

**SAINT CHARLES PARK & RECREATION BOARD MINUTES  
PARK BOARD MEETING HELD  
SEPTEMBER 02, 2009**

The meeting was Called to Order by President Porterfield at 6:00pm in the American Legion Room - Memorial Hall. Roll Call noted the following present for the meeting:

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

Others - Maralee M. Britton - Director Parks and Recreation, Larry W. Henderson - Asst. Director Parks & Recreation, and Matthew Seeds as a Visitor.

Verbal Petitions/Public Comments and Response: None.

Staff Reports/Presentations: None.

Items for Discussion and/or Action:

**Amendment #1 with New Cingular Wireless PCS, LLC\*. This Amendment is to the Licence Agreement dated July 11, 2000, concerning the Wapelhorst Cellular Tower.** A Staff memo dated August 28, 2008 and a copy of Amendment #1 along with the original Licence Agreement from 2000 was reviewed resulting in Staff recommending Park Board approval of Amendment #1 (**attached**). Subsequent to various Board Member questions being addressed Lanning moved to approve the recommended Amendment. Motion seconded by Myers. Passed unanimously.

**Transfers over \$5,000.00.** A Staff memo dated July 27, 2009 (**attached**) was reviewed which outlined the recommended Budget Transfers. Smith moved for approval of the recommended Transfers. Motion seconded by Mudrovic. Passed unanimously.

**Resolution No. 2, 2009. A Resolution Supporting Suspension of the Prohibition Against the Discharge of Fireworks in Frontier Park on Thursday, September 10, 2009 for the "Light the Night" a Tribute to Fallen Police Officer Grant Jansen (attached)** was reviewed. Smith moved to approve the recommended resolution. Motion seconded by Walendy. Passed unanimously.

**Purchase from All Inclusive Recreation LLC.** A Staff memo dated September 1, 2009 along with a spread sheet which outlined the various bids that were received. This information recommended the low bid from All Inclusive Recreation for needed the picnic tables and benches that will be used at Vogt Brothers Park. When

the review was complete Smith moved for approval of the recommended bid from All Inclusive Recreation. Motion seconded by Lanning. Passed unanimously.

### **Meeting Minutes:**

**Regular Parks and Recreation Board Meeting Minutes from the August 05, 2009 Meeting along with the Special Work Session Minutes from the August 12, 2009 and the August 26, 2009 Meetings** was reviewed. Porterfield stated that he wanted to talk about the Regular August 5, 2009 Meeting Minutes. Porterfield then asked if anyone wanted to pull any of the other meeting minutes for discussion. As neither of the **Special Work Session Meeting Minutes from August 12, 2009 or the August 26, 2009** were removed, Walendy moved that they be approved as submitted. The Motion was seconded by Lanning. Passed unanimously.

The **Regular Parks and Recreation Board Meeting Minutes from the August 05, 2009 Meeting** were then addressed. Porterfield questioned the wording at the bottom of page 1, in the last sentence which reads, Staff noted that the Blanchette and McNair facilities opened in 1992 and the Wapelhorst facility opened in 1996 so they are reaching the mid point of their life cycle. Porterfield stated that he thought the wording should read "they are beyond their mid point of their life cycle". Staff was asked to listen to the tape and if necessary correct the wording. With this noted Walendy moved to approve the August 5, 2009 Minutes and correct then as necessary. The motion was seconded by Smith. Passed unanimously.

### **Consent Agenda:**

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

#### **7.A. Calendar Call for Meetings**

#### **7.B. Finance**

- 1) ~~June Budget Worksheet~~
- 2) Transfers Under \$5,000

#### **7.C. Communications**

- 1) Projects Report.
- 2) Letter to City Council and Mayor regarding Property Taxes Levied for parks, August 13, 2009, July 01, 2009.
- 3) Memorandum rescinding prohibition of dogs and other domesticated animals at the St. Charles Soccer Complex during games, August 31, 2009.

The Parks & Recreation Director requested that item 7.A. Calendar Call for Meetings be removed. Smith asked that item 7.B.2. Transfers Under \$5.000 be removed. With that complete,

Mudrovic moved to receive the rest of the Consent Agenda Items. Motion seconded by Walendy. Passed unanimously.

#### **Items Removed from the Consent Agenda**

Regarding Item 7.A. **Calendar**, Britton reported that on October 10, 2009 the Patt Holt Singers will be performing in Bums Hollow as part of the 200 Anniversary Event to be held that day. Staff reported that this concert will be part of the "Family Day" Event which starts with a parade from Bishops Landing to Blanchette Park.

The event will then continue with various old time family games and activities including the concert and a 1850's Vintage Baseball Game. Staff then reported that the finals of the "Saint Charles Stars" Event will be held at Wapelhorst Park on Sunday October 11, 2009. It was also reported that on the evening of October 9, 2009 an "Western Night" Event is scheduled to be held at Frontier Park.

Smith reported that he has spoken with a member of a band that indicated they would like to donate their time and perform a free concert in Bums Hollow. Staff stated that it would be difficult to schedule something else this year but this could be looked at for next year.

Britton then stated that Staff has been looking at two possible dates for a dedication ceremony of Vogt Brothers Park and also the Eco Park. It was reported that these two dates were September 23, 2009 @ 5:30 pm for the Vogt Brothers Park Dedication and September 30, 2009 @ 12:00 pm (Noon). Subsequent to discussion, the comments indicated that the Vogt Brothers Ceremony be should be held on September 23, 2009, which is the same night of the "National Night Out" Events. The discussion then turned to the Eco Park Grand Opening and Dedication Ceremony. It was agreed that this dedication be held on September 23, 2009 as proposed.

Agenda item 7.B.2. **Transfers Under \$5,000** was addressed. Smith asked various questions about the budget transfers. When these questions were addressed Smith moved to receive the rest of the Consent Agenda Items. Motion seconded by Mudrovic. Passed unanimously.

#### **President's Announcements and Reminders:**

Porterfield stated that as previously reported that the **Park Board Meeting Schedule was changed for the Summer of 2009**. He reported as such this would be the only meeting that was planned for September and in October the regular schedule would resume with the Regular Park Board Meeting being held on the third Wednesday and the Work Session would be held on the first Wednesday. Porterfield then suggested that the Adopt-A-Park part of the agenda be moved to the Work Session instead of the Regular Meeting. A consensus of the Board seemed to agree with the suggestion.

**Director's Report:**

Staff reported that three **Thank You's** were received during the month. The first was from the Family Support Services who holds the Day Camp in the Lower Level of Memorial Hall in the summer. It was reported that this thank you was a than you for the support and help this summer during the day camp. Staff reported that this thank you was sent from a Katherine via the web site. Katherine expressed her appreciation for the great instruction that she received at the Basic Motorcycle Class that she had just attended. The last thank you was from the St. Charles Convention Center sent to the Recreation Staff for their help with the Kid Block Party.

Staff then gave a brief **General Department Update**. The first item noted was regarding the pool grate installation would begin on September 21, 2009. Next it was reported that the Neos play equipment was being installed at McNair adjacent to the Main Concession Stand. Staff also reported that the Bicentennial Activities had been reported earlier in the meeting. It was then reported that the department is in full swing with regards to the fall sports.

**Board Member Announcements and Reminders:** Smith welcomed Matthew Seeds back as a visitor.

**Council Liaison Announcements and Reminders:** Council Person Feldman reported that the residents of Ward 3 have been calling and expressing appreciation for the new Vogt Brothers Park.

**Park Board Liaisons' Comments:**

**Foundation Report:** None.

**Cemetery Report:** None.

**Legislative Report:** None.

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

Smith suggested that this item be suspended and moved to the next Park Board Work Session. Board comments agreed with this suggestion.

**Closed Session:** None.

Smith moved for **Adjournment** at 6:37pm. Seconded by Mudrovic. Passed unanimously.

Meeting: September 02, 2009

Respectfully Submitted,

 11-18-09  
Lyndel H. Porterfield - President

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Jan Myers - Secretary