

**SAINT CHARLES PARK & RECREATION BOARD MINUTES**  
**PARK BOARD MEETING HELD**  
**May 18th, 2011**

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

**Park Board** - John Walendy, TJ Slattery, Kathy Mudrovic, Tom Probst, Laura Lyon, Tom Smith, Valerie Lanning present for Roll Call. Council Liaisons and Don Morgan were absent.

**Others** - Chris Atkinson - Assistant Director.  
 Rosie Rosenthal - Enterprise Superintendent  
 Jim Phillips - Maintenance Superintendent  
 Monica McCarthy- Office Administrator  
 Matthew Seeds - Community Relations Liaison

**Verbal Petitions/Public Comments and Response:**

**Aquatic Facility Discounts, Mr. Dean Yarolimek.** See attached memo. Atkinson gave the board members copies of the correspondence from Mr. Yarolimek. Mr. Yarolimek was not in attendance. No board action was taken.

**Staff Reports/Presentations:** None

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

**A) Change Order #2 with Hollander Architects\***

See attached memo. Atkinson explained that the \$1200 Change Order was caused by our department asking for some changes to the plans that would ultimately save over \$77,000 from the construction costs for the project. Slattery made a motion to approve the Change Order. Seconded Smith. Passed unanimously.

**B) Purchase of Ford F-250 from Dave Sinclair Ford in an amount not to exceed \$26,988\***

See attached memo. Phillips explained the purchase. Dave Sinclair was the only bidder who submitted that met our specifications. Probst moved to approve the purchase. Seconded by Slattery. Passed unanimously.

**C) Frontier Park Improvements Update \***

See attached memo. Atkinson explained that due to where the funding for the project was coming from (General Fund/Public Works Department) that THE City Attorney felt that the contract for the construction of the restrooms should go before City Council for their vote. Atkinson explained that the first reading took place at the May 17<sup>th</sup> Council Meeting and the second reading should take place at the June 7<sup>th</sup> Council Meeting. Slattery asked about a construction time line and if the project would be by July 4<sup>th</sup>. Atkinson said that it would not due to the 120 day construction timeline included in the contract.

**D) Discussion of Board Regular Meeting Schedule**

See attached memo. Atkinson asked if the Board wanted to change their meeting dates to Thursday's at the Park Administration Office due to the Music on Main concert series through September. Slattery made a motion to keep the meetings at the same time and day of the week. Seconded by Probst. Slattery, Probst, Lanning, Lyon, Smith and Walendy had yes votes and Mudrovic had a no vote. Motion to keep the meetings on the same day and time passed.

**Meeting Minutes:**

- A. Parks & Recreation Board Meeting Minutes, April 20th, 2011**  
were reviewed. Slattery moved that the Minutes be approved. Motion seconded by Probst. Passed unanimously.
  
- B. Parks & Recreation Board Work Session Minutes, May 4th, 2011**  
were reviewed. Slattery moved that the Minutes be approved. Motion seconded by Probst. Passed unanimously.

**Consent Agenda:**

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

- A. Calendar Call for Meetings**
- B. March 2011 Financial Worksheet**
- C. Transfers under \$5000**
- D. Kalen Ponche, April 21, 2011 St. Charles Patch Article.**
- E. Kalen Ponche, May 4<sup>th</sup>, 2011 St. Charles Patch Article.**
- F. Kalen Ponche, May 5<sup>th</sup>, 2011 St. Charles Patch Article.**
- G. Kathie Sutin, May 12<sup>th</sup>, 2011 St. Charles Patch Article.**

No items were requested to be removed for further discussion. Smith made a motion to approve the Consent Agenda Items. Motion seconded by Slattery. Passed unanimously.

**Items Removed from the Consent Agenda:** NONE

**President's Announcements and Reminders:** Walendy reminded the Board that election of officers will take place at the Board meeting on the 21<sup>st</sup> of June. A discussion of possible roles took place. Atkinson said that the "Bums Hollow Amphitheater" would be dissolved as there was no further need for the group to meet. He also highlighted that there were some vacancies on Task Teams and Committees. Smith said that he would like to be placed on the "100 acre Task Team". Walendy asked that some changes caused by the recent City Council election be made to the Task Team Sheet.

**Director's Report:**

- A. **Thank You's.** Atkinson mentioned emails from the public expressing their gratitude to for things that have taken place in the Parks & recreation Department.
- B. **General Department Update.** Atkinson updated the board on some important dates coming up. Lewis & Clark Heritage Days will be in Frontier Park May 21-22. Irish fest will be in Frontier Park May 28-29. Weather permitting all three aquatic facilities will open to the public on Saturday May 28<sup>th</sup>. Also highlighted some articles about trails and biking in St. Charles.

**Board Member Announcements and Reminders:**

Probst asked about when the bus tours of our parks and other City parks would occur. Slattery said he would like to see the tour to other parks take place first. Specifically he would like to visit Football fields in St. Peters, Baseball fields in O'Fallon (TR Hughes) and Zachary's Playground in Lake St. Louis. Board felt they would like to do the tour at the next Work Session on June 8<sup>th</sup>. Atkinson said he would check on bus availability and what other issues would likely be on the agenda for the meeting. Board discussed leaving at an earlier time to avoid west bound traffic. Smith volunteered use of his 15 passenger van if the department bus is unavailable. Atkinson said he would talk to Britton to see if the meeting/tour could be coordinated.

Lanning asked about progress with the Accessible Playground. Atkinson said they had received six submissions from vendors and the he; Britton and Natalie Blakemore form Unlimited Play are viewing the proposal and may hopefully have a selection and contract coming to the full board soon.

**Council Liaison Announcements and Reminders:** None

**Park Board Liaisons' Comments:**

**Foundation Report:** None

**Cemetery Report:** Lanning said the Mayor had made two appointments and that Nancy Paul was still remaining President for two more years.

**Legislative Report:** None.

As there was not any other business to discuss Smith moved for **Adjournment** at 6:34 pm. Motion was seconded by Slattery. Passed unanimously.

Meeting: May 18th, 2011

Respectfully Submitted,

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John Walendy - President

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Valerie Lanning-Secretary