



CITY OF O'FALLON
Park & Environment Committee
AGENDA
September 8, 2014
5:30 p.m.
Public Safety Community Room

- I. CALL TO ORDER
- II. ATTENDANCE
- III. APPROVAL OF MINUTES
- IV. ITEM:
 - A. Award Bid Utility Work Machine
 - B. Class/Active Network Upgrade
- V. STAFF REPORTS

CITY OF O'FALLON
Park & Environment Committee
July 14, 2014
5:30 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 July 14, 2014

- I. Attendance:** MEMBERS X True, Chair (2)
 X Mouser, Vice Chair (3)
 X Meile (1)
 Hagarty (3)
 X Cardona (5)
 X Holden (6)

- II. Council:** Bennett; Cozad; Garrish; McCoskey; Roach
Park: Kasten
Guests: Pitts; Witter
Staff: Denton; Funk; Shekell; Hutchison
 Meeting called to order at 5:30 p.m.

- III. Minutes:** **May 12, 2014**
Motion **Mouser** motion to approve the minutes May 12, 2014 Meeting
Second: **Cardona**
Approved: All

- IV. Item:** Global Brew Proposal(GB)
Global Brew would like to participate in the adult recreational program at the Family Sports Park, starting by selling a selection of craft (draft and can) beers at the adult softball league which is hosted every Tuesday night.

Compensation

Global Brew will donate **20%** of our proceeds to the O' Fallon Parks Department each week. If we were to expand our relationship we would continue with this model for future events with the sports park. Global Brew reserves the exclusive right to all alcohol related sales at the O'Fallon Sports Park through July 31, 2015 in consideration for the increase of donation amount to 20%.

GB would begin with one stand or tent and, depending on requests add an additional stand if necessary. The designated serving areas will be marketed as the "Global Brew Beer Garden" or "Global Brew Party Pavilion."

Global Brew has secured a off-site catering endorsement on the dram shop insurance policy. The City of O'Fallon shall be listed as an additional insured on the policy with \$1,000,000 of coverage.

GB owns a refrigerated GB mobile van and have access to a trailer that can be brought out each week. We do all of the set up and selling, also breaking down and cleaning up any GB products that may be left behind. GB also assume responsibility for serving alcohol through our current insurance.

Committee Terms:

- 90 Day Contract: Fall League Only
- Adult Only Field Event
- Cancellation Clause within the contract
- RFP in winter 2015

ADJOURN Motion: Cardona

Second: Meile

Approved: All

PREPARED BY: MJ Hutchison

Next Meeting: August 11, 2014

PROJECT: Utility Work Machine

BID DATE: 8/25/14 8:30 a.m.

COMPANY	BID AMOUNT	BID BOND	CASHIER'S CHECK	OTHER (Money Orders, Etc.)	APPROVED BY COMMITTEE	APPROVED BY COUNCIL	DATE BID/TAB MAILED OUT	CONTRACT SIGNED	DATE CASHIER'S CHECK/ OTHER SENT BACK
Bobcats w/ bucket & snow blade	59,534.68								
Auger	4,640.76								
Angle Broom	5,886.45								
Pallet	850								

GROUNDS MAINTENANCE

- Continuation of weekly mowing cycle for the following locations: City Hall, Community Garden, Community Park, Hesse Park, Ogles Creek Park, Public Safety, Rock Springs Park, Sports Park, Thoman Park and Veterans Monument
- Broadleaf weed control at Sports Park – 1 application.
- I64 Mowing and Trash Collection
- The weekly custodial cycle in parks was continued. Litter, trash receptacles and bathrooms checked daily. Bathrooms deep cleaned Monday and Friday. All pavilions pressure washed and cleaned at least once per week on Friday – tables and adjacent grills also cleaned. Community Park pavilions pressure washed and cleaned Monday and Friday. Splash Pad and Splash Pad pavilion area checked and cleaned daily.
- South pond at Sports Park treated with algaecide
- North pond at Sports Park treated with herbicide for water primrose.
- New bleachers and shade structures in Red Quad (sports park) completed.

FACILITY MAINTENANCE

- Ongoing routine and preventative maintenance of facilities.

POOL AND SPLASH PAD

- Maintained for seasonal use.

HORTICULTURAL / ARBORICULTURAL

- Site support day with Garden Club on July 17th.
- Watered plants – beds at Sports Park, Public Safety, Community Park, City Hall and Thoman Park
- Watered trees – Sports Park
- Weed and maintain landscape beds

SPORTS FIELD

- Maintain fields for seasonal use – 8 ball fields at Sports Park, 6 ball fields at Community Park, 4 ball fields at Hesse Park and 5 ball fields at Shiloh. Maintenance includes dragging and lining for games/rentals and controlling weeds on infield surfaces. Infields at Community Park and Shiloh sprayed to control weeds and then pulverized 1 week later.
- Provide support for Sports Park tournaments.

CEMETERY

- Performed 3 burials/grave openings.
- Maintain grounds – turf maintenance, litter and trash.

GROUNDS MAINTENANCE

- Continuation of weekly mowing cycle for the following locations: City Hall, Community Garden, Community Park, Hesse Park, Ogles Creek Park, Public Safety, Rock Springs Park, Sports Park, Thoman Park and Veterans Monument
- Herbicide application to control weeds - spray sidewalk/curb cracks and buildings for weeds, gravel area in Community Park sprayed.
- I64 Mowing and Trash Collection
- The weekly custodial cycle in parks was continued. Litter, trash receptacles and bathrooms checked daily. Bathrooms deep cleaned Monday and Friday. All pavilions pressure washed and cleaned at least once per week on Friday – tables and adjacent grills also cleaned. Community Park pavilions pressure washed and cleaned Monday and Friday. Splash Pad and Splash Pad pavilion area checked and cleaned daily.

FACILITY MAINTENANCE

- Ongoing routine and preventative maintenance of facilities.

POOL AND SPLASH PAD

- Maintained for seasonal use.

HORTICULTURAL / ARBORICULTURAL

- Site support day with Garden Club – August 27th.
- Watered plants – beds at Sports Park, Public Safety, Community Park, City Hall and Thoman Park
- Watered trees – Sports Park
- Weed and maintain landscape beds

SPORTS FIELD

- Installed 17 soccer fields – Sports Park, Hesse and Three Springs
- Installed 20 mighty ball fields – Community Park
- Maintain fields for seasonal use – 8 ball fields at Sports Park, 6 ball fields at Community Park, 4 ball fields at Hesse Park and 5 ball fields at Shiloh. Maintenance includes dragging and lining for games/rentals and controlling weeds on infield surfaces.
- Provide support for Sports Park tournaments/leagues.

CEMETERY

- Performed 2 burials/grave openings.
- Maintain grounds – turf maintenance, litter and trash.

SPECIAL

- SAFB volunteers – sand and painted picnic tables at Community Park.

Recreation Report

July, August 2014

Baseball and Softball

- Administered the Bombers Select Baseball tryouts that were on Aug 2nd -9th
- Coordinated with Tournament Directors for the use of the sports park for the 2014.
- Registered teams for Adult 12" fall softball
- Finished up the baseball season and sent evaluations to coaches
- Coordinated umpires for the recreational league.
- Ordered supplies for baseball and coordinated the Fall O & S League

Sports Park

- Created Schedules for adult softball League
- Created and Lined New Soccer fields
- Organized sports park Youth and Adult Fall League
- Supervised staff for the sports park concession stand and Field Supervisor
- Scheduled last minute umpires for some leagues
- Finished up the Adult leagues and awarded league championship shirts to the winners
- Discussed soccer tournaments for Scott Gallagher soccer club
- Started selling concession to soccer participants at the sports park for SISL games
- Coordinated logistics for all Southern Illinois soccer games (SISL) at a rate of \$25 per game.

Recreation Programming

- Administered the Mighty Ball soccer program
- Started planning for the winter basketball season
- Created programs for the fall brochure
- Continually administered the Mighty Ball baseball and began planning for the fall Mighty Ball soccer program
- Planned and organized the fall O/S youth soccer season
- Started planning for the winter basketball season
- Coordinated rainouts and field issues for O/S Soccer
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KiXX Soccer Club

- Coordinated Fall KiXX soccer league.
- Created and took registration for the KiXX developmental league
- Lined KiXX Field
- Registered teams in soccer tournaments
- Handled logistics for the KiXX soccer tournament
- Attended KiXX advisory board meeting
- Attended SISL board meetings
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Other

- Created and distributed promotional material for fall programs.
- Updated the marquee in Community Park.

UP COMING PARKS AND RECREATION COMMUNITY EVENTS

- 1) Fantastic Fall Celebration on October 27 6-9pm. Live Music, Free hotdogs, Hay Rack rides, kids games all around the camp fire at Rock Springs Park.
- 2) Strange folk Festival: September 27 & 28
- 3) Movie in the park: Disney's Frozen sponsored by Chick Fil A, the O'Fallon Township and OPR. Event will include a bounce house, Chx Sandwiches and the princess characters will attend to sign autographs.