

**METRO EAST PARK AND RECREATION DISTRICT**  
104 United Drive, Collinsville, Illinois  
**Tuesday May 14, 2013**

**I. Call to Order** President Gene Peters called the meeting to order at 11:00 a.m.

**II Attendance** Roll call / Establishment of Quorum

Present were: Harold Byers, Madison County  
Jerry Kane, Madison County  
Gene Peters, Madison County  
Barbara Hohlt, St. Clair County  
Gregory Yank, St. Clair County

Mike Buehlhorn, Executive Director  
Bryan Werner, Planner  
Rene' St. Peters, Administrative Assistant  
Jacob Volkmar, Grants Coordinator  
John Papa, Attorney  
Bill Baudendistel, Juneau Associates

Absent were: Earl McDowell, St. Clair County

Guest were:

**III. Public Discussion and/or Comment**

**IV. Approval of Minutes**

**a) Director Byers made a motion, seconded by Director Kane to approve the minutes from the April 9, 2013 regular meeting as presented.**

Roll Call Vote

Harold Byers	Aye	Barbara Hohlt	Aye
Jerry Kane	Aye	Earl McDowell	Absent
Gene Peters	Aye	Gregory Yank	Aye

5 Ayes No Nays 1 Absent Motion Carried

**V. Consent Agenda**

**Director Hohlt made a motion, seconded by Director Yank to approve the consent agenda items a through e as presented on pages 5-34.**

Roll Call Vote

Harold Byers	Aye	Barbara Hohlt	Aye
Jerry Kane	Aye	Earl McDowell	Absent
Gene Peters	Aye	Gregory Yank	Aye

5 Ayes No Nays 1 Absent Motion Carried

**VI. Finance**

**a) Director Yank made a motion, seconded by Director Hohlt to approve the payments and claims for April 9, 2013 MEPRD as presented on pages 36-42 all except checks 6121 and 6125 payable to MCT.**

Roll Call Vote

Harold Byers	Aye	Barbara Hohlt	Aye
Jerry Kane	Aye	Earl McDowell	Absent
Gene Peters	Aye	Gregory Yank	Aye

5 Ayes No Nays 1 Absent Motion Carried

**Director Byers made a motion, seconded by Director Yank to approve checks 6121 and 6125 payable to MCT.**

Roll Call Vote

Harold Byers	Aye	Barbara Hohlt	Aye
Jerry Kane	Abstain	Earl McDowell	Absent
Gene Peters	Aye	Gregory Yank	Aye

4 Ayes No Nays 1 Absent 1 Abstained Motion Carried

**b) Director Yank made a motion, seconded by Director Kane to approve the payments and claims for April 2013 MMMP as presented on page 43-44.**

Roll Call Vote

Harold Byers	Aye	Barbara Hohlt	Aye
Jerry Kane	Aye	Earl McDowell	Absent
Gene Peters	Aye	Gregory Yank	Aye

5 Ayes No Nays 1 Absent Motion Carried

**c) No transfers to be made.**

**VII. Executive Director's Staff Report**

IDNR Bike Path Grant Application – Executive Director Mike Buehlhorn reported that our application will be presented to the advisory board on June 19<sup>th</sup>.

Funding for Scott Troy - Executive Director Mike Buehlhorn reported that he is still working on the funding of \$3 million agreement with the interested party. Will report back to the board once he has a detailed contract in hand.

MMMP Updates: Segway / July 4<sup>th</sup> event - Executive Director Mike Buehlhorn reported that a pipe exploded and flooded the pump house and destroyed one of the segways. He has been working with IPARKS and has received an insurance check to cover the cost of a new segway. The July event this year will be the 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> and to cut back on expenses a few things have been eliminated. There will still be a food vender, juggler, face painters and other attractions for the guests.

FY13 Bike Rack and Fix Station grant program – Grants Coordinator Jacob Volkmar reported that the bike rack and fix station grant program has been well received and we are still getting in applications for the grant.

Sponsorship Applications - Grants Coordinator Jacob Volkmar reported that we have received several sponsorship applications and that due to the overwhelming response, we are close to using up or allotted budget amount for this past fiscal year.

FY2014 Grant Applications – Planner Bryan Werner presented the board with a copy of the FY2014 Grant applications, he stated that there were no changes to this application and that it was the exact same grant application as last year but he just wanted the Board Members to look it over, refresh the requirements and if they feel there needs to be any changes to let him know by the June board meeting.

FY2014 Budget Draft – Executive Director Mike Buehlhorn presented the Board with an attentive budget for the FY2014. He explained that MEPRD has cut back on expenses where they could to save money in both the park and the office.

Greater East St. Louis Community Fund – Art in the Park event – Planner Bryan Werner reported that he is getting updates from Pam Coxam regarding the event. On June 12, 2013 there will be several grade school children that will start at the arch with a tour and then cross the Eads Bridge to the Park and there they will take another tour. After the tours, there will be several art teachers that will help each student draw a representation of their day’s adventure. The drawings will be put together to create an outdoor panel which will be presented at the July 4<sup>th</sup> event.

Autism night at MMMP - Executive Director Mike Buehlhorn reported that the Autism event at the park was again a great turn out. The fountain water was turned blue for the special event.

IAPD Convention – Springfield -Executive Director Mike Buehlhorn reported he attended the convention to get caught up on any changes with policies and procedures.

Laura Kessel visit Lt. Governor’s office / ESL Gardens – Planner Bryan Werner reported that himself, Mike Buehlhorn and Jacob Volkmar had met with Elizabeth Patten

**VIII. Old Business**

No old business to discuss.

**IX. New Business**

Grants Coordinator Jacob Volkmar presented the two FY13 Bicycle Rack and Fix Station Grant requests that have been received. Both are in accordance to our policy and he recommends the board to pay Shiloh and Swansea for their grant requests as presented.

**Director Kane made a motion, seconded by Director Hohlt to approve by omnibus vote Section IX numbers a thru c.**

Roll Call Vote

Harold Byers	Aye	Barbara Hohlt	Aye
Jerry Kane	Aye	Earl McDowell	Absent
Gene Peters	Aye	Gregory Yank	Aye

5 Ayes No Nays 1 Absent Motion Carried

- a) **Resolution 13-10 Village of Shiloh FY13 Bicycle Rack and Fix Station Grant Request for \$2,036.00.**
- b) **Resolution 13-11 Village of Swansea FY13 Bicycle Rack and Fix Station Grant Request for \$539.13.**

Grants Coordinator Jacob Volkmar reported that the previous agreement sent to us from iBid was sent to us incorrectly so we needed to get a new one signed.

c) **Resolution 13-12 Modification of Agreement with iBid program for the sale of MEPRD used equipment.**

d) **Report of District Engineer**

Engineer Bill Baudendistal did not report any new information.

**XI. Adjournment**

**At 12:03 p.m. President Peters asked to adjourn the meeting. A motion was made by Director Yank seconded by Director Kane to adjourn the meeting. All voted aye on a voice vote and the meeting was adjourned.**

**Respectfully Submitted,  
Rene' St. Peters  
Administrative Assistant**

**Next MEPRD meeting will be held on June 11, 2013 at 11:00 a.m.**