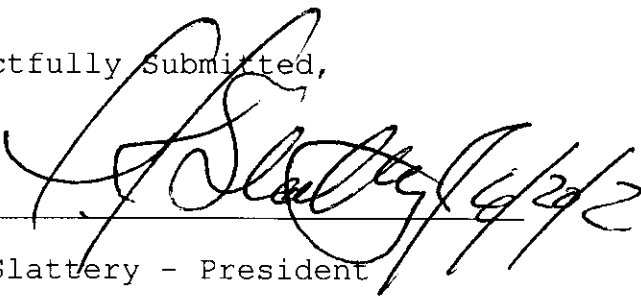
Cemetery Report: Lanning mentioned that staff is in the process of creating a website for the cemetery.

Legislative Report: None.

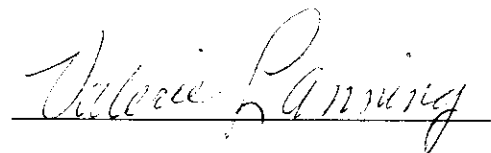
As there was not any other business to discuss Probst moved for **Adjournment** at 7.28 pm. Motion was seconded by Roche. Passed unanimously.

Meeting: May 16th, 2012

Respectfully Submitted,



T.J. Slattery - President



Valerie Lanning-Secretary