

**SAINT CHARLES PARK & RECREATION BOARD MINUTES  
PARK BOARD MEETING HELD  
September 18th, 2013**

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, Sandy Bichel, , Kathy Mudrovic, Linda Roche, TJ Slattery, Tom Smith, Mike Ryan and Alternate Council Liaison Rod Herrmann were present. Valerie Lanning and Laura Lyon were absent.

**Others -** Maralee Britton – Director  
Chris Atkinson – Assistant Director  
Todd Kassabaum – Chief Ranger  
Monica McCarthy – Administrative Coordinator

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

**Staff Reports/Presentations:** None

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

**A. Discussion and consideration for approval 2014 Budget\***

Britton presented the Board with the 2014 budget. A Finance Committee meeting could not be scheduled but Treasurer Ryan and new Board Members Barro and Bichel met with Britton to go over the budget. Mudrovic made a motion to approve the 2014 budget. Seconded by Bichel. Passed unanimously.

**B. Consideration of rental fees for 2014\***

Britton presented the recommendation from staff of the changes to the rental fees for 2014. Smith said that he preferred the one price for any size shelter than is currently being used rather than shifting to a small, medium, large format staff suggested. Slattery asked if staff could provide more comparison prices from other local municipalities. It was agreed that the item should be tabled and brought back to the Board at a future meeting with the information they requested.

**C. Transfers over \$5000\***

Britton explained that this transfer would replace the \$35,000 that was taken from the Wapelhorst Concession Stand Project to pay for the tornado damage in Webster Park earlier in the year. Smith made a motion to approve the transfer. Seconded by Ryan. Passed Unanimously.

**D. Webster Park Grand Opening Discussion\***

Britton and Atkinson informed the Board that they would like to set the grand opening of Webster Park for October 19<sup>th</sup>, 2013 at 10:00am. Slattery asked that this event be heavily promoted since this park development has taken a long time and is an important milestone in the overall development of the park/s.

**E. 2013 Asphalt Project Discussion\***

Atkinson presented the Board with two different options for the completion of the asphalt project in Blanchette Park. One was an overlay project estimated to cost \$145,000 (This would be an additional unbudgeted cost) and the other was a seal coat of the roadway system and parking lot with an estimate of \$24,000. (The seal coat project is already budgeted in the current contract.) Slattery said that he was unhappy with the bumpy finish of the asphalt replacement that was completed earlier this year. A discussion took place on the best way to finish the project. At the end of the discussion the Board suggested that we move forward with the less expensive, seal coat option.

**F. Purchase of fertilizer from Supreme Turf in an amount not to exceed \$6,225.00\***

Atkinson presented the purchase of fertilizer for the fall cycle of the turf management plan. Smith made a motion to approve the purchase. Seconded by Roche. Passed Unanimously.

**G. Purchase of a food trailer from Moore Oil in an amount not to exceed \$13,000\***

Atkinson presented the purchase of a food trailer from Moore Oil. The Board was excited about this purchase and the opportunities it will provide both at Wapelhorst Park and at any other locations it is moved too. Smith made a motion to approve the purchase. Seconded by Mudrovic. Passed Unanimously.

**Meeting Minutes:**

**A. Parks & Recreation Board Meeting August 21<sup>st</sup>, 2013\***

Smith moved to approve the August 21<sup>st</sup> meeting minutes as presented. Seconded by Mudrovic. Passed unanimously

**B. Parks & Recreation Board Work Session Meeting September 4<sup>th</sup>, 2013\***

Smith moved to approve the September 4<sup>th</sup> Work Session minutes as presented. Seconded by Barro. Passed unanimously.

**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 Roche to approve the Consent Agenda. Seconded by Mudrovic. Passed unanimously.

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

**Presidents Announcements and Reminders:**

Slattery expressed his thanks to the City Council for the Joint Work Session. The Board Members thought that it was a very good meeting and hoped that future meetings would be just as beneficial.

**Directors Report:**

Britton highlighted the Thanks You's received from the public.

**Board Member Announcements and Reminders:**

**Council Liaison Announcements and Reminders:**

Council Liaison Herrmann thanked the Board for their participation in the Joint Work Session. He thanked them all for donating their time to serve on the Park Board.

**Park Board Liaisons Comments:**

**Foundation Report:** Mudrovic mentioned that the Bowling Jamboree is November 16<sup>th</sup>, 2013.

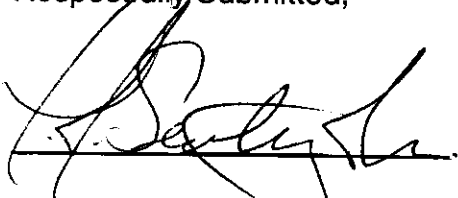
**Cemetery Report:** None

**Legislative Report:** None

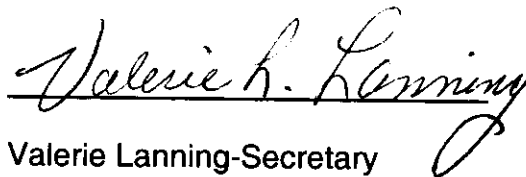
As there was not any other business to discuss Mudrovic moved for **Adjournment** at 7:18 pm. Motion was seconded by Smith. Passed unanimously.

Meeting: September 18th, 2013

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 'Valerie Lanning', written over a horizontal line.

Valerie Lanning-Secretary