

SAINT CHARLES PARK & RECREATION BOARD MINUTES  
WORK SESSION MEETING HELD  
AUGUST 06, 2008

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

Park Board - Porterfield, Walendy, Morgan, Myers, Borgmeyer, and Mudrovic present for Roll Call; with Seeds, Smith and Council Liaison Feldman absent.

Others - Director Parks & Recreation, Asst. Director Parks & Recreation, Enterprise Superintendent, Maintenance Superintendent, Chief and Park Ranger.

Porterfield noted that Seeds indicated that he would be at this meeting and he had something that he wanted to address concerning the **Election of Officers** topic. As such, Porterfield stated that this item would be differed until later in the meeting. Porterfield also noted that the Appointment of Liaisons, Committees and the Adopt-A-Park topic would also be differed until Seeds arrived at this meeting.

**Discussion of a McNair Park Multipurpose Sports Court Committee:**

Staff noted that this item was added to the agenda as a result of the Park Board discussion during the Budget Process. It was noted that the discussion indicated that there was a need for a committee to be formed to plan this proposed new facility. Staff also reported that there was a small article in the Journal which reported that the Park Board had been discussing the formation of such a planning committee. Staff asked if the Board wanted to form a new committee or task team for this or would it preferable to put it into an existing committee for consideration?

The Board discussion concerning this issue was extensive and generated various questions and comments. This resulted in a Board consensus that indicating that a new Multipurpose Court Task Team be formed to address this issue. With that decided Porterfield asked if any of the Park Board Members wanted to serve of this new task team. With that noted Borgmeyer, Walendy and Morgan indicated that they would volunteer. It was then noted that Seeds had previously indicated that he wanted to help with the new sports court facility. Morgan stated that if Seeds was to serve then he would withdraw his name since he did think that four members were needed.

**Discussion and Consideration of a Contract with the Iron Kids Premier (IKP) Soccer Club for the 2008 Gateway Shootout Park Ranger Soccer Tournament in an amount not to exceed \$44,000:**

A copy of the contract agreement (**attached**) was reviewed. Staff reported that this agreement was re-written in an attempt to make it more understandable and also defined the responsibilities of both IKP and the Park department Ranger Division and was recommended. With the information review being completed and various questions being addressed Borgmeyer moved to approve the contract recommendation. Seconded by Morgan. Passed unanimously.

**Discussion and Consideration of a Contract for Inclusion Coordinator Services with the Recreation Council of Grater St. Louis in conjunction with the St. Charles County Municipal Partnership in an amount of \$6,187.46:**

A copy of the contract agreement (**attached**) was reviewed. Staff reported that this is the annual contract agreement for inclusion services. With the information review being completed and various questions being addressed Morgan moved to approve the contract recommendation. Seconded by Walendy. Passed unanimously.

**Discussion of City Land at the request of the City Council:**

A Staff memo dated July 29, 2008 (**attached**) regarding this request from the City Council to review any excess city owned land. Staff noted that in the near future a map should be made available that shows all of the various pieces of property that may be deemed excess. It was noted that at that time the Park Board would be able to review them to see if there was any interest from the Park Department acquiring any of them. Staff then noted that the P & D Committee reviewed this information request and also looked at any possible pieces of park property that might also be deemed excess. It was noted that the P & D Committee suggested that we take a look at the Woodlands and also the Moore Property. Staff reported that although the Moore property is not under the Park Board jurisdiction, it does have a deed restriction indicated that is to be used for park purposes. This land was donated to the city with this restriction but it had not been dedicated or accepted by the Park Board. Various Board Member questions and comments were addressed concerning this issue. Board consensus indicated that this item would be deferred until the map is received and reviewed.

**Discussion of the Parks and Recreation Board Meeting Schedule:**

A Staff memo dated July 29, 2008 (**attached**) noted that this item was added to the agenda because of a request for the Park Board to consider either moving the meeting time or day, so those who wanted to attend the Summer "Music on Main" Events might be able to do so. Staff reported that these events are scheduled for on the third Wednesday, (during the summer months - May through September), from 5:00pm to 7:30pm. Therefore the event is at the same time as the Regular Park Board Meetings. Subsequent to extensive discussion the consensus of the Board indicated a

decision to move the next two Board Meeting date's from August 20<sup>th</sup> to the 21<sup>st</sup> and the September 17<sup>th</sup> to the 18<sup>th</sup>, 2008. It was noted that this would move these two meetings from Wednesday to Thursday (the next day) with the meeting times to remain at 6:00pm for both of these meetings.

**Election of Officers:**

Porterfield stated that the procedure is per the current Board Meeting Rules, however the adjournment "Sine Die" for the elections is contrary to Missouri Case Law. He indicated that this was discussed last year prior to the election, and the rule was simply suspended by the Board. Porterfield suggested that this be done again this year. With that noted Borgmeyer moved that the rule be suspended for this election of officers. Seconded by Myers. Passed unanimously.

With that complete, the Board proceeded with the **Election of Officers**. Smith was called via cell phone and put on speaker as he wanted to participate in this process. It was noted that Smith and the Board were having trouble hearing what everyone was saying. Porterfield then suggested that the Election could be postponed until the next meeting. Smith stated that he could make the next meeting therefore Morgan moved to postpone the Election of Officers until then. Board discussion noted that what if someone else is not able to attend the next meeting, would the election again be postponed? This resulted in there not being a second, therefore the motion died. It was then noted that the Park Board Members were able to hear Smith, but he could not hear them. As such, the Park Director was asked to relay what the Board was saying.

Porterfield asked for nominations for the **Office of President**. Walendy nominated Lyn Porterfield for President. Seconded by Morgan. Porterfield then asked for other nominations. As there were no other nominations Morgan moved that the nominations cease. Seconded by Borgmeyer. Porterfield stated that the Board had a choice of a voice vote or by ballot. Porterfield stated that he would assume that a voice vote is desired unless someone tells him otherwise. Passed unanimously.

Porterfield that asked if there were any nominations for **Vice-President**. Borgmeyer nominated John Walendy for the Office of Vice-President. Seconded by Morgan. Porterfield asked if there were any other nominations. Hearing none, it was assumed that nomination were closed. A voice vote was then taken for Walendy to be elected Vice-President. Passed unanimously.

Porterfield that asked if there were any nominations for **Secretary**. Morgan nominated Matthew for the Office of Secretary. Seconded by Smith. Porterfield asked if there were any other nominations. Hearing none, it was assumed that nomination were

closed. A voice vote was then taken for Seeds to be elected Secretary. Passed unanimously.

Porterfield then asked if there were any nominations for **Treasurer**. Borgmeyer nominated Morgan for the Office of Treasurer. Seconded by Walendy. Porterfield asked if there were any other nominations. Hearing none, it was assumed that nomination were closed. A voice vote was then taken for Morgan to be elected Treasurer. Passed unanimously.

#### Appointment of Liaisons, Committees and Adopt-A-Park

Porterfield asked the Board Members consider which **Committee, Liaison Appointments and the Adopt-A-Park** they might want to serve on and to let him know as they were working through each one.

Porterfield began with the **Finance Committee**. As no one asked to be added or deleted from the Finance Committee the appointments remained the same as last year.

Next, the **P & D Committee** was addressed. As no one asked to be added or deleted from the P & D Committee, the appointments remained the same.

The **Park Board Liaison Appointments** were then considered. Again, as no one asked to be changed the appointments remained the same.

Next the **Project Task Teams** were considered. First addressed was the **Community Center Task Team**. Subsequent to discussion it was decided to dissolve the Community Center group.

The **Eco Park Task Team** was then considered. Again, after a Board discussion it was decided to do away with the Eco park Task Team.

Next, the **Webster Park Task Team** was addressed. Subsequent to discussion, and as no one asked to be changed, the appointments remained the same.

The **New Park Acquisition Task Team** was then addressed. Subsequent to discussion, it was decided to dissolve this task team and if anything came up it would be addressed by the P & Committee.

Next, the **Bum's Hollow Amphitheater Task Team** was addressed. Subsequent to discussion, Mudrovic was added to this task team as the Chair, replacing Thro. Everyone else remained the same.

The **Adopt-A-Park** drawing was then held resulting in the following:

Porterfield - McNair and Westwinds  
Mudrovic - Wapelhorst and Oak Grove  
Smith - Heatherbrook, Woodlands, and Schaefer  
Vacant - Soccer Complex and Fox Hill  
Walendy - Blanchette and Frenchtown  
Borgmeyer - Boone's Lick, Circle Drive and Fountain Lakes  
Myers - Point DuSable (Blanchette Landing, Regot, Bales Areas)  
Seeds - Frontier, Berthold, and Kister  
Morgan - Jaycee and Schneider/Kiwanis

The **Adopt-A-Mayor/Council Member** was then addressed. Subsequent to discussion it was decided to keep the appointments the same as last year.

**Closed Session:**

Borgmeyer moved that the Regular Board Meeting adjourn into **Closed Session, for the purpose of Legal actions, causes of action, or litigation.** (RSMo 610.021.1). Seconded by Mudrovic. Roll Call Vote:

Yes:        Porterfield, Walendy, Myers, Borgmeyer, and Mudrovic

No:        None

As there was not any other business to discuss Porterfield indicated that the meeting was **Adjourned** at 7:17 pm.

Park Board Work Session Meeting: August 6, 2008

Respectfully Submitted,

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Lyn Porterfield - President

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Matthew Seeds - Secretary

Closed Session:

Seeds moved that the Regular Board Meeting adjourn into **Closed Session, for the purpose of Leasing, purchase or sale of real estate where public knowledge of the transaction might adversely affect the legal consideration thereof.** (RSMo 610.021.2). Seconded by Morgan. Roll Call:

Yes:        Porterfield, Walendy, Seeds, Morgan, Myers, Borgmeyer, Thro, and Mudrovic

No:        None

After the Park Board returned to **Regular Session**, Borgmeyer moved that the meeting **Adjourn** at 8:20 pm. Seconded by Seeds. Passed unanimously.