

**METRO EAST PARK AND RECREATION DISTRICT**

320 Regency Centre, Collinsville, Illinois

**Minutes of March 13, 2006 Meeting 7:00 p.m.**

**Call to Order-** President Pamela Hogan called the meeting to order at 7:01 p.m.

**Attendance -** Roll call was taken.

Present were: Pam Hogan, St. Clair County  
Earl McDowell, St. Clair County  
Harold Byers, Madison County  
Via Telephone Jerry Kane, Madison County

Mike Buehlhorn, Executive Director  
Bryan Werner, Planner  
Ed Szewczyk, Attorney  
Bill Baudendistal, Juneau Associates  
Scott Lively

Absent were: Paul Evans, St. Clair County  
Gene Peters, Madison County

**Director Kane made a motion, seconded by Director Byers to approve the minutes from the February 13 Board meeting, February 28 Parks and Trails Committee meeting and the February 27 Public Hearing as one item as provided to the board.**

Voice Vote

3 Ayes No Nays 2 Absent 1 Aye via telephone Motion Carried

Director Kane made a comment that he was pleased with the new financial reports. Director Byers questioned the current interest rates with the Illinois Fund compared to the available local CD rates. Executive Director Buehlhorn commented that the local rates must also be collateralized and it sometimes drops the rate up to 10 basis points, but we will continue to monitor up until the time our CD's are up for renewal.

**Director Kane made a motion, seconded by Director Byers to approve the Consent Agenda as presented.**

Voice Vote

3 Ayes No Nays 2 Absent 1 Aye via telephone Motion Carried

President Hogan introduced Scott Lively from the firm of Ganim, Meder and Associates who gave an explanation of the new financial statements and compilations. Director McDowell asked about the paragraph pertaining to limited exposures, and Scott Lively explained that this was a normal accounting procedure.

**Director Evans present at 7:19 p.m.**

Executive Director Buehlhorn also explained that the assets of MMMP were a part of the District and would not show up as in the past. Director Byers questioned the high

depreciation number and Lively explained it will enter automatically at the end of each month, but has not been entered previously, hence the higher number. He also stated that the numbers that determined the depreciation numbers were taken from the information provided in the last audit. Director Kane asked about the pump house values, and it was explained those values were also taken from the audit. Questions were raised about the fixed assets at the park, and it was agreed that due to our Donation Agreement, it would be preferable to list them as a part of the park for future reference. There was no opposition to that change. Lively completed his presentation with no further questions.

**Director Evans made a motion, seconded by Director Kane to approve the payments and claims from January 2006 for MEPRD as presented.**

Roll Call Vote

Pam Hogan	Aye
Earl McDowell	Aye
Jerry Kane	Aye (via telephone)
Harold Byers	Aye
Paul Evans	Aye

4 Ayes No Nays 1 Absent 1 Aye via telephone Motion Carried

**Director Byers made a motion, seconded by Director Evans to authorize payments for MMMP for January 2006 as presented.**

Roll Call Vote

Pam Hogan	Aye
Earl McDowell	Aye
Jerry Kane	Aye (via telephone)
Harold Byers	Aye
Paul Evans	Aye

4 Ayes No Nays 1 Absent 1 Aye via telephone Motion Carried

**Director Evans made a motion, seconded by Director McDowell to authorize the Executive Director to transfer \$250,000 from the Illinois Fund account to the Bank of Edwardsville checking account for operation expenses for the MEPRD.**

Roll Call Vote

Pam Hogan	Aye
Earl McDowell	Aye
Jerry Kane	Aye (via telephone)
Harold Byers	Aye
Paul Evans	Aye

2 Ayes No Nays 1 Absent 3 Ayes via telephone Motion Carried

**Director Evans made a motion, seconded by Director Byers, that the staff be authorized to transfer CD #1024947919 (\$636,076.04) and CD #1033518919 (\$636,076.04) from the Bank of Edwardsville that when the CD's come due in the natural term they are**

**transferred to our respective Illinois Funds accounts for MEPRD and Malcolm Martin Memorial Park.**

Director Kane asked if we were authorizing the staff to have authority to reinvest the CD's if the rates were better than the Illinois Funds rates.

**Director Evans amended the motion to transfer the CD's if the funds being paid in the Illinois funds account exceed the interest rates of the CD's if they were to roll over. Director McDowell questioned if the amounts of both CD's were identical and Buehlhorn stated that they were both \$625,000 CD's purchased at the same time and rate, and we would have two additional CD's at \$1,000,000 that would also be identical in July and up for renewal. Director Byers accepted the amended motion and seconded.**

Roll Call Vote

Pam Hogan	Aye
Earl McDowell	Aye
Jerry Kane	Aye (via telephone)
Harold Byers	Aye
Paul Evans	Aye

4 Ayes No Nays 1 Absent 1 Aye via telephone Motion Carried

No additions were made to the Executive Directors report. Director Evans asked if there was any word on the enhancement grants, and Buehlhorn stated his belief is they would be announced shortly before the election, but no notifications have been announced at this time.

Executive Director Buehlhorn explained that our OSLAD grant has been approved and we are ready to proceed. There is a possibility, with approval from our grant representative Jan Nation, that we may be able to apply for an additional grant for utilities and other items, but we would need to have a grant in place that will score well. A meeting between staff and Juneau will be held to determine that position. Buehlhorn also explained the future use of the additional residual monies left from the property donation at MMMP can be used after the completion of the first grant.

Bill Baudendistel stated we had 10 bidders for the office building on United Drive and were reviewing the top 3 for compliance to our requirements. The apparent low bidder at this point is Calhoun Construction from Belleville. They are qualified to do work with the Capital development Board and SAFB, all insurance requirements have been met and are about \$300,000 below the estimates. At this point staff is currently pleased with the apparent low bid, but will continue to do additional checks before a recommendation is submitted to the Board of Directors. It was mentioned that a review should be completed towards the end of the week, and a recommendation would be given to President Hogan, who would then call a special meeting for this one issue.

Director Byers had a concern on the control over the change orders, and we are currently working on a pre-bid conference with all sub contractors to avoid many change orders.

Baudendistel addressed a question by Director Kane on the prevailing wage act and it was stated that this contract will be covered by it.

Director Byers questioned if the number of days would be of a concern for anyone. It was stated that it was not a requirement of the bid documents, but was listed as general information.

Director Evans asked what the next procedure would be. Baudendistel said after the board approval, a Notice of Award would be issued and then a Notice to Proceed. It was noted that there was a bond requirement and that would take some time. It is assumed we can begin construction within four weeks.

The payout schedule will be on a monthly basis with 10% withheld. A person will be on site for inspections and it is built in as a part of the contract. The exact person has not been determined yet that will be on site.

President Hogan asked about the warranty that would cover the building and Baudendistel will check and report to the board.

Resolution 06-03 is a Resolution to amend Resolution 06-02. The resolution adjusts the amount that can be applied for to IDNR for Bikeway Grants. The original resolution stipulates "\$200,000", and the changed resolution describes "available IDNR Funds."

A motion was made by Director Byers, seconded by Director Evans to adopt resolution 06-03 as presented

#### Roll Call Vote

Pam Hogan	Aye
Earl McDowell	Aye
Jerry Kane	Aye (via telephone)
Harold Byers	Aye
Paul Evans	Aye

4 Ayes No Nays 1 Absent 1 Aye via telephone Motion Carried

Executive Director Buehlhorn asked if the board would remove Board Item 8-C from the agenda, as he needs some additional time to acquire more accurate figures. There was no opposition.

Bill Baudendistel discussed the Public Hearing of February 27 and the applications forwarded to IDNR for Bikeway Grants. The first application was for a local match as a method of deferring some local costs for our ITEP grant. It has been returned by IDNR, and they have requested that we resubmit after the ITEP grant is awarded.

The second application was an acquisition grant for 27 parcels on the Scott Troy Trail and 22 parcels on the Woodland Trail Connection. Estimated costs for both are \$1,153,200. No deficiencies were found in this application and Jan Nation will be here for a review next week. We must have title reports for the Woodland Park Connection. They have been ordered.

Director Evans made a comment about an article in the OFallon Progress about an abandoned trestle on the old rail line in OFallon and the dangers that might exist in the future. It was noted that the city engineer, Dennis Sullivan, was at the Public Hearing.

IDOT has submitted the corridor protection plan for Route 3 and a portion of Malcolm Martin Memorial Park is affected and we currently have that information in house.

We are currently working with the Tri City Port District regarding our access for the McKinley Bridge to the 20<sup>th</sup> Street connection in Granite City. They have formed a committee to meet with the district and MCT to move the project forward.

There will be a meeting between the MEPRD and HOK this week for the Malcolm Martin Memorial Park to discuss the progress and other items that need to be addressed to move forward.

Executive Director Buehlhorn will be meeting with representatives from Century Brass Works, St. Clair County Transit District and their engineer to resolve property issues around the trail connections in that area.

Director Evans has heard some input on the eminent domain issues regarding the district. Buehlhorn stated that the MEPRD has no powers of eminent domain, but would not rule out contacting another entity on our behalf if a problem arises blocking a project. We would be using it for a different purpose, as opposed to development of retail property versus actual public use.

**At 8:35 p.m. Director Evans made a motion, seconded by Director McDowell to adjourn the meeting. All voted and the meeting was adjourned.**

**Next Meeting: Monday April 10, 2006 at 7:00 p.m., at the MEPRD district office 320 Regency Centre, Collinsville, Illinois.**

**Next Parks and Trails Committee Meeting is Tuesday April 10, 2006 at 6:00 p.m. at the MEPRD district office 320 Regency Centre, Collinsville, Illinois.**

**Respectfully Submitted,**

**Michael S. Buehlhorn/for Rene St. Peters**