

**METRO EAST PARK AND RECREATION DISTRICT**  
104 United Drive, Collinsville, Illinois  
**Monday June 20, 2016**

**I. Call to Order** President Hohlt called the meeting to order at 11:05 a.m.

**II. Attendance / Establishment of Quorum**

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

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

Absent were: Earl McDowell, St. Clair County  
Gregory Yank, St. Clair County

**III. Public Discussion and/or Comment** No Public Discussion and/or Comment was heard.

**IV. Approval of Minutes**

**Director Peters made a motion, seconded by Director Kane to approve the minutes from the May 10, 2016 regular meeting as presented.**

Roll Call Vote

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

4 Ayes 0 Nays 2 Absent 0 Abstain Motion Carried

**V. Consent Agenda**

**Director Kane made a motion, seconded by Director Peters to approve the consent agenda items a thru e as presented on pages 6-29.**

Roll Call Vote

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

4 Ayes 0 Nays 2 Absent 0 Abstain Motion Carried

**VI. Finance**

**a) Director Peters made a motion, seconded by Director Kane to approve the payments and claims for May 2016 - as presented on pages 30-35.**

Roll Call Vote

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

4 Ayes 0 Nays 2 Absent 0 Abstain Motion Carried

**b) Director Peters made a motion, seconded by Director Kane to approve the payments and claims for May 2016 - MMMP as presented on pages 36-37.**

Roll Call Vote

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

4 Ayes 0 Nays 2 Absent 0 Abstain Motion Carried

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

Executive Director Buehlhorn gave his report and stated that:

The District received our April check which was about \$16,548 over the previous year in the same month. In addition, we received the May check for an increase of \$18,101.00. The District is still on a path to be at or slightly above a 2% increase for the year overall. FY16 has already beaten six of the highest months since the beginning of the District with a possibility of two more in the near future.

The Executive Director has met with Mr. Hier and discussed the option of MEPRD utilizing the Gateway Center 501-c-3 status for future grants for the park. While they appreciate the desire and efforts of MEPRD to continue on this path, the Gateway Center was not interested in sharing the use of the classification. They may be interested in being the original seed money for a new 501-c-3, if one were to be established for the park only. As a side note, the following entities have formed or are forming non-profits in the area: GRG, East West Gateway, City of Belleville, City of Edwardsville, and City of O'Fallon is considering the possibility. After discussion, it was decided the status was not a necessity.

The official lighting ceremony at the Gateway Geyser will take place in early July. We are waiting for one electronics board for one of the lights. We have had success in lighting the geyser blue for the Blues playoff games, pink for Susan G. Komen race for the cure and it is currently rainbow colored until July 4 weekend when it will be red, white and blue.

The ITEP grant sponsored by SCCTD has been completed and sent. It was decided, for now, the application will be for the Metro East Riverfront Trail. A name change can come at a later date for the entire trail closer to the completion. With our assistance, SCCTD has received letters of support from the following: Senator Clayborne, Representative Jackson, Chairmen Kern and Dunstan, MCT, East West Gateway, MESD, the communities of East St. Louis, Venice and Fairmont City, GRG, Bi State Development, Bunge, Terminal Railroad, Cargill, Casino Queen, MEPRD and MMMP. A memorandum of Understanding between SCCTD and MEPRD is still being drafted and is awaiting both board approvals.

There currently is \$101,000 left in the FY16 Grants funds, and about \$17,000 in the Sponsorship fund, assuming all application are passed under New Business.

Jan Nation at IDNR has left the position of Senior Grant administrator. Our grant has been approved for \$174,954.69. Once there is a State budget, DNR will release the funds. Director Kane noted that the actual funds total was to be for the Scott Troy and Woodland Park acquisitions. Executive Director Buehlhorn stated that the Woodland Park project was too costly to build at this time, however, the District would work with the necessary partners to try to assist in some other connection in that area.

Staff met with officials from the City of Bethalto regarding a connector from the City to the MCT Watershed Trail. Work is still in progress on how the stages of the trail will be implemented and funding issues. Their application is in the Board packet under New Business.

Met with representatives from Trailnet regarding their outlook for the region.

We have made minor adjustments to the FY17 budget for MEPRD which involve updating revenues and expenditures. In regards to the grant programs, we have inserted the next FY17 grant pool at \$1.4 million. We have taken the \$101,000 of remaining funds in the FY16 program and inserted them in the new Safe Parks and Trails Grant to increase that total to \$300,000. It is assumed that we can service more communities in that grant as opposed to leaving it in the current grant where only one community might take the entire \$100,000.

At MMMP, the same adjustments have been made. Both budgets and capital plan are outlined in the board packet under Resolution 16-12.

The contract for EMS Consulting is covered under Resolution 16-16. All fees were held in place for the fourth year. This is a three year contract locking the fees in place until 2019, with a clause that allows either party to cancel the contract at any time with a 60 day written notice. A recommendation was that the contract be amended before passage to add the words "Executive Director" after Michael Buehlhorn, and eliminate Section 3 B under Compensation, regarding any additional charges.

Under Resolutions 16-13, 16-14 and 16-15, it was recommended by Director Kane that an additional Section 2 be added after the "Now Therefore Be It resolved" clause that lays out the exact amount allotted for each grant, and that the amount was approved by the Board of Directors. The changes were made and noted.

There have been some minor changes in the applications for our grants and Bryan Werner explained those particular changes. In addition he made mention that Rene' was assisting him with a new interactive park program for Madison and St. Clair counties that should ready sometime this summer.

Bryan Werner then went over the grant application for the City of Bethalto and the reimbursement grant for the Village of Maryville.

**VIII. Old Business** No old business was discussed.

**IX. New Business**

**Director Peters made a motion, seconded by Director Kane to approve by omnibus vote Section IX, Items A, B, G, H, I and J.**

Roll Call Vote

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

3 Ayes 0 Nays 2 Absent 1 Present 0 Abstain Motion Carried

a) **Ordinance 16-01 Re: Prevailing Wage Act**

b) **Resolution 16-12 Re: FY17 Operations and Capital Budgets – outlining the operational and capital budgets for the FY17 for MEPRD and Malcolm W. Martin Memorial Park.**

g) **Resolution 16-17 Re: Grant Request – Village of Bethalto - \$140,160.00 for their project titled: “Erwin Plegge Expressway Multi-Use Trail, Phase 1”.**

h) **Request for Reimbursement – Village of Maryville has requested \$19,323.22 for their completed project titled: “West Side Restrooms at Drost Park”.**

i) **FY17 Schedule of Meetings – Board meeting dates from July 2016 – June 2017.**

j) **Event Sponsorship Request: Trailnet is requesting \$1,000.00 for their event titled: “I Scream for Ice Cream Ride” which will be held on Sunday July 24, 2016.**

**Director Kane made a motion, seconded by Director Peters to approve by omnibus vote Section IX, Items C, D, and E as amended.**

Roll Call Vote

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

4 Ayes 0 Nays 2 Absent 0 Abstain Motion Carried

c) **Resolution 16-13 Re: FY17 MEPRD Park and Trail Grant Matching Program- outlining the FY17 grant application and \$1,400,000.00 program allocation.**

d) **Resolution 16-14 Re: FY17 MEPRD Sponsorship Program – outlining the FY17 rules and regulations and \$35,000.00 program allocation.**

e) **Resolution 16-15 Re: FY17 MEPRD Safe Parks Program – outlining the FY17 rules and regulations and \$300,000.00 program allocation.**

**Director Peters made a motion, seconded by Director Kane to approve Resolution 16-16 Contract with EMS Consulting – Contract will run from July 1, 2016 – June 30, 2019 for \$4,000.00 per month with the amended portions to the contract.**

f) **Resolution 16-16 Re: Contract with EMS Consulting – Contract will run from July 1, 2016 – June 30, 2019 for \$4,000.00 per month.**

Roll Call Vote

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

4 Ayes 0 Nays 2 Absent 0 Abstain Motion Carried

k) **Report from Attorney/Engineers.**

No report was given.

**X. Adjournment**

**At 12:00 p.m. President Hohlt asked to adjourn the meeting. A motion was made by Director Peters seconded by Director Byers 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 July 12, 2016 at 11:00 a.m.**