

METRO EAST PARK AND RECREATION DISTRICT
104 United Drive, Collinsville, Illinois
Tuesday, March 11, 2014

I. Call to Order President Greg Yank called the meeting to order at 11:00 a.m.

II Attendance Roll call / Establishment of Quorum

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

Mike Buehlhorn, Executive Director
Bryan Werner, Planner
Rene' St. Peters, Administrative Assistant
John Papa, Attorney

Absent were: Harold Byers, Madison County

Guests were: Linda Havlin, West End Redevelopment Corp NFP

III. Public Discussion and/or Comment

Linda Havlin with the West End Redevelopment Corp wanted to introduce herself. West End Redevelopment Corp is currently under construction for a Safe Routes to School trail in West Belleville.

IV. Approval of Minutes

Director Peters made a motion, seconded by Director Hohlt to approve the minutes from the February 11, 2014 regular meeting with the following corrections, on page 2 within section 8 bottom paragraph with a change in the amount from a period to a comma, and to show that the Focal Pointe Contract would save the District \$677.50.

Roll Call Vote

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

5 Ayes No Nays 1 Absent Motion Carried

V. Consent Agenda

Director Peters made a motion, seconded by Director McDowell to approve the consent agenda items a through e as presented on pages 5-30.

Roll Call Vote

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

5 Ayes No Nays 1 Absent Motion Carried

VI. Finance

a) Director Peters made a motion, seconded by Director Kane to approve the payments and claims for MEPRD for February 2014 as presented on pages 31-36.

Roll Call Vote

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

5 Ayes No Nays 1 Absent Motion Carried

b) Director Hohlt made a motion, seconded by Director Peters to approve the payments and claims for February 2014 MMMP as presented on pages 37-38.

Roll Call Vote

Harold Byers	Absent	Barbara Hohlt	Aye
Jerry Kane	Aye	Earl McDowell	Aye
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

The Executive Director discussed the ITEP grant. While it has not yet been announced who will be the recipients, he believes they will be awarded somewhere near the primary election.

The staff has requested and received an address change from 185 West Trendley Avenue to 434 Front Street in East St. Louis at Malcolm W. Martin Memorial Park. The decision was made to attempt to alleviate consumer confusion when using various directional maps to obtain a way to the park. It was demonstrated to the Board how each of the addresses affect the routing. Staff has not officially released the details on the website or other documents, until they are certain most mapping agencies have been contacted.

It was reported that the drinking fountain at MMMP was running and no shutoff was found. A repair will be made to correct the situation in order to stop the constant water loss.

The contracts for Focal Pointe were discussed for the office and MMMP and will be presented later in the meeting to the board. It was noted that Mason Landscaping will still do the mowing inside the fountain area, since no licenses are required for irrigation or fertilization applications which are needed in the front portion of the park. He also maintains the trees, shrubbery and mulching.

The water fountain at the office is no longer in working order. It is suspected it broke underground sometime last summer and was not noticed until late in the fall. It has since been shut down. The staff is working with Wells Plumbing to make repairs if possible.

A description was given on the Illinois River Link Project in which the district is awaiting a signed agreement with St. Clair County. IRL staff met with Terminal Railroad and Bunge on the bridge connection issues and the response was not negative. Terminal will discuss their requirements and construction options they may like to see in the future.

A discussion followed regarding any of the IRL funding being used for the proposed high speed rail station. The Executive Director said no discussions regarding high speed rail were held, nor has the District had any input. It is not a part of the portion of IRL funding.

The MOU with St. Clair County Transit was discussed. The wetlands issue was outlined and the District will proceed with the necessary notifications. The district will pay \$38,100.00 for the maintenance of the wetlands property after the completion of the Scott/Troy Trail Project has been completed.

There was a question regarding the unfunded portion of the project. The Executive Director said without the numbers at hand, the best of his recollection was that the district would still need the additional SCCTD funding, and possibly more when issues regarding a potential tunnel are resolved. It was discussed that if we received more than \$1 million in ITEP funding, would all the funds from SCCTD be necessary. The Executive Director said he was certain we would need the funds, but we could wait until after the election to see what we might receive.

VIII. Old Business

The Executive Director turned the discussion on camera installation to Bryan Werner for details. Werner outlined the locations, types of equipment and costs submitted by Brewster Alexander for each location. The Executive Director noted that we had received one price quotation, however three companies were contacted. It was recommended we accept the pricing, due to the upcoming season opening for the park and trailhead security. There were no objections. There was a discussion on a blind spot at the bus unloading area near the Overlook. It was decided to add another camera to that area that was capable of reading license plates. Staff will obtain the costs, but were assuming the camera costs alone were about \$300 each plus installation. Gateway Center will be paying the costs associated with MMMP at a cost of \$ 14,152.51. MEPRD costs are \$ 2,855.00. It was noted that this was brought to the board as an emergency security issue and time was of the essence due to the park opening on April 14.

Director Gene Peters made a motion, seconded by Barbara Hohlt to authorize the district to proceed with the costs of \$ 14,152.51 for Malcolm martin Memorial Park and \$ 2,855.00 for the MEPRD office.

Roll Call Vote

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

5 Ayes No Nays 1 Absent Motion Carried

IX. New Business

Director Kane made a motion, seconded by Director Peters to approve by omnibus vote Section IX, Items A, B, D, and E.

Roll Call Vote

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

5 Ayes No Nays 1 Absent Motion Carried

a) Focal Pointe MMMP Contract

Executive Director Buehlhorn explained that the contract will cover the same services as the past years with a reduction in cost from \$29,450 to \$24,225 which is a yearly savings of \$5,225 from the past years contract.

b) Focal Pointe MEPRD Contract

Executive Director Buehlhorn explained that this contract like the MMMP contract will cover the same services as the past years, but instead of paying monthly MEPRD will be paying up front with a savings of \$677.50.

c) Memorandum of Understanding MEPRD/SCCTD.

Earlier discussion determined that this topic would be deferred to a later meeting.

d) Reimbursement request from CARD for the rehabilitation of the Glidden Park Tennis Courts

Planner Bryan Werner noted that all the proper paper work has been turned in and made a recommendation to reimburse CARD for their completed project titled: The Glidden Park Tennis Courts in the amount of \$61,175.00.

e) Reimbursement request from The Village of Maryville for their completed project titled: Fred Winters Park.

Planner Bryan Werner noted that all the proper paper work has been turned in and made a recommendation to reimburse The Village of Maryville for their completed project titled: Fred Winters Park in the amount of \$49,244.10.

X. Adjournment

At 11:51 a.m. President Yank asked to adjourn the meeting. A motion was made by Director Peters seconded by Director McDowell 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 April 8, 2014 at 11:00 a.m.