

**CITY OF O'FALLON**  
**Park & Environment Committee**  
**March 9, 2009**  
**5:15 p.m.**  
**Mayor's Conference Room**

Minutes of a regular meeting of the Parks & Environment Committee of the City of O'Fallon, held in the Mayor's  
Conference Room, City Hall, 255 S. Lincoln, O'Fallon, Illinois March 9, 2009

**I. Attendance:** MEMBERS  Albrecht (7)  Renner (5)  Polites (2)  
 Drolet, N (6)  Reckamp (3)

**II. Council:** True; Medford; Schmitz  
**Park Board:** Kasten  
**Guests:**  
**Staff:** Rich, Funk; Denton; Hutchison  
Meeting called to order at 5:25 p.m.

**III. Minutes:**  
**Motion:** Polites motion to approve the minutes from January 12, 2009 Meeting.  
**Second:** Drolet  
**Approved:** All

**IV. Items**

**Item 1 Award Contracted Mowing Bid**

The City of O'Fallon mowing sites were separated into three categories and the bid opening occurred on March 3, 2009. In an effort to insure qualified contractors are retained, each contractor was asked to complete a pre-bid checklist as part of the bid and provide proof of these items within 24 hours of the bid as necessary. After the bid tabulation sheet was completed, staff contacted the appropriate low bidder for each Category and performed a review of the checklist to verify the Contractor has met all of the requirements.

As such, staff would like to recommend awarding the contracts to the following Contractors for the appropriate categories:

Category I (High Visibility Sites/2"-3"): Cobblestone Landscaping, Caseyville, IL\$440 per mowing cycle

Category II (Detention Sites/3"-4"): Cobblestone Landscaping, Caseyville, IL \$600 per mowing cycle

Category III (St Ellen/Hartman Bike Path): Hank's Excavating & Landscaping, Belleville, IL \$835 per mowing cycle

The Green Machine Lawn & Landscaping was the low bidder for Category I & II, but failed to provide the required pesticide license as specified in the bid packet.

Landscapes Unlimited was the next bidder for Category I but failed to provide the required pesticide license as specified in the bid packet.

Cobblestone Landscaping and Hank's Excavating & Landscaping provided proof of all necessary items as specified in the pre-bid checklist.

**Motion:** Polites motion to award bid

**Second:** Reckamp

**Approved:** All

**Item 2 Budget Review: General Highlights**

**Cemetery 01.59**

- Down 1 Full-time Park Maintenance Position
- Supplement with ½ Park Maintenance, seasonal positions
- Purchase security system, new flags, access mats, new burial greens

**Park Fund-02.01 & 02.00**

- Purchase security system
- KCCC Basement Flooring
- Pavilion Revenue by site suggested in the future
- New Payroll category to provide more program expense detail
- Phase 3 Design Development Sport Park
- Re-stain Rotary Nature Center & purchase Kiosk, covered picnic tables and pavilion for dog park & install waterline,

**Park Fund-Sport Park 02.07**

- Utility/Vendor Cart
- Security System
- Support Soccer Storage Shed
- Bleachers
- Tow-Behind Mower

**Memorial Pool-02.03**

- Mandated Virginia Baker Pool & Spa Law: cost pending

ADJOURN Motion: Albrecht Second: Polites

Approved: All

PREPARED BY: MJ Hutchison