

**METRO EAST PARK AND RECREATION DISTRICT**  
104 United Drive, Collinsville, Illinois  
**Tuesday, May 13, 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: Harold Byers, Madison County entered meeting at 11:02 a.m.  
Jerry Kane, Madison County  
Gene Peters, Madison County entered meeting at 11:03 a.m.  
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

Absent were: John Papa, Attorney entered meeting at 11:02 a.m.

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

**IV. Approval of Minutes**

**Director Kane made a motion, seconded by Director Hohlt to approve the minutes from the April 8, 2014 meeting.**

Voice Vote All Ayes no nays motion carried

**V. Consent Agenda**

**Director Hohlt made a motion, seconded by Director Peters to approve the consent agenda items a through e as presented on pages 5-31.**

Voice Vote All Ayes no nays motion carried

**VI. Finance**

**a) Director Kane made a motion, seconded by Director Peters to approve the payments and claims for MEPRD for April 2014 as presented on pages 32-38.**

Roll Call Vote

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

6 Ayes No Nays None Absent Motion Carried

**b) Director Hohlt made a motion, seconded by Director McDowell to approve the payments and claims for April 2014 MMMP as presented on pages 39-42.**

Roll Call Vote

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

6 Ayes No Nays None Absent Motion Carried

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

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

Executive Director Buehlhorn explained that at the park there was some minor issues that needed repairs. The park staff is now counting visitors and asking each where they are originally from. The park had 500 visitors last month.

Executive Director Buehlhorn is working with Chris Stone and they have meet with the Illinois Tourism Bureau and the Department of Commerce and Community Affairs to acquire signage along the interstates promoting the Malcolm W. Martin Memorial Park and the Gateway Geysers.

The drinking fountain at the office has been repaired and is back in use.

Executive Director Buehlhorn presented the Board with a FY15 Draft copy of the budgets for both Metro East Park and Recreation District and Malcolm Martin Memorial Park. Director Kane suggested that we could adopt a capital budget separately if necessary. Executive Director Buehlhorn noted that he will make the suggested changes from the Board before the final budgets are completed.

Planner Bryan Werner presented the board with a revised version of the FY15 Grant Application with all the new changes highlighted in yellow.

**Director Kane made a motion, seconded by Director Byers to eliminate \$35,000 from the sponsorship grant expense from the budget line item.**

Roll Call Vote

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

2 Ayes 4 Nays None Absent Motion did not carry.

**VIII. Old Business** No old business to discuss.

**IX. New Business**

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

Roll Call Vote

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

6 Ayes No Nays None Absent Motion Carried

**a) Event Sponsorship Request: Metro East Cycling Club**

The Metro East Cycling Club has submitted an event sponsorship request for their event titled: O'Fallon Grand Prix to be held on June 13-14, 2014 in the amount of \$2,500.00.

**b) Event Sponsorship Request: City of Belleville**

The City of Belleville has submitted an event sponsorship request for their July 11, 2014 event titled: Tour de Belleville in the amount of \$2,500.00

**c) Event Sponsorship Request: Swansea Fireman's Civic Association**

The Swansea Fireman's Civic Association has submitted an event sponsorship request for their June 21, 2014 event titled: Light the Night 5k Run/Walk and Fun Run in the amount of \$1,237.50.

**d) Reimbursement request from the Village of Glen Carbon – Ray M. Schon Park, Phase 1**

A reimbursement request from the Village of Glen Carbon in the amount of \$110,000.00 for their completed project titled: Ray M. Schon Park, Phase 1 has been received and after thorough review it has been determined that all documents have been received and that the request complies with MEPRD's respective Grant program and it is recommended that the Board approve payment to the Village of Glen Carbon in the amount of \$110,000.00.

**e) Allison, Knapp & Siekmann Engagement Contract for FY 2014 Audit Services**

Allison, Knapp & Siekmann has presented their FY14 engagement contract, which will cover the fiscal year end audit charges, in the amount of \$5,780.00.

**Director Kane made a motion, seconded by Director Hohlt to accept the FY14 contract with Allison, Knapp & Siekmann as presented.**

Roll Call Vote

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

5 Ayes 1 Nays None Absent Motion Carried

**f) Report of the Engineers / Attorney**

No discussion was held.

**X. Adjournment**

**At 12:39 p.m. President Yank asked to adjourn the meeting. A motion was made by Director Peters seconded by Director Hohlt 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 May 13, 2014 at 11:00 a.m.**