

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
September 17th, 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 - TJ Slattery, Betty Barro, Linda Roche, Tom Smith, Bradley Nowak, Kathy Mudrovic, and Council Liaison Herrmann were present. Linda Roche, TJ Slattery and Mike Ryan, Valerie Lanning and Sandy Bichel were absent.

Others - Maralee Britton – Director
Chris Atkinson – Assistant Director
Nick Donze – Maintenance Superintendent

Community Members –

Verbal Petitions/Public Comments and Response:

- A. Request by Gene Fitzwalter for use of Memorial Hall and waiver of fees for Dr. Clouse, Walking with Ataxia October 16 – November 12.**

President Slattery said that he had been contacted by Mr. Fitzwalter and he had asked to be removed from the agenda.

Staff Reports/Presentations:

Items for Discussion and/or Action:

- A. Transfers over \$5000.00***

Britton presented the transfers that were required. All of the transfers are required to move funding to upcoming projects. Smith made a motion to approve the transfers. Seconded by Nowak. Passed Unanimously.

- B. Contract with Woodruff Roofing & Exteriors to reroof McNair Day Camp Concessions and restrooms and Bales Park Pavilion #3 in an amount not to exceed \$18,438.01***

Atkinson presented the Contract for Woodruff Roofing & Exteriors to reroof McNair Day Camp Concessions and restrooms and Bales Park Pavilion #3. These are the first phase of shelter roof replacements. Mudrovic made a motion to approve the contract. Seconded by Barro. Passed Unanimously.

C. Contract with John Rufkahr Jr Concrete Company to do the concrete flatwork and drainage at the Wapelhorst Ball Diamonds in an amount not to exceed \$172,510.00*

Atkinson presented the Contract for John Rufkahr Jr Concrete Company to complete the Wapelhorst ball diamond concrete flatwork and drainage project. There were three bids submitted. Roche made a motion to approve the contract. Seconded by Nowak. Passed Unanimously.

D. Change Order with John Rufkahr Jr. Concrete Company adding \$15,055 for additional sidewalks within Blanchette Park. New contract amount will be \$28,025.00*

Atkinson presented the Change Order for the Contract. This change order was at staff's request. Additional sidewalk was added to the original estimate to provide better connectivity within Blanchette Park. Nowak made a motion to approve the Change Order. Seconded by Mudrovic. Passed Unanimously.

E. Resolution #6 2014, Vehicle and Equipment Replacement Policy*

Britton presented the resolution. This policy had been presented in the Consent Agenda at a previous meeting. It creates a uniform policy Citywide for the replacement of trucks and equipment. Smith made a motion to approve the resolution. Seconded by Mudrovic. Passed Unanimously.

F. Contract with Howell & Sons Excavating to rent equipment and operator(s) to perform work at Heatherbrook Park Entrance in an amount not to exceed \$45,000*

Atkinson presented the Contract renting heavy equipment and an operator(s) for the Heatherbrook Park entrance project. Roche made a motion to approve the contract. Seconded by Barro. Passed Unanimously.

Meeting Minutes:

A. Parks and Recreation Board Meeting Minutes August 20, 2014*

Slattery pointed out that there was an error in who lead the meeting. Smith moved to approve the meeting minutes as amended. Seconded by Mudrovic. Passed unanimously

B. Parks and Recreation Board Work Session Meeting Minutes September 3, 2014*

Nowak moved to approve the meeting minutes as presented. Seconded by Mudrovic. Passed unanimously

C. Closed Session Meeting Minutes September 3, 2014***

Nowak moved to approve the meeting minutes as presented. Seconded by Smith. Passed unanimously.

Roll Call Vote. Barro – Yes, Bichel – Absent, Lanning – Absent, Mudrovic – Yes, Nowak – Yes, Ryan – Absent, Roche – Absent, Slattery – Yes, Smith – Yes.

Consent Agenda (Items to be received):

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

- A. Calendar
- B. Financial Statement

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

Items Removed from the Consent Agenda: None

Presidents Announcements and Reminders: None

Directors Report:

- A. **Thank You's (As Available)**
Britton highlighted the aquatics thank you letter.
- B. **General Department Update**
Britton informed the Board that past Board member Barb Clark has recently passed away. Also updated the Board that Tim McRae one of Maintenance works had recently taken a position with another City Department. Finally let the Board know that a possible Park was being discussed with the Public Works Department in coordination with a possible water tower the City is hoping to build off of Highway 94.
- C. **October Park Board Meeting – Reschedule October 22, 2014**
Staff asked that due to several staff and Board Members attending NRPA Conference that the October meeting be moved to October 22nd. There was not any objection.

Board Member Announcements and Reminders: None

Council Liaison Announcements and Reminders: None

Park Board Liaisons Comments:

Foundation Report: None

Cemetery Report: None

Legislative Report: None

At 6:29 Mudrovic made a motion to go into Closed Session to discuss Item D. Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment. (RSMo 610.021.17) Seconded by Smith.

Roll Call Vote:

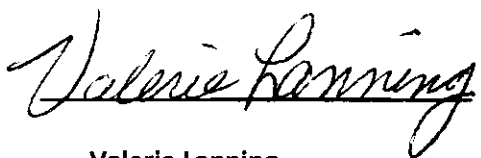
Barro – Yes, Mudrovic – Yes, Roche – Yes, Nowak – Yes, Smith – Yes, Slattery – Yes.

At 6:37 Barro Made A motion to come out of Closed Session. Seconded by Mudrovic. Motion passed unanimously.

As there was not any other business to discuss Mudrovic moved for **Adjournment** at 6:38 pm. Motion was seconded by Smith. Passed unanimously.

Meeting: September 17th, 2014

Respectfully Submitted,

A handwritten signature in black ink that reads "Valerie Lanning". The signature is written in a cursive style with a horizontal line drawn underneath the text.

Valerie Lanning
Vice President

A handwritten signature in black ink that reads "Sandy Bichel". The signature is written in a cursive style with a horizontal line drawn underneath the text.

Sandy Bichel-Secretary