



CITY OF O'FALLON
Park & Environment Committee
AGENDA
March 9, 2015
6:00 p.m.
Public Safety Community Room

- I. CALL TO ORDER
- II. ATTENDANCE
- III. APPROVAL OF MINUTES
- IV. ITEM: Budget
- V. STAFF REPORTS

CITY OF O'FALLON
Park & Environment Committee
February 9,2015
5:30 P.M
Public Safety Building

Minutes of a regular meeting of the Parks & Environment Committee of the City of O'Fallon, held
in the Public Safety Building Community Room, 285 S. Seven Hills Rd, O'Fallon, Illinois
September 8, 2014

I. Attendance: MEMBERS

X	True, Chair (2)
X	Mouser, Vice Chair (3)
	Meile (1)
	Hagarty (3)
X	Cardona (5)
X	Holden (6)

II. Council: Albrecht; Bennett; Drolet; McCoskey; Roach
Park: Kasten
Guests: Pitts; Malare
Staff: Denton; Funk; Hutchison; Dallner
Meeting called to order at 5:30 p.m.

III. Minutes: September 8, 2014

Motion **Mouser** motion to approve the minutes September 8, 2014 Meeting
Second: **Cardona**
Approved: All

IV. Active Software: Superintendent of Recreation Andrew Dallner provided a tutorial of the Parks and Recreation Department's new registration system, [Active.network](#).

Staff presented the more popular segments of the software including how to search for a pavilion to rent on line, how to search for a recreation activity to participate in and how the system is more user friendly for our customers.

It was also explained the benefit for staff on the many options now available for communicating with our customers such as text messaging and mass emailing.

Report Review: December & January Park Maintenance

- Landscape & Small Tree Pruned
- Silt Fence installed and pitching mound repair
- Leaf collection and bed site development-2015
- Pavilion installation Savannah Hills
- 1205 Taylor opening

Recreation Report

- O & S 3-6 grade basketball
- Budget development
- Illinois Park & Recreation Conference in Chicago

- Kixx Spring soccer league
- Kixx Trivia Night
- DD Night prep; OTHS Field Contracts

ADJOURN Motion: Mouser
Second: Holden
Approved: All

PREPARED BY: MJ Hutchison Next Meeting: March 9, 2015 6:00 PM

Park Maintenance PERFORMANCE SUMMARY



GROUNDS MAINTENANCE

- The weekly custodial cycle in parks continued on off season schedule Litter, trash receptacles and bathrooms checked every other day or once per week. Open bathrooms cleaned and stocked once per week.
- Preventative equipment maintenance - - - oil and fluid changes for turf equipment and utility vehicles.
- Winter weather response - - - deicer applications and snow removal.

FACILITY MAINTENANCE

- Ongoing routine and preventative maintenance in all facilities

POOL AND SPLASH PAD

- Sites monitored but closed for season.

HORTICULTURAL / ARBORICULTURAL

- Bed maintenance started – cut ornamental grasses.
- Bed evaluation and maintenance planning
- Landscape design work and planning.

SPORTS FIELD

- Sports park baseball field maintenance- base alignment, batter's box repairs
- Soccer Goal Repair
- Fabricated base anchors
- Backstop boards painted
- Started laying out soccer and lacrosse fields

CEMETERY

- Performed 2 burial/grave opening.
- Performed 1 disinterment
- Backfill graves.

OTHER

- Seasonal crew leaders and assistant crew leader interviewed and hired.

Recreation Report

February 2015

Baseball and Softball

- Recruited coaches for baseball and softball summer leagues
- Conducted the Baseball/Softball Registration
- Ordered supplies for baseball

Sports Park

- Coordinated field maintenance for sports leagues
- Coordinated league for youth
- Registered teams for the adult softball leagues
- Started training employees for the 2015 concession season
- Ordered concession supplies and began inventory
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Summer Camp

- Taking applications for camp counselors

Recreation Programming

- Completed the youth employment job fair on Feb. 5th
- Completed the Garden Club Trivia Night and raised over \$9,000 for the club
- Completed the Mighty Ball Basketball program
- Started O & S 3 on 3 soccer league
- Coordinated Jr. Panthers Basketball game and practices

KiXX Soccer Club

- Coordinated Spring KiXX soccer league.
- Developed field schedule and training schedule

STYX Lacrosse Club

- Conducted tryouts for the Lacrosse team.
- Registered teams in the Missouri Amateur Lacrosse league
- Created field layout for the season

Other

- Updated the marquee in Community Park.