

**SAINT CHARLES PARK & RECREATION BOARD MINUTES  
PARK BOARD MEETING HELD  
July 17th, 2013**

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

**Park Board -** Sandy Bichel, Valerie Lanning, Laura Lyon, Linda Roche, TJ Slattery, and Council Liaison Bridget Ohmes and Alternate Council Liaison Rod Herrmann were present. Betty Barro, Kathy Mudrovic, Tom Smith and Mike Ryan were absent.

**Others -** Maralee Britton – Director  
Chris Atkinson – Assistant Director  
Nick Donze – Maintenance Superintendent

Slattery introduced and welcomed Sandy Bichel the newest Park Board member. She introduced herself and then the Board Members, staff and Liaisons introduced themselves.

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

**Staff Reports/Presentations:** None

**Items for Discussion and/or Action:**

**A. Compensation Grid and Policies\***

Britton presented the Board the new Compensation Policy. This combined the Salary Grid and all other items pertaining to compensation into one policy. Some adjustments were made to positions within the grid and also personnel within the grid. Clarifications were made to the "Lead Pay" and "Standby Duty" portions. It also included the newly adopted (By City Council) Longevity Plan that will be put in place to deal with number of "topped out" employees throughout the City.

Lanning moved to approve the policy. Seconded by Roche. Passed unanimously.

**B. Hazardous tree removal at Webster/Heatherbrook Park.**

Atkinson and Britton explained that since the original Board Packet went out some more information from our insurance carrier came to light. The original thought was that an insurance claim would take care of the damage that had taken place. More recently staff believes that the insurance carrier will not cover this damage because the trees are "standing timber" or wooded areas meaning that they were not planted by Park staff.

**C. Contract with Gamma Tree Experts for the removal of hazardous trees in Webster/Heatherbrook Park in an amount not to exceed \$29,700.00\***

Due to the potential that the department might be responsible for the hazardous tree removal project staff wanted to make a recommendation to have a contract with Gamma Tree Experts in an amount not to exceed \$29,700.00 for the removal.

Lyon moved to approve the contract. Seconded by Lanning. Passed unanimously.

**Meeting Minutes:**

**A. Parks & Recreation Board Meeting June 19th, 2013\***

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

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

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

- A. Calendar
- B. Financial Statement

Motion was made by Lanning to remove and discuss both A & B. Seconded by Roche. Passed unanimously.

**Items Removed from the Consent Agenda:**

- A. Calendar – Britton presented two calendars. Once had the upcoming events in the parks. The second calendar had the dates of the upcoming Board meetings and Work Sessions as well as dates the administration office would be closed over the winter holidays.
- B. Financial Statement – Britton stated that there was an updated Financial Statement that was included that had a correction on it.

Motion was made by Lanning to approve the Consent Agenda. Seconded by Roche. Passed unanimously.

**Presidents Announcements and Reminders:**

**A. 2013 NRPA Conference October 8th-10th Houston, TX.**

Slattery informed the Board that there are three spaces available to Board members for the upcoming NRPA Conference. Roche, Mudrovic and Lanning will be attending along with staff.

Slattery also wanted to go on the record to thanks John Walendy and Tom Probst for the service to the Park Board. Both members were recently replaced. He also said that there is an opening for the position of Treasurer to replace Probst. At the next meeting there would be elections to fill the positions, task teams, adopt a park assignments.

Slattery requested that the Joint Work Session with City Council be rescheduled due to a conflict he has that will take him out of town on that date

**Directors Report:**

Britton said the City Council has approved setting up Parks with their own bank account that is separate from the General Fund. Also some zoning issues were being cleared up in regards to parks and liquor licenses. Finally Britton mentioned that the Media Department was going to informational videos on each of our parks. We could then use them on our website and for promotions and advertising.

Britton said that we look to schedule a park tour to bring the new Board Members up to speed on the parks and the major projects. The work session in October is a possibility. A date would be finalized soon.

**Board Member Announcements and Reminders:**

Roche said that the ball fields are looking great and that the turf management plan seems to be having the effect we hoped.

Lyon, Bichel, Lanning had no comments.

Slattery requested that a date be set for the next Executive Committee Meeting. The date chosen was Friday June 28<sup>th</sup> at 9:00am.

**Council Liaison Announcements and Reminders:**

Council Liaison Ohmes and Herrmann requested to go on the Park Tour in October also.

Said they would request that the Joint Council Work Session be moved to another date.

Council Liaison Ohmes asked about the trails in Fountain Lakes. Donze said that funding has been placed in the CIP for 2014 to hopefully begin to resolve and repair the damaged trials. He cautioned that this might be lengthy process due to having to hire a consultant and possibly getting permits from the Corps of Engineers.

Council Liaison Ohmes also said that she had a complaint about cyclists and the crossing at Mel Wetter Expressway. The complaint was that the cyclists are not stopping and using the crosswalk areas. Britton said that the crosswalk is correct and the bicyclists are choosing to not obey the law of the road that they should be following.

**Park Board Liaisons Comments:**

**Foundation Report:** None

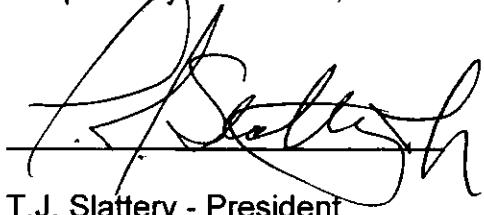
**Cemetery Report:** None

**Legislative Report:** None

As there was not any other business to discuss Lyon moved for Adjournment at 6.57 pm. Motion was seconded by Roche. Passed unanimously.

Meeting: July 17<sup>th</sup>, 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