

**6.A.**

**SAINT CHARLES PARK & RECREATION BOARD MINUTES  
PARK BOARD MEETING HELD  
February 20th, 2013**

The meeting was Called to Order by President Slattery at 6:04pm in the Meeting Room in Memorial Hall. Roll Call noted the following present for the meeting:

**Park Board -** John Walendy, TJ Slattery, Kathy Mudrovic, Linda Roche, Valerie Lanning, Tom Probst were present. Tom Smith, Mike Ryan, Laura Lyon and both Council Liaisons were absent.

**Others -** Maralee Britton – Director  
Chris Atkinson – Assistant Director  
Todd Kassabaum – Chief Park Ranger  
Joseph Billing – Boy Scout  
Terry Billing – Father of Boy Scout

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

**Staff Reports/Presentations:**

**A. 2012 Ranger Report – Chief Ranger Kassabaum**

See attached memo. Chief Kassabaum referenced the numbers in his report. There were 3446 "Calls for Service" in 2012. An increase of 400 calls over 2011. Several parks showed an increase in activity and several others showed a decrease. Some of the number changes could be down to how some crimes are categorized and how the Cities new system handles these calls also. The increased use of our park system is also a factor.

Slattery asked if it was possible to run these reports monthly, bi-monthly or Semi-annually. Chief Kassabaum said he would look into it. Probst asked that the Executive Committee discuss the loss of revenue suffered by the Ranger Department with the cancellation of the annual soccer tournament. Staff said it would be placed on the agenda for discussion

The Board thanked Chief Kassabaum for his report and for the great job he and his staff did throughout the Parks System.

**E. Webster Park Update.**

Atkinson presented a memo and GANNT Chart documenting the timelines to get various elements of the park completed. Both Britton and Atkinson then presented a PowerPoint presentation showing photographs of the current progress at the building and throughout the park. A Task Team meeting would be scheduled to discuss the new playground.

**F. Gould Building Project Update**

Both Britton and Atkinson presented a PowerPoint presentation showing photographs of work that has been completed at the Gould building. Staff is also collecting price quotes from vendors to install new flooring and to update the kitchen. Walendy asked if a new pricing structure would be created to reflect these changes. Staff said they would bring some information to the March meeting to discuss.

**Meeting Minutes:**

**A. Parks & Recreation Board Meeting Minutes January 16<sup>th</sup>, 2013\***

Lanning moved to approve the minutes as presented. Seconded by Probst. Passed unanimously.

**B. Parks and Recreation Board Work Session Meeting Minutes February 6th, 2013\***

Lanning moved to approve the minutes as presented. Seconded by Walendy. Passed unanimously.

**Consent Agenda (Items to be received):**

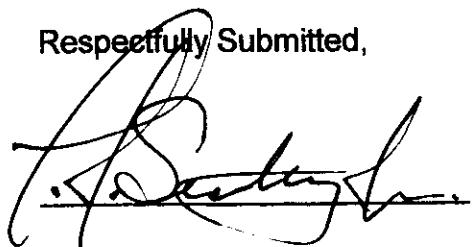
The Consent Agenda was then addressed, which included the following:

- A. Calendar
- B. Citation of Commendation for "Eco Park Trailhead"
- C. Minutes of January 10<sup>th</sup> Cemetery Advisory Board Meeting.

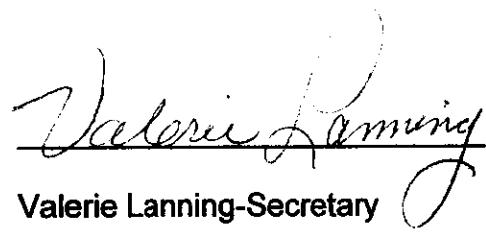
Request was made by Lanning to remove "A – Calendar" from the Consent Agenda to discuss. Motion was made by Mudrovic to accept the balance of the Consent Agenda as presented. Seconded by Walendy. Passed unanimously.

Meeting: February 20th, 2013

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "T.J. Slattery".

T.J. Slattery - President

A handwritten signature in black ink, appearing to read "Valerie Lanning".

Valerie Lanning-Secretary