

**SAINT CHARLES PARK & RECREATION BOARD MINUTES
WORK SESSION MEETING HELD
OCTOBER 07, 2009**

The meeting was Called to Order by President Porterfield at 6:03 pm in the Memorial Hall - American Legion Room. Roll Call noted the following present for the meeting:

Park Board - Valerie Lanning, Kathy Mudrovic, Jan Myers, Lyn Porterfield, and T.J. Slattery present for Roll Call; with Don Morgan, Tom Smith, John Walendy and Council Liaison Feldman absent.

Others - Director Parks and Recreation, Asst. Director Parks & Recreation, Enterprise Superintendents - Cathy DeDecker, Matthew Seeds - Community Liaison, and Carol Lindstrom - Public Works.

Discussion and Consideration of Repairs to Slope Failures in Blanchette Park along the Mel Wetter Parkway:

Carol Lindstrom - the Project Manager with Public Works was introduced. A memo from Carol Lindstrom dated September 23, 2009 (**attached**) which outlined the public works plan to correct this slope failure was noted. Ms. Lindstrom reviewed the information in the memo and provided brief details about the project. When this review was complete Ms. Lindstrom answered various questions about this project. Slattery moved to approve the project. Motion seconded by Mudrovic. Passed unanimously. The Board then thanked Ms. Lindstrom for the project information.

Discussion of request by St. Charles Public Works, Water Treatment Plant:

A Staff memo dated October 01, 2009 (**attached**) was reviewed which outlined the public works request. Britton provided details about Phase #1 Plans for the project. The need for this plan was the result of need for additional security at the facility. Staff then reported that in the future there will be a need for expansion to the water plant a few years down the road. When the review of the information was finished various questions and comments were considered. When complete Mudrovic moved to approve the plans for phase #1 of the project. Motion seconded by Lanning. Passed unanimously. Board comments then addressed the concept for the future need to expand the lime lagoon and water plant facility. When this discussion was complete Mudrovic moved for the Park Board to give tentative consideration to phase #2 and to approve the concept and authorizing further discussion for the future expansion project. Lanning seconded the motion. Passed unanimously.

Discussion and Consideration of a contract with Central States Coca Cola for beverage sales in an amount not to exceed \$270,642.50:

A staff memo dated September 12, 2009 along with the tabulation spread sheet and the proposed contract (**attached**) was reviewed by the Enterprise Superintendent. When the questions had been answered and the discussion was complete Lanning moved for approval of the recommended contract with Central States Coca Cola in an amount not to exceed \$270,642.50. Seconded by Slattery. Passed unanimously.

Discussion and Consideration of a contract with S.J. HOLLANDER Architect, PC for design and construction documents for Frontier Park Restrooms in an amount not to exceed \$8,875.00:

A staff memo dated October 01, 2009 along with the project proposal from Steve Hollander (**attached**) was reviewed. When the questions and discussion had been completed Slattery moved for approval of the recommended contract with S.J. Hollander Architect, PC in an amount not to exceed \$8,875.00. Seconded by Mudrovic. Passed unanimously.

Discussion and Consideration of a contract with St. Charles Engineering and Surveying, Inc. for surveying and civil engineering for the Frontier Park Restrooms in an amount not to exceed \$7,500.00:

A staff memo dated October 01, 2009 concerning the project (**attached**) was reviewed. When the questions and discussion had been completed Slattery moved for approval of the recommended contract with St. Charles Engineering and Surveying, Inc. in an amount not to exceed \$7,500.00. Seconded by Lanning. Passed unanimously.

Frontier Park Pavilion Committee Update:

Staff provided a brief update on what the Frontier Park Pavilion Committee has been doing. Staff reported that they had a meeting recently which broke up into three groups since there are 22 members. The purpose was for each group to provide a concept of what each group thought should happen with this concept. It was reported that group #1 thought there should be one pavilion located in the middle of the park. Group #2 suggested that there be a pavilion at the north end and also one located at the south end of the park. Group #3 wanted only one pavilion located on the south end of Frontier. Staff reported that this entire committee did a simple show of hands vote on a preferred location. This resulted in a tie for a pavilion to be located on both the north and also on the south end of the park. The vote for a pavilion in the middle of the park received about 2 votes. Britton then reported that she had been asked to provide various concepts and pricing of possible pavilion structures for the next meeting.

Discussion of Accessible Playground Project:

A Staff memo dated October 01, 2009 (**attached**) was briefly reviewed. Staff reported that the various potential locations had been discussed by the P & D Committee. This resulted in the committee suggesting that Jaycee Park would be the recommended site for this facility. Various questions and comments were then addressed. When complete Myers moved that the Board authorize Jaycee Park for the proposed Accessible Playground and that the partnership with Unlimited Play be pursued at that location. Seconded by Mudrovic. Passed unanimously.

Discussion of Holiday Lights:

A Staff memo dated October 01, 2009 and a Holiday Light Bid Tabulation (**attached**) was reviewed. It was reported that the funding for this lighting bid was short \$6,800.00 and the Board is being asked to contribute to this project. The discussion concerning this project was extensive. When completed, Board Member comments indicated that this project was not available in the park budget resulting in Lanning moving that the \$6,800.00 for this project be approved. Motion seconded by Mudrovic. Motion failed.

Adopt-A-Park - Board Member Observations Pertinent to Facilities, Progress and Services within the Park System:

Slattery was first reporteng that Soccer Complex looked good.

Lanning then reported that Frontier, Berthold & Kister and Fountain Lakes all looked good

Mudrovic then stated that Blanchette and French Town both looked good.

Myers indicated that McNair and West Winds looked fine.

Porterfield indicated that both Boone's Lick, and Circle Drive all looked good.

Closed Session: None.

Adjournment:

Slattery moved that the meeting **Adjourn** at 7:22 pm. Seconded by Mudrovic. Passed unanimously.

Park Board Work Session Meeting: October 07, 2009

Respectfully Submitted,


Lyn Porterfield / President

Jan Myers - Secretary