

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
PARK BOARD MEETING HELD
March 16th, 2011**

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

- Park Board** - John Walendy, TJ Slattery, Don Morgan, Kathy Mudrovic, Tom Probst, Mary Ann Ohms, present for Roll Call, Council Liaison Laurie Feldman and Alternate Council Liaison Bridget Ohmes, Laura Lyon, Tom Smith, Valerie Lanning, absent.
- Others** - Maralee M. Britton - Director Parks and Recreation, Chris Atkinson - Assistant Director.

Verbal Petitions/Public Comments and Response: None

Staff Reports/Presentations: None

Items for Discussion and/or Action:

A) Change Order #1 with St. Charles Engineering *

See attached memo. Change order of \$543.75 to cover reimbursables not included in original contract. Morgan moved to approve the Change Order. Seconded by Mudrovic. Passed unanimously.

B) Contract with John Rufkarh Jr. Concrete Company *

See attached memo. Atkinson explained the project. Morgan asked if the project was in the C.I.P. It was in the current C.I.P. Probst moved to approve the contract. Seconded by Morgan. Passed unanimously.

C) Request to dedicate city land formerly known as the Princess Jodi, Missouri Mobile Home and Bedford Village Trailer Parks to the Parks & Recreation Board.*

Britton gave the board members a draft or sample memo that would be sent to the City Council requesting that the property be dedicated to the Board. There was discussion about timelines for the request and for the project in general. Britton said that there were going to be a P & D and Finance Committee meetings to discuss this project and recommend funding sources for moving it forward. The board also felt that a dollar amount should be included in the request to show that the Board is committed to this project. Slattery made a motion to have Britton continue to draft the letter

in more detail once the Committee meetings have taken place. That would then be brought back to the Board at the April 6th meeting. If approved it potentially would be on the April 19th City Council Agenda. Seconded by Morgan. Passed unanimously.

Meeting Minutes:

- A. Parks & Recreation Board Special Meeting Minutes, February 9, 2011** were reviewed. Morgan moved that the Minutes be approved. Motion seconded by Slattery. Passed unanimously.
- B. Parks & Recreation Board Work Session Minutes, March 2, 2011** were reviewed. Morgan pointed out a typo in the minutes. Slattery moved that the Minutes be approved as amended. Motion seconded by Mudrovic. Passed unanimously.

Consent Agenda:

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

- A. Calendar Call for Meetings**
- B. Inclusion Partnership Report 4th quarter, 2010**
- C. Transfers under \$5000**
- D. Correspondence to Mr. Chuck Gross, St. Charles County Executive Office.**
- E. March Projects Report.**

Slattery made a request to remove Item E for discussion and Britton requested Item A be removed. Slattery made a motion to approve the Consent Agenda items not removed for further discussion. Motion seconded by Morgan. Passed unanimously.

Items Removed from the Consent Agenda:

- A. Calendar Call for Meetings.** Britton reminded Finance Committee Members she was trying to schedule a meeting. There will also be a Planning & Development Meeting at 6:00pm on Monday March 21st.
- B. March Projects Report.** Slattery asked for an update on some projects. The Office Addition bid has been opened and it is hopeful a recommendation will be made at the next Board meeting. The Frontier Park Restroom Project has gone out to

bid and bids will be opened on March 29th. Webster Entrance Road is still being delayed by the wet weather.

Slattery made a motion to approve the Consent Agenda items removed for further discussion. Motion seconded by Morgan. Passed unanimously.

President's Announcements and Reminders: None

Director's Report:

- A. **Thank You's.** Britton mentioned two more notes from the public expressing their gratitude to Mark for his handling of their arrangements.
- B. **General Department Update.** Britton updated the board on the MPRA Conference staff had just attended. Staff attended numerous classes and Cathy DeDecker was given an award.

Britton also highlighted the COPS Camp that is a joint venture between the Ranger Division, Fire Department and Police Department. The Camp is for kids 9-14 and will allow them to experience aspects of Police, Ranger and Fire Department. The Board were excited by the Camp and hoped it would be able to expand in the future.

Britton informed the board that she would be out of the office on vacation March 24 - April 1st.

Board Member Announcements and Reminders: None

Council Liaison Announcements and Reminders: None

Park Board Liaisons' Comments:

Foundation Report:

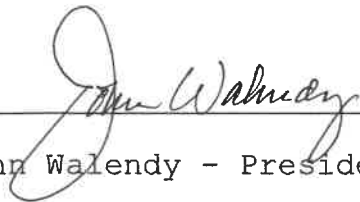
Cemetery Report: None.

Legislative Report: None.


As there was not any other business to discuss Slattery moved for **Adjournment** at 6:53 pm. Motion was seconded by Morgan. Passed unanimously.

Meeting: March 16th, 2011

Respectfully Submitted,



John Walendy - President



Valerie Lanning-Secretary