

METRO EAST PARK AND RECREATION DISTRICT
320 Regency Centre, Collinsville, Illinois
Minutes of January 9, 2006 Meeting 7:00 p.m.

Call to Order- President Pamela Hogan called the meeting to order at 7:00 p.m.

Attendance - Roll call was taken.

Present were: Pam Hogan, St. Clair County
Jerry Kane, Madison County
Earl McDowell, St. Clair County
Gene Peters, Madison County

Mike Buehlhorn, Executive Director
Bryan Werner, Planner
Ed Szewczyk, Attorney
Larry Rose, Auditor

Absent were: Paul Evans, St. Clair County
Harold Byers, Madison County

Guests were: Larry Rose, Allison, Knapp, Siekmann

I. Approval of Minutes

Director Kane made a motion, seconded by Director Peters to approve the minutes from the December 12, 2005 regular meeting as provided to the board.

Voice Vote 4 Ayes No Nays 2 Absent Motion Carried

II. Consent Agenda

Director McDowell made a motion, seconded by Director Peters to approve the Consent Agenda as presented.

Voice Vote 4 Ayes No Nays 2 Absent Motion Carried

Ed Szewczyk, Attorney (Present 7:04 p.m.)

III. Finance

a) Director Peters made a motion, seconded by Director Kane to approve the payments and claims from December 2005 for MEPRD as presented.

Roll Call Vote

Jerry Kane	Aye	Pam Hogan	Aye
Gene Peters	Aye	Earl McDowell	Aye
Harold Byers	Absent	Paul Evans	Absent

4 Ayes No Nays 2 Absent Motion Carried

b) Director Kane made a motion, seconded by Director Peters to authorize payments for MMMP for December as presented.

Roll Call Vote

Jerry Kane	Aye	Pam Hogan	Aye
Gene Peters	Aye	Earl McDowell	Aye
Harold Byers	Absent	Paul Evans	Absent

4 Ayes No Nays 2 Absent Motion Carried

c) Director Kane made a motion, seconded by Director Peters to authorize the Executive Director to transfer \$200,000 from the Illinois Fund account to the Bank of Edwardsville checking account for operation expenses for the MEPRD.

Roll Call Vote

Jerry Kane	Aye	Pam Hogan	Aye
Gene Peters	Aye	Earl McDowell	Aye
Paul Evans	Absent	Harold Byers	Absent

4 Ayes No Nays 2 Absent Motion Carried

d) Director Kane made a motion, seconded by Director Peters to authorize the Executive Director to transfer CD #15000135-1 in the amount of \$625,000 to the Illinois Funds Prime Investor Account with the accrued interest, and in addition, open a new Illinois Funds Prime Investor Account in the amount of \$625,000 for CD# 15000136-1 for Malcolm Martin Memorial Park as required by the donation agreement dated June 7, 2005 for separation of funds.

Roll Call Vote:

Jerry Kane	Aye	Pam Hogan	Aye
Gene Peters	Aye	Earl McDowell	Aye
Harold Byers	Absent	Paul Evans	Absent

4 Ayes, No Nays, 2 Absent. Motion Carried.

e) Larry Rose from AKS presented the Board with the audit.

Executive Director Buehlhorn introduced Larry Rose from Allison, Knapp and Siekmann, who presented the Board with the 2005 audit. The management letter and changes were discussed. Executive Director Buehlhorn and Rose both confirmed that all changes had been made as of this date. Executive Director Buehlhorn noted the only exception was the CD tracking and that it would be completed within the week.

Director Kane questioned the accrual of the sick pay as indicated. It was explained that according to the new GASB Statement 16, it was considered an expense and a liability, and therefore must be recorded.

Director Kane made a motion, seconded by Director McDowell to accept the audit as presented.

Voice Vote 4 Ayes, 0 Nays, 2 Absent. Motion Carried

IV. Executive Director's Report

President Hogan asked Executive Director Buehlhorn to present his report. Executive Director Buehlhorn addressed the Board on issues that have taken place in the past month, to include the rezoning of Malcolm Martin Memorial Park in the City of East. St. Louis, and also the Planning Commission hearing on the site plan for the new District offices on United Plaza Drive.

In addition the district will be applying for funds for two IDNR Bikeway Grants that will be due on March 1, 2006. The applications will be discussed under New Business.

V. Old Business

a) Employee Handbook

Executive Director Buehlhorn will be forwarding a revised employee handbook to the members of the Board for review prior to the next meeting. A resolution adopting the handbook will be on the next meeting agenda, providing all information is finalized in that time frame. Director Kane offered his assistance in completing the handbook. President Hogan passed out a listing of the current holidays in both Counties and requested they be referenced in some fashion during the review, if possible.

b) Report on Zoning Request to City of East St. Louis for Malcolm Martin Memorial Park

Executive Director Buehlhorn informed the Board that the final decision on the rezoning request on Trendley Avenue was to be acted on by the East St. Louis City Council on Thursday, January 12 at the regular Council meeting. He and Linda Baker will be confirming support members throughout the week, and assisting in formulation of the appropriate ordinance information regarding the classification of the property. In addition, Buehlhorn and Baker will be setting up 3 community forum meetings over the next few weeks to ascertain cultural, natural and historical information that will be placed in the interpretive areas of the site.

VI. New Business

a) Resolution 06-01 Re: Parks and Trails Committee

Executive Director Buehlhorn presented Resolution 06-01 in reference to the formation of a Parks and Trails Committee, and also the elimination of the Investment Committee, due to the fact that the Board makes the final decisions on all investments.

Director Kane made a motion, seconded by Director Peters to approve Resolution 06-01 as presented.

Voice Vote 4 Ayes, 0 Nays, 2 Absent. Motion Carried

President Pamela Hogan then appointed the former members of the Investment Committee Gene Peters, Harold Byers, Paul Evans, and Earl McDowell to the Parks and Trails Committee, and named Gene Peters as the Chair of the Committee.

b) Proposed Bikeway applications for March 2006

Executive Director Buehlhorn and Planner Bryan Werner gave a brief presentation on their proposed applications for 2006 IDNR Bikeway Grants. The first grant would be for the completion of the Trail from the McKinley Bridge, north to the connection at 20th Street in Granite City. This would complete our required terminus per our IDOT agreement with GRG on the McKinley Bridge project.

The second application would be a potential extension of the Levee Trail from Cargill Road, north along the existing levy towards the Eads Bridge. The exact length of the proposed trail northward will be determined in the upcoming weeks with assistance from Juneau Associates, Inc.

Discussion followed regarding MCT's plans for the McKinley Bridge tie in. The consensus was that the Riverfront Trail from Cargill Road to the McKinley Bridge be reviewed by the Park and Trail Committee and a reasonable application be made to IDNR on behalf of both County members of the District.

c) Upcoming Legislative Session

Executive Director Buehlhorn stated that conversation he has had with John Papa, attorney for the District for Malcolm Martin Memorial Park, that they will be considering a legislative change that will allow the District some leeway in future properties purchased by the District.

d) Report of District Engineer on Projects

In the absence of District Engineer Bill Baudendistel, Executive Director Buehlhorn gave a short presentation to the Board on the estimated completion date of the new office facility on United Plaza Drive. The time frame currently calls for substantial completion on or near November 1st 2006.

Buehlhorn also reported that the wells at Malcolm Martin Memorial Park have been removed. Juneau is now estimating the amount of earthwork needed for the project. They would hope to bring a proposal to the board for site work as early as March 2006.

VII. Public Discussion and/or Comment

Executive Director Buehlhorn noted that any members interested in attending Eagle days with the Illinois schools on Wednesday, January 11, should notify him. They will be meeting at the office sometime between 11 a.m. and 1 p.m.

VIII. Adjournment:

At 8:34 p.m. Director Kane made a motion, seconded by Director Peters to adjourn the meeting. All voted and the meeting was adjourned.

Next Meeting: Monday February 13, 2006 at 7:00 p.m., at the MEPRD district office 320 Regency Centre, Collinsville, Illinois.

**Respectfully Submitted,
Michael Buehlhorn
Executive Director**