

**AGENDA**  
**REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS**  
**GRANITE CITY PARK DISTRICT, MAIN OFFICE**  
**2900 BENTON STREET**  
**WEDNESDAY, MARCH 12, 2025** **5:30 PM**

**ROLL CALL**

- I. MINUTES AND ATTACHMENTS OF THE REGULAR BOARD MEETING OF FEBRUARY 26, 2025.....pages 788-791**
- II. MINUTES AND ATTACHMENTS OF THE CLOSED SESSION OF FEBRUARY 26, 2025.....page 792**
- III. MINUTES AND ATTACHMENTS OF THE RULES, PERSONNEL POLICY MEETING OF MARCH 5, 2025.....pages 793**
- IV. COMMITTEE REPORTS .....N/A**
- V. COMMUNICATIONS**
  - A. Request to address the Board**  
None
  - B. Request for the use of facilities**
    - 1. Request from Metro East Worship Center to hold a service in Memorial Park on April 5<sup>th</sup>, 12<sup>th</sup>, and 19<sup>th</sup> from 9:00 AM until 10:00 AM.....page 794
  - C. Other**  
None
- IV. OLD BUSINESS**  
None
- V. NEW BUSINESS**
  - 1. Resolution 25-04 authorizing the Director of Parks to apply for 2025 Park Commission Funds from Madison County.....page 795
  - 2. Resolution 25-05 authorizing an agreement with Max-R for the purchase of nine (9) Park Location Signs.....pages 796-799
- VI. DIRECTOR'S REPORT**

**IF PROSPECTIVE ATTENDEES REQUIRE AN INTERPRETER OR OTHER ACCESS ACCOMMODATION NEEDS, PLEASE CONTACT THE GRANITE CITY PARK DISTRICT OFFICE AT 618-877-3059 NO LATER THAN 72 HOURS PRIOR TO THE COMMENCEMENT OF THE MEETING TO ARRANGE ACCOMODATIONS.**

**REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS  
GRANITE CITY PARK DISTRICT, MAIN OFFICE  
2900 BENTON STREET  
WEDNESDAY, FEBRUARY 26, 2025 5:30PM**

**I. ROLL CALL**

President Jones called the meeting to order at 5:30 PM. Commissioners answering Roll Call were Craig Sykes, Don Harris, Jenna DeYong, and Matt Jones. Commissioner Linda Ames was not in attendance. Employees in attendance were Director of Parks and Recreation Justin Brinkmeyer, Recreational Programming and Communications Coordinator Megan Dittman, Recreational Programming and Security Coordinator R.P. Phelps, Facilities Manager Joey Hall, Gardens and Memorials Supervisor Freda Bolling, Golf Course Manager and Professional Steve Finn, Attorney Ryan Robertson, and Secretary Stephanie Koishor.

**II. MINUTES AND ATTACHMENTS OF THE REGULAR BOARD MEETING OF FEBRUARY 12, 2025 (Pages 734-736)**

Motion to approve the Minutes and Attachments of the Regular Board Meeting of February 12, 2025 was made by Commissioner Don Harris, second by Commissioner Jenna DeYong. All Commissioners in attendance voted, "aye." Motion carried.

**III. COMMITTEE REPORTS (Page 737)**

- A. Finance Committee (Jenna DeYong, Chairman)  
None
- B. Engineering Committee (Don Harris, Chairman)  
None
- C. Municipal Relations Committee (Craig Sykes, Chairman)  
None
- D. Rules, Personnel Policies Committee (Linda Ames, Chairman)  
None

**IV. FINANCE REPORT (Pages 738-752)**

Motion to approve the Finance Report, as presented, was made by Commissioner Craig Sykes, second by Commissioner Don Harris. All Commissioners in attendance voted, "aye." Motion carried.

**V. TREASURER'S REPORT (Pages 753-771)**

Motion to approve the Treasurer's Report, as presented, was made by Commissioner Jenna DeYong, second by Commissioner Don Harris. All Commissioners in attendance voted, "aye." Motion carried.

**VI. COMMUNICATIONS**

**A. Request to address the Board**

None

**B. Request for use of facilities**

1. Request from Sister to Sister Outreach Ministry to use Centennial Pavilion and Shelter 5 to hold their annual "Juneteenth" event on June 19, 2025 (Page 772)

This event has been held at this location in the past and Park District staff will set up six (6) canopy tents for them. Motion to approve the request, as presented, was made by Commissioner Don Harris, second by Commissioner Jenna DeYong. All Commissioners in attendance voted, "aye." Motion carried.

2. Request from Friends of The Library to use the Wilson Park Ice Rink to hold their annual book sale Tuesday, May 27th through Saturday, May 31st (Page 773)

Motion to approve the request, as presented, was made by Commissioner Craig Sykes, second by Commissioner Don Harris. All Commissioners in attendance voted, "aye." Motion carried.

**C. Other**

None

**VII. OLD BUSINESS**

None

**VIII. NEW BUSINESS**

1. Resolution 25-03 approving a new four year lease of Civic Park to the City of Granite City as part of the City of Granite City continued plan to revitalize downtown Granite City (Pages 774-779)

Motion to approve the Resolution, as presented, was made by Commissioner Jenna DeYong, second by Commissioner Don Harris. Via Roll Call, Commissioners Jenna DeYong, Don Harris, and Matt Jones voted "aye" and Commissioner Craig Sykes voted "no." Motion carried.

**IX. MAINTENANCE REPORT**

**X. GARDENS REPORT (Page 780)**

**XI. RECREATION REPORT (Page 781)**

**XII. FACILITIES REPORT (Page 782)**

Pool Report (Page 783)

Ice Rink Report (Page 784)

Concessions Report (Page 785)

**XIII. GOLF COURSE REPORT (Page 786-787)**

-IHSA will hold the Girls' Regionals in September

-Multiple new tournaments have booked this year

-Opened for the season yesterday

**XIV. DIRECTOR'S REPORT**

**Project Update**

The Wilson Park Tennis and Pickleball project kicked off today due to ideal weather conditions. The contractor began removing the old fence fabric while our team removed our benches and put them in storage until the new courts are completed.

The splash pad construction started this week. I received two calls from residents in Westmoreland wanting information on the project since they noticed the orange construction fencing behind their yards. They were happy to learn about the project and hear accurate information instead of listening to rumors.

**Legacy Equipment Loan**

I have contacted a few local financial institutions regarding loan options for upgraded equipment at The Legacy. We must replace two green mowers, one utility mower, and our course sprayer. This equipment totals close to \$180,000, including the trade of our existing equipment. We paid off the previous four-year equipment loan in August 2024.

**Patriots In the Park**

We received confirmation today that the United States Air Force- Star Lifter Band will perform at Patriots In the Park this year.

**Booking Updates**

We have notified the few families that already had reservations at shelter #5 that beginning in July the playground will likely not be available. The site is being prepared for the installation of our new Universal Playground, which will open sometime in late fall.

Additionally, we will not take new reservations for the wedding gazebo date after June 30. The gazebo is becoming increasingly difficult to repair, and that gives us time to build a replacement without having reservations on the books.

**Vehicles**

In the coming days, we will be adding a few additional vehicles to our fleet. The City of Granite City recently replaced many of its detective and code enforcement vehicles, and graciously giving us a few of them that are in good condition.

There is a new sales tax that will impact skate and golf cart rentals, push carts, and range fees, so our prices will be going up. This tax would cost the Park District approximately \$18,000 in the next year.

We will soon see new signage purchased with 2024 PEP funding.

Upon completion of the Director's Report, Commissioners entered Closed Session at 5:53 PM and ended Closed Session at 6:41 PM. Closed Session Minutes are provided separately. All business concluded, Motion to adjourn the meeting was made by Commissioner Jenna DeYong, second by Commissioner Don Harris. Meeting adjourned at 6:41 PM.

/srk

Illinois Open Meetings Act  
Closed Meeting Certification  
(5 ILCS 120/2c)

1. Name of Unit of Government: GRANITE CITY PARK DISTRICT

2. Date and Time of Closed Meeting or Closed portion of a meeting:

February 26, 2025  
DATE

5:53pm - 6:41pm  
TIME

3. Names of all members of the public body present during the Closed Meeting or closed portion of the meeting:

Jenna Deyong,  Craig Sykes,  Linda Ames,  Matt Jones,

Don Harris, Others in Attendance: Justin Brinkmeyer, Stephanie Koishor,  
Ryan Robertson

4. Each specific exception cited for closing the meeting (5 ILCS 120/2c):

A. Personnel

B. \_\_\_\_\_

C. \_\_\_\_\_

5. For each of the exceptions cited, provide a general description of the subject matter discussed during the closed meeting or portion of a closed meeting:

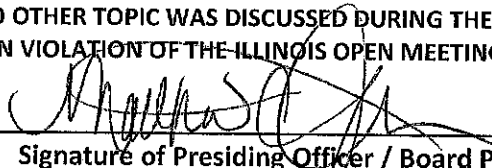
A. Job description

B. \_\_\_\_\_

C. \_\_\_\_\_

CERTIFICATION:

I CERTIFY THAT I UNDERSTAND SECTION 2 OF THE ILLINOIS OPEN MEETINGS ACT AND THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF NO OTHER TOPIC WAS DISCUSSED DURING THE CLOSED MEETING, OR CLOSED PORTION OF THE MEETING IN VIOLATION OF THE ILLINOIS OPEN MEETINGS ACT.

  
\_\_\_\_\_  
Signature of Presiding Officer / Board President

Stephanie Koishor  
Secretary

**RULES, PERSONNEL POLICIES MEETING OF THE BOARD OF PARK  
COMMISSIONERS  
GRANITE CITY PARK DISTRICT, MAIN OFFICE  
2900 BENTON STREET  
WEDNESDAY, MARCH 5, 2025 5:00PM**

Commissioners in attendance were Craig Sykes, Don Harris, Jenna DeYong, and Linda Ames. Commissioner Matt Jones participated by phone. Also in attendance were Director of Parks and Recreation Justin Brinkmeyer and Secretary Stephanie Koishor.

Justin Brinkmeyer provided the Board with a job description for the position of Superintendent of Operations and a Management Structure flow chart. The Superintendent of Operations will replace the Maintenance Supervisor and will act as a second in command for the Park District under the Director.

Commissioners approve of having less go directly to the Director and believe this is a professional model that provides employees with a clear-cut direction for questions, issues, and communication. Justin has spoken with current supervisors and they are in favor of the proposal. The Park District has unofficially functioned this way for a while and this position will make it official. Most HR tasks will still fall to the Director.

A discussion was had over posting the new position. It was decided that since we are promoting from within, that it is best not to post it and to have Justin call all applicants for the prior posting for the role of Maintenance Supervisor to explain the decision.

This restructuring will also provide additional opportunities for a current employee to take on a new responsibility and provide him with a raise to compensate for those responsibilities.

The Board is in favor of the plan.

With no further questions or comments, the Committee Meeting came to a close.

/srk



RECEIVED  
MAR 05 2025  
Granite City Park District

METRO EAST WORSHIP CENTER



RECEIVED  
MAR 05 2025  
Granite City Park District

To the Park Board, Pastor J. Harrell and members of the Metro East Worship Center are requesting permission to use the park at Madison Ave. and Niedringhaus ave. in Granite City Il.. We are calling all Pastors and Ministers, prayer warriors to come together for a prayer vigil for our City and Nation. We would like to thank you in advance for this opportunity to use your facility for the cause, I look forward to hearing from you. The dates April 5,12,19<sup>th</sup> from 9AM – 10AM .

Sincerely Yours

Metro East Worship Center

Contact Person: Sis. Giles

618-799-9139

**RESOLUTION 25-04**  
The Granite City Park District  
To Apply for Park Commission Funds  
From Madison County

WHEREAS, the Granite City Park District Board of Commissioners proposes to apply for 2025 PEP funds.

WHEREAS, the funding for the projects may exceed the actual amount granted from PEP funds in which the Granite City Park District agrees to fund the completion of the project from another source;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of The Granite City Park District authorizes the filing of the above listed applications to Madison County in adherence to all applicable rules and regulations of the PEP program; and

BE IT FURTHER RESOLVED that the Board of Commissioners of The Granite City Park District hereby directs and designates the Director of Parks and Recreation to act as the authorized representative in connection with the filing of the aforementioned applications and all concurrent meetings and hearings associated with the project approval process.

PASSED this 12th day of March, 2025.

APPROVED THIS 12th day of March, 2025.

\_\_\_\_\_  
Matthew Jones  
Board President

ATTEST:

\_\_\_\_\_  
Stephanie Koishor  
Secretary

**Resolution 25-05**

**A RESOLUTION APPROVING THE PARK DISTRICT TO ENTER AN  
AGREEMENT WITH MAX-R FOR THE PURCHASE OF NINE (9)  
PARK LOCATION SIGNS.**

WHEREAS, the Park District is purchasing nine (9) signs (“Sign Project”); and

WHEREAS, the Park District is desirous of obtaining professional services which will provide: nine park location signs.

WHEREAS, Max-R has presented the attached proposal and contract for all services needed to complete the “Sign Project”. The Contract outlining the purchase is attached to this Resolution as Exhibit A; and

WHEREAS, it is in the best interest of the citizens of the Granite City Park District that the Park District obtain Max-R services for the “Sign Project”.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE GRANITE CITY PARK DISTRICT:

1. That the Max-R contract, attached as Exhibit A, for services to complete the Sign Project is hereby found acceptable.
2. That the Park District Director is hereby authorized to execute the purchase of signs and contract with Max-R.

PASSED this 12<sup>th</sup> day of March, 2025.

APPROVED this 12<sup>th</sup> day of March, 2025.

\_\_\_\_\_  
President

ATTEST

\_\_\_\_\_  
Secretary



## WHAT CAN YOU EXPECT NEXT?

### DOWN PAYMENT

If a down payment is required, our Accounting team will send you an invoice within 3-5 business days of approving your order confirmation. You will need to make any necessary payments at that time. Prompt response and payment will help ensure timely completion of your order. Down payments are typically required when

- You're A New Customer
- You're An Existing Customer That Has Not Ordered in 5 Years
- The Terms Are Not Net 30
- The Order is Over \$5,000

### RELEASED TO PRODUCTION

Your order will be added to our production schedule after approvals are final, including payment, if terms apply. Status updates are available upon request throughout the production process.

*\*Revisions or cancellations made after final approval must be submitted in writing, and additional fees may apply.*

### DISCUSSING THE DETAILS

Please reach out to your Sales Rep or Customer Success Specialist to clarify shipping terms or best determine your location's delivery needs.

### SHIPPED WITH CARE

Freight is routinely delivered on a 53' long trailer. Urban areas, residential neighborhoods, or schools typically require transferring to a smaller delivery truck for final delivery. Depending upon the size of your order and the capabilities of your receiving location, different delivery options may be necessary. Limited Access \$75

- Volume shipments are typically contact-less, wherein you are responsible for removing your products from the truck.
- LTL (less than truckload) shipments are typically offloaded by the driver.

*\*All shipping methods may experience unplanned delays (weather, local government events, acts of god). The Prestwick Group will try to account for possible delays, but cannot provide guarantees and are not responsible for late deliveries.\**

### SCHEDULING DELIVERY

Our third-party carries will call to confirm their estimated delivery window. If you require a specific date and time for delivery, please notify your Sales Rep or Customer Success Specialist. **If a delivery appointment or phone notification is NOT needed, please specify receiving hours.**

- Call Ahead - Included at No Charge
- Delivery Appointment - \$75
- Liftgate (motorized platform on the back of the truck) - \$100
- Driver Assistance (includes liftgate and driver offload) - \$190

*\*Additional services, such as inside delivery, unpacking, placement, etc., may be available for an additional premium.*

### SHIPMENT & NOTIFICATION

Once your items are ready for shipment, we will provide you with tracking information. All items are dispatched from our headquarters in Sussex, WI. The estimated transit time is approximately 2-4 days, depending on the destination.

Please note any rips, holes, or damages to the packaging on the carrier's paperwork when signing for the shipment. **Report shipping damage within 48 hours** of accepting delivery to your Customer Success Team or Sales Rep.

- Postponing expressed on-site requests may result in storage fees.
- Returned orders will have associated shipping fees assessed upon reshipment.
- Addition of services after shipment or inability to reach noted contact may result in storage fees with the carrier and delayed receipt.



Scan or go to [prestwick-group.com/help](https://prestwick-group.com/help) for answers to frequently asked questions, care & maintenance recommendations, and brief shipping info. Please reach out to our Customer Success team for assistance. We're always happy to help!



QUOTE: 62547 - Park Signs 2025 (188429)

<b>Account Name</b>	Granite City Park District	<b>Ship Via</b>	-	<b>Rep</b>	7GOV1
<b>Contact Name</b>	Justin Brinkmeyer	<b>Terms</b>	Net 30	<b>Created By</b>	Ryn Soper
<b>Phone</b>	618-877-3059	<b>PO Number</b>	-	<b>Created Date</b>	2/12/24
<b>Email</b>	jbrinkmeyer@graniteparkdistrict.com	<b>Tracking Email</b>	-	<b>Expiration Date</b>	4/30/25
<b>Bill To:</b> jbrinkmeyer@graniteparkdistrict.com		<b>Ship To:</b>		<b>Shipping Contact Information:</b>	
Granite City Park District 2900 Benton St Granite City, Illinois 62040 United States		Granite City Park District 2900 Benton St Granite City, Illinois 62040 United States		<b>Full Name</b> Justin Brinkmeyer <b>Phone Number</b> 618-877-3059	
Qty.	Product	Short Description - Full details outlined on product spec sheets when applicable		Unit Price	Line Total
1	SIGN	[146529] INFORMATIONAL SIGN - SHAPE F - DOUBLE SIDED - 0.75X60X47 - GREEN WHITE GREEN MARINE BOARD - INSET BORDER - SINGLE (BOTH SIDES) POST		\$2,442.00	\$2,442.00
1	SIGN	[181525] INFORMATIONAL SIGN - SHAPE F - SINGLE SIDED - 0.75X60X47 - GREEN WHITE GREEN MARINE BOARD - INSET BORDER - SINGLE (BOTH SIDES) POST		\$1,660.00	\$1,660.00
1	SIGN	[181526] INFORMATIONAL SIGN - SHAPE F - DOUBLE SIDED - 0.75X60X47 - GREEN WHITE GREEN MARINE BOARD - INSET BORDER - SINGLE (BOTH SIDES) POST		\$2,446.00	\$2,446.00
1	SIGN	[181527] INFORMATIONAL SIGN - SHAPE F - DOUBLE SIDED - 0.75X36X24 - GREEN WHITE GREEN MARINE BOARD - INSET BORDER - SINGLE (BOTH SIDES) POST		\$1,047.00	\$1,047.00
1	SIGN	[181528] INFORMATIONAL SIGN - SHAPE F - DOUBLE SIDED - 0.75X36X24 - GREEN WHITE GREEN MARINE BOARD - INSET BORDER - SINGLE (BOTH SIDES) POST		\$1,055.00	\$1,055.00
1	SIGN	[181530] INFORMATIONAL SIGN - SHAPE F - DOUBLE SIDED - 0.75X36X24 - GREEN WHITE GREEN MARINE BOARD - INSET BORDER - SINGLE (BOTH SIDES) POST		\$1,047.00	\$1,047.00
1	SIGN	[181531] INFORMATIONAL SIGN - SHAPE F - DOUBLE SIDED - 0.75X36X24 - GREEN WHITE GREEN MARINE BOARD - INSET BORDER - SINGLE (BOTH SIDES) POST		\$1,039.00	\$1,039.00
1	SIGN	[181532] INFORMATIONAL SIGN - SHAPE F - DOUBLE SIDED - 0.75X36X24 - GREEN WHITE GREEN MARINE BOARD - INSET BORDER - SINGLE (BOTH SIDES) POST		\$1,033.00	\$1,033.00
1	SIGN	[181533] INFORMATIONAL SIGN - SHAPE F - DOUBLE SIDED - 0.75X36X24 - GREEN WHITE GREEN MARINE BOARD - INSET BORDER - SINGLE (BOTH SIDES) POST		\$1,047.00	\$1,047.00

Company Address W248N5499 Executive Drive  
Sussex, Wisconsin 53089  
USA

Phone (800) 505-7926  
Organization (Fax) 888-868-7164

1	SIGN	[181534] INFORMATIONAL SIGN - SHAPE F - DOUBLE SIDED - 0.75X36X24 - GREEN WHITE GREEN MARINE BOARD - INSET BORDER - SINGLE (BOTH SIDES) POST	\$1,039.00	\$1,039.00
			<b>Subtotal</b>	<b>\$13,855.00</b>
MR-Disc	CUSTOMER DISCOUNT (CONTINGENT ON MEETING THE PAYMENT TERMS) GOODBUY CONTRACT 24-25 4V000			-\$1,108.40
S/H	SHIPPING & HANDLING - **ADDITIONAL SERVICES AVAILABLE UPON REQUEST (CHARGES MAY APPLY)** DK 62547			\$979.40
			<b>Grand Total</b>	<b>\$13,726.00</b>

*Per US tax law, we're required to collect sales tax in the majority of states. If applicable, sales tax will be applied upon invoice.*

My signature on this quote verifies that I have approved this order and all information is accurate.

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_