

THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF THE BELLEVILLE PARKS AND RECREATION DEPARTMENT  
FEBRUARY 8, 2017

The Regular meeting of the Board of Trustees for the Belleville Parks and Recreation Department was called to order at 6:30 p.m. by Mr. Friederich, President of the Board.

Roll Call Board Members (Alphabetical Order) Ms. Marge Belt, Mr. Glenn Friederich, Mrs. Teresa Hessel, Ms. Dorothy Meyer, Mr. Tom Myatt.

Roll Call Staff Members (Alphabetical Order) Mrs. Debbie Belleville, Mr. Jason Poole

Weather Alert/Disaster Building Instructions

Mr. Friederich asked if everyone in attendance was aware of the weather preparedness plan in place. Mr. Friederich explained the storm instructions.

Previous Minutes

Mr. Friederich asked if there were any additions or corrections to the minutes for the January 11, 2017 meeting. Ms. Belt made a motion that the minutes for January 11, 2017 be placed on file, the motion was seconded by Mrs. Hessel. All members voted aye. Motion carried.

Introduction of Guests and Public Participation

None.

Correspondence

None.

Claims

Ms. Belt made a motion that the claims for the month of January, 2017 be paid, the motion was seconded by Mr. Myatt. A roll call vote was taken with all members voting aye. Motion carried.

Summary of Fund Balances

Ms. Belt made a motion to have the finance reports for the month of January, 2017 placed on file, the motion was seconded by Mrs. Hessel. All members voted aye. Motion carried.

Bids

Mrs. Belleville provided the board members with copies of the bid tabulation sheets for the Tour de Belleville shirts. Mrs. Belleville stated the bid was informal due to the cost being estimated under the \$10,000.00 requirement for the formal bid procedure and council approval. Mrs. Belleville explained that the totals on the sheets were calculated by using sizes and quantity ordered last year. Mrs. Belleville stated that Artwear would be the lowest bid in the amount of \$7,807.80. Discussion was held on the t-shirt bids received. Ms. Meyer made a motion to accept the bid for the 2017 Tour de Belleville T-Shirts as presented from Artwear in the amount of \$7,807.80, seconded by Mrs. Hessel. All members voted aye. Motion carried.

Director's Report

Mrs. Belleville informed the board members she has been trying to finalize the Citizen's Park Facility Use Concession Agreement. Mrs. Belleville stated there were some questions from the Citizen's Park Committee and she has been working with the city attorney to address them. Mrs. Belleville stated she hopes the agreement will be finalized this month.

Mrs. Belleville informed the board members that the theme selected for the 2017 Tour de Belleville is an honor to Scott Air Force Base for their 100<sup>th</sup> year anniversary. Mrs. Belleville stated the shirt will be ash grey with some reflective ink and red, white, blue coloring as well. Mrs. Belleville stated the date will be Friday, July 14, 2017.

Mrs. Belleville stated registration is coming in steady for the Daddy Daughter Dance. Mrs. Belleville stated the date will be Saturday, March 4, 2017. Mrs. Belleville stated there are approximately 300 registered to date.

Mrs. Belleville provided the board members with a Facility Use Agreement with Lindenwood for the use of Southside Park ball diamonds. Mrs. Belleville stated that since they are requesting field prep there will be \$1000.00 fee. Discussion was held on Southside Park. Ms. Meyer made a motion to enter into contract with Lindenwood for the use of Southside Park ball diamonds, seconded by Mrs. Hessel. All members voted aye. Motion carried.

Assistant Director's Report

Mr. Poole informed the board members that utility services to the Southside Improvement building are still active. Mr. Poole stated in an effort to save money there has been discussion on possibly shutting the services off at this time. Ms. Meyer asked if the building will be torn down. Mr. Poole stated no decisions have been made at this time that he is aware of. Discussion was held on the Southside Improvement building.

Mr. Poole informed the board members that he receives numerous calls during the summer months for groups wishing to volunteer for projects. Mr. Poole stated if any of the board members have any ideas or suggestions for volunteer opportunities please feel free to contact him. Discussion was held on possible volunteer opportunities.

Additional New Business

Mr. Poole informed the board members that Mr. Bill Polka of the Rose Society would like to do a renovation at West End Square. Mr. Poole stated the rose garden use to be on the North and South side of Main Street. Mr. Poole stated the South side of Main Street is heavily shaded and not ideal for roses so they have focused on the North side. Mr. Poole stated that the Rose Society would like to renovate the North side and there will need to be a declining pin oak tree removed as well as all of the brick pavers and the existing bed that is there. Mr. Poole informed the board members that the parks maintenance staff will do all of the removal with exception of the tree. Mr. Poole stated the tree removal will need to be professionally removed due to the location. Discussion was held on the Rose Society request for renovations.

Old Business

None.

Executive Session

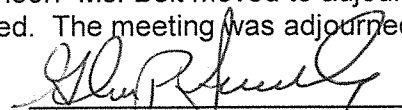
None.

Questions From the Floor

None.

Adjournment

Hearing no further New Business, Old Business or Questions from the Floor. Ms. Belt moved to adjourn the meeting, seconded by Mr. Myatt. All members voted aye. Motion carried. The meeting was adjourned at 6:52 p.m..



Mr. Glenn Friederich  
President of the Board



Mrs. Debbie Belleville  
Director of Parks and Recreation

  
Notary Public

Subscribed and sworn before me this 9th day of March, 2017:

