

VILLAGE PRESIDENT
Ray Danford

VILLAGE CLERK
Jerry Menard

VILLAGE TRUSTEES
Rita Baker
Charlie Mattern
Kevin Groth
Corby Valentine
Steve Smith
Tony Miller

VILLAGE OF FREEBURG

FREEBURG MUNICIPAL CENTER
14 SOUTHGATE CENTER, FREEBURG, IL 62243
PHONE: (618) 539-5545 • FAX: (618) 539-5590
Web Site: www.freeburg.com

VILLAGE ADMINISTRATOR
Dennis Herzing

VILLAGE TREASURER
Bryan A. Vogel

PUBLIC WORKS DIRECTOR
Ronald Dintelmann

POLICE CHIEF
Melvin E. Woodruff, Jr.

VILLAGE ATTORNEY
Stephen R. Wigginton

February 15, 2008

NOTICE

MEETING OF THE PUBLIC PROPERTY COMMITTEE (Streets/Municipal Center/Pool/Parks & Recreation) (Miller/Baker/Valentine)

A Public Property Committee Meeting of the Village of Freeburg will be held at the Municipal Center, Executive Board Room, on Wednesday, February 20, 2008 at 6:30 p.m.

PUBLIC PROPERTY COMMITTEE MEETING AGENDA

SWIMMING POOL:

- A. Old Business
 - 1. Fundraising
 - 2. Pool bids
- B. New Business
 - 1. PTO Spring Carnival Request

- A. Old Business
 - 1. Approval of 1/16/08 minutes
 - 2. Streetscape – HMG/N. Main Street Drainage Problem
 - 3. Swipe Card Access
 - 4. Code revision for lot grades
 - 5. Ditch cover - Potter/Walnut Street
 - 6. Industrial Park
 - 7. MFT
 - 8. Rogers home
 - 9. Drainage around Jerry Menard's home
 - 10. Stop sign at grade school
- B. New Business
 - 1. Lawn mowing bids
 - 2. Easter Egg Hunt - Request to use Village Park by Women's Club
- C. General Concerns
- D. Public Participation
- E. Adjourn

At said Public Property Committee Meeting, the Village Trustees may vote on whether or not to hold an Executive Session to discuss potential litigation [5 ILCS, 120/2 - (c)(11)]; the selection of a person to fill a public office [5 ILCS, 120/2 - (c)(3)]; personnel [5 ILCS, 120/2 - (c)(1) a.]; or real estate transactions [5 ILCS, 120/2-(c)(5)].

VILLAGE BOARD OF TRUSTEES MEETINGS ARE HELD ON THE FIRST AND THIRD MONDAY OF EVERY MONTH

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Public Property Committee Meeting
Streets/Municipal Center/Pool/Parks & Recreation
(Miller/Baker/Valentine)
Wednesday, February 20, 2008 at 6:30 p.m.

The meeting of the Public Property Committee was called to order at 6:32 p.m. on Wednesday, February 20, 2008, in the Municipal Center. Those in attendance were Trustee Tony Miller, Trustee Rita Baker, Trustee Corby Valentine, Mayor Ray Danford, Village Clerk Jerry Menard, Administrator Dennis Herzing, Public Works Director Ron Dintelmann, Assistant Public Works Director John Tolan and Office Manager Julie Polson. Guests present: Bill Reichert and Lisa Meehling of EWR, Scot Hunsaker of Counsilman-Hunsaker and Janet Baechle.

SWIMMING POOL: OLD BUSINESS:

1. Fundraising: Nothing new.
2. Pool bids: Nothing new.

NEW BUSINESS:

1. PTO Spring Carnival Request: *Trustee Rita Baker motioned to recommend to the full Board we donate two 10-day swimming pool passes to the PTO Spring Carnival and Trustee Corby Valentine seconded the motion. All voting aye, the motion carried.*

Chairman Tony Miller advised that he had been approached by FCAA for a donation request for Trivia Night. *Trustee Rita Baker motioned to recommend to the full Board we donate two 10-day swimming pool passes to the FCAA Trivia Night and Trustee Corby Valentine seconded the motion. All voting aye, the motion carried.*

STREET: OLD BUSINESS:

1. Approval of 1/16/08 minutes: *Trustee Rita Baker motioned to approve the January 16, 2008 minutes and Trustee Corby Valentine seconded the motion. All voting aye, the motion carried.*
2. Streetscape – N. Main Street Drainage Problem: Nothing new.
3. Swipe Card Access: Nothing new.
4. Code revision for lot grades: Nothing new.

Street Committee Meeting Minutes
Wednesday, February 20, 2008
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5. Ditch cover - Potter/Walnut: Ron advised that Jeff is working on this project. Ron will order the grates which will be installed with a flare-in section, similar to the one installed on MaryAnn Court. It should be done by the next committee meeting.

6. Industrial Park: Dennis advised he needs to set up a meeting with Bill Holtzmann.

7. MFT: The Resolution for MFT was attached to the packet. The main issue discussed was whether we want to oil and chip the roads with slag or limestone. Slag is dusty at the beginning and limestone gets dusty after several weeks. Limestone stays dustier longer but is less expensive than slag. The committee discussed laying purple trap rock on Main Street and Ron advised it would cost approximately \$7,000 more to do that. The committee agreed to use slag.

Trustee Rita Baker motioned to recommend to the full Board approval of the 2008 MFT not to exceed \$170,000.00 and Trustee Corby Valentine seconded the motion. All voting aye, the motion carried.

8. Rogers' home: Dennis sent the letter to Ms. Rogers and has not heard from her.

9. Drainage around Jerry Menard's home: John Tolan reviewed Jerry's situation and Jeff will dig up where it is washing out. Ron and John need to discuss what to do with the actual ditch itself.

10. Stop sign at grade school: This will be addressed at a later time.

NEW BUSINESS:

1. Lawn mowing bids: *Trustee Rita Baker motioned to recommend to the full Board the Village of Freeburg go out for lawn mowing bids and Trustee Corby Valentine seconded the motion. All voting aye, the motion carried.*

2. Easter Egg Hunt: *Trustee Rita Baker motioned to recommend to the full Board the Freeburg Women's Community Club use the Village Park on March 15, 2008 for their annual Easter Egg Hunt and Trustee Corby Valentine seconded the motion. All voting aye, the motion carried.*

Ron stated he would like to advertise for summer hire. *Trustee Rita Baker motioned to recommend to the full Board we advertise for summer help and Trustee Corby Valentine seconded the motion. All voting aye, the motion carried.*

Ron said we need to get spring clean up scheduled if it is to be done this year. *Trustee Rita Baker motioned to recommend to the full Board Spring Clean Up be held Friday, April 11, 2008 through Monday, April 14, 2008 and Trustee Corby Valentine seconded the motion. All voting aye, the motion carried.*

Ron asked if we were going to repair the baby pool with temporary piping that would be put in to keep repairs at a minimum. He said the Health Department would have to be notified. The committee agreed with this course of action.

Tony questioned the culvert on St. Clair and Ron advised that is one of the projects that Jeff is working on. It will be done within the next week or so depending on the weather. The street at Phillips and Main is also being patched and will look at repairing it under MFT.

Rita said we need to re-hire the pool managers for the upcoming season. *Trustee Rita Baker motioned to recommend to the full Board the co-managers for the pool be hired with an \$80.00 raise from last year and Trustee Corby Valentine seconded the motion.* All voting aye, the motion carried.

EWR/Councilman-Hunsaker Meeting: Tony said now we will work giving EWR/Councilman-Hunsaker input on what we want done. A copy of the list of potential areas to look at from the Committee as a Whole meeting on February 4, 2008 was distributed to all present and reviewed by Tony. They include: 1. What type of pool/aquatic center is needed in Freeburg; 2. Current pool - repair/renovation/expansion at existing location; 3. If pool needs to be replaced, there or new site; 4. Community Center; 5. Evaluation of recreational needs of current/future Village in the next 30 years; 6. Study of park facility itself, 7. Scope of recreational events, i.e. sporting (golf, bike trail, ice hockey) and outdoor entertainment venues (i.e., amphitheater); 8. Identify what recreational facilities that should be considered that we don't have. Ron advised the study of the park facility itself is up in the air. The park board was invited but unable to attend. Ron explained that the park district does not belong to the Village of Freeburg and only own the land where the current pool is. We don't know if the park board wants to spend the money to study the park district park and therefore, questioned if it should be in the scope of work now. Bill Reichert stated in his February 14, 2008 letter, he provided two options in addition to the aquatics study: 1. Study of potential outdoor recreation facilities in the park and prepare a master plan (add \$7,500); and 2. Study of indoor recreation potentials and space programming and a computer plan (add \$7,500). Bill stated it would be easier to do all at one time but we could always add the park facilities study at a later time. Scot Hunsaker said as far as understanding the needs of the community, under the Needs Analysis, they will be meeting with the public, individual user groups, whomever our steering committee is. He said in their scope, they will be comfortable identifying recreational components, i.e. gym, fitness. He said their scope will contain three options and could possibly choose of the three options to study a recreational component to be bundled with the aquatics. Or, we may choose to study an aquatic center that may not be site specific. Scot said he believes the current scope is adaptable to both the wet and dry conversation. He said with one of the options, we will define how much space is required, how much parking is going to be needed and will talk about general utility requirements appropriate to support those elements. Scot advised items not included in their scope is a utility analysis, geotech, really getting into the nuts and bolts of those sites. Bill advised that you will end up with plenty of information for our planning purposes. Scot said we are talking about more traditional recreation/aquatic programming and thinks they are very capable of giving us meaningful data.

Scot stated that all the information they collect will be brought back to the Village but they may not study all of the information. Bill stated the committee will be responsible for delegating priorities from the information that is collected. Scot advised that we are welcome to attend any of the meetings that they conduct.

A proposed agreement was included in the February 14, 2008 correspondence from Bill Reichert. Dennis asked does any of the discussion we had tonight change the proposal? He further said if everyone feels they have a good understanding of the scope of work, the proposed costs and agreement submitted here, and are comfortable with it, then the committee needs to decide if they want to move forward. Bill stated he believes everyone is pretty much in agreement with the scope. He said along with the current proposed plan, we will have to have a long-range plan to tell people what will be done in the future. The agreement can always be amended if we have another project that jumps out at us after gathering information. Scot provided a further explanation that we conduct the needs assessment and one of the wish list items is a facility that has an indoor gym, fitness area, meeting rooms, outdoor/indoor pool, he is comfortable with this scope identifying the construction costs, size of the parcel, the parking for that size of facility, and what the operating costs and revenues will be, and whether we can do it financially. That is included in the basic scope. What would not be in that scope is a village-wide bike trail, 18-hole golf course---things that are more of a master plan.

The feasibility study would be \$33,000. Corby stated if we entered this agreement, when do you propose getting started. Corby stated we do not have the money in this year's budget. Our new budget year starts April 1, 2008. Bill said they have tentatively set up the kick-off meeting on March 18, 2008. Mayor Danford said he thinks we need a little more time than that. Dennis said we need to work through the budget process and make sure there is a way to get this in the budget. Scot said they can accommodate our schedule. Corby said he sees a big advantage to start the pool study while the pool season is going on. Scot believes the optimal time is from April - July. The cost for the feasibility study is \$33,000.00 which includes three site visits and related travel expenses. Corby said we need to get a list to Bill of all the key people we need to invite to the meetings. Scot will get us their checklist so we can be working on that. The committee discussed possible dates to set up the meetings and it was agreed to hold the first meeting on Tuesday, April 8, 2008 at 8:00 p.m., with the all-day stakeholder meetings to be held April 9, 2008 here at Village Hall with groups being scheduled from 9:00 a.m. - 6:00 p.m., with a public meeting at 7:00 p.m., and should a continuation of that meeting be required, Thursday, April 10, 2008. A possible location for the public meeting will be the grade school or high school cafeteria.

GENERAL CONCERNS: Rita advised that she will not be at the Street Committee meeting on March 19, 2008 and Tony advised he won't either. That meeting was rescheduled to March 26, 2008 at 5:00 p.m. Rita and Tony will not be at the March 17, 2008 board meeting. Tony stated he ran into Louis Povolish and Ron said they have not forgotten him and will get to his repair as soon as possible. Tony also mentioned the annual IML Conference and putting money aside for that in the budget.

PUBLIC PARTICIPATION: Janet Baechle wants the parking lot at the pool striped. It will be looked at. She stated she can't understand how there is room for an aquatic center and Dennis said it depends on what type of aquatic center. Tony advised we have talked to the park board and they are willing to give us a little bit more land. Mayor Danford said the study may show a different location and that is the focus of this study.

ADJOURN: *Trustee Rita Baker motioned to adjourn the meeting at 8:05 p.m. and Trustee Corby Valentine seconded the motion. All voting aye, the motion carried.*



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Office Manager

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Public Property Committee Meeting
Streets/Municipal Center/Pool/Parks & Recreation
(Miller/Baker/Valentine)
Wednesday, January 16, 2008 at 6:30 p.m.

The meeting of the Public Property Committee was called to order at 6:29 p.m. on Wednesday, January 16, 2008, in the Municipal Center. Those in attendance were Trustee Tony Miller, Trustee Rita Baker, Trustee Corby Valentine, Trustee Steve Smith, Mayor Ray Danford, Village Clerk Jerry Menard, Administrator Dennis Herzing, Public Works Director Ron Dintelmann and Assistant Public Works Director John Tolan. Guest present: Janet Baechle.

SWIMMING POOL:

OLD BUSINESS:

1. Fundraising: Nothing new.
2. Pool bids: Nothing new.

Tony asked when the RFQs were supposed to be submitted and Dennis advised they are due the 18th. We will have them a week before the Committee as a Whole to review. Dennis advised Julie has sent out letters to all the kids who worked at the pool last year to see if they want to come back and has also talked to the managers. Tony said we can invite the managers to the meeting in February. Rita advised she has talked to them and they all want to come back.

NEW BUSINESS: None.

STREET:

OLD BUSINESS:

1. Approval of 12/19/07 minutes: *Trustee Corby Valentine motioned to approve the December 19, 2007 minutes and Trustee Rita Baker seconded the motion. All voting aye, the motion carried.*
2. Streetscape – HMG/Karla Thies Drainage Problem: Ron asked if we were committed to HMG for streetscape and Tony replied no, they were just the ones that brought it to our attention. Ron would like to look for someone else. Ron advised that he talked to Randy Kasper who advised the cleaned out ditch did not back up. There is still one area that needs to be cleaned. It was noted we did clean along the railroad tracks. Ron said something more might have to be done with that ditch when we start covering them up. Rhutasel was out there

Street Committee Meeting Minutes
Wednesday, January 16, 2008
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the other day looking to establish a route for the electric. Ron said it might be possible to get a sidewalk on the east side as part of the streetscape. We might talk to some of the owners to buy some strips of land to make the right-of-way larger to incorporate a sidewalk. Ron said you'll have to fill the ditch up by Kaspers. Ron also said we'll have to have a plan in order to apply for the grants and further stated we'll be able to do the sidewalk portion of the work ourselves but when it gets into box culverts, we don't have the equipment to do that ourselves. Ron advised the light at State and Main is not a crosswalk. Tony talked about the 3-5 year plan making Monroe a through street by MarketPlace.

3. Swipe Card Access: Dennis advised we have a meeting set up next week. Mel told Dennis the police department has been talking about new identification badges. The meeting with the firm next week is primarily to talk to them about equipment to make id badges, but they also do swipe card access. We will need to decide if we want badges for all employees, part-time employees, officials, etc. The firm did this for the Belleville Police Department and they were very pleased with it.

4. Code revision for lot grades: Nothing new.

5. Ditch cover - Potter/Walnut: Nothing new. Tony said we need to get this done before the spring rains get here.

6. Industrial Park: Dennis advised the closing is set for the 22nd. He has also been talking to Bill Holtzmann who is the guy that just annexed into the Village. His business is in the Belleville Industrial Park and he wants to expand and wants to consider building a new facility here. Mr. Holtzmann is looking for any incentives that we could offer. Dennis explained to him that some of the incentives that Belleville offered, we can't, i.e. enterprise zoned (so no sales tax), he probably also got some real estate tax abatement that the County was willing to give him as he came from Fenton, Missouri. Dennis told him we wouldn't be able to get those same incentives coming from Belleville to Freeburg. Total Titanium was different because they would be coming from Randolph County. Dennis asked for any ideas and advised he is a manufacturer who has a contract with Anheuser-Busch for their logo on Rubbermaid products. He does about 4.5M a year and is looking to build about a 20,000 square foot warehouse. Dennis is pursuing it but struggling with what incentives to offer him. Keep in mind he is still seeing what Freeburg/Belleville can offer. Dennis said he is perfectly fine with going back to Bill and advise him we can't offer any more. It was discussed possibly reducing his electric rate for a number of years. Dennis said another option would be to abate the Village's portion of his real estate tax, i.e. 90% first year, 80% second year, to eventually go away. Holtzmann would like to make a decision and start this spring which would also help for others to see the expansion/building out there. Dennis said he could get back with Bill, tell what we can't do, they say we could abate a portion of the tax bill over a certain number of years, plus reduction in electric rate, see if Bill is interested and then come back to committee to crunch numbers. Committee agreed either option wouldn't hurt. Dennis said he'll go back with the reduced electric rate over the first 5 years-----20, 15, 10 & 5 over five years. Committee agreed for Dennis to do that and see what Bill's response is.

7. MFT: Have not started MFT. Tony wants to have it done by the end of February and would really like the oiling to be done in July (the hot months). Dennis and Ron will get together shortly to have it done by next Street committee meeting. Ron said it needs to be

done before the budget. He advised IDOT is the one that puts it out for bid. Dennis and Ron will look at it and advise if they don't think they can get it done in the next couple of weeks.

8. Rogers' home: Dennis will send a letter expressing some interest on the part of the village and see how she responds.

9. Drainage around Jerry Menard's home: Nothing yet.

Tony asked if streets is over budget, and if so, where? Dennis hasn't looked at it recently. Debbie is making adjustments to distribute salaries appropriately. Ton's concern is being over in costs and materials and Dennis advised it is over in salaries. Dennis needs to check and see if adjustments were done. He stated the general fund can't afford what is truly spent in streets.

NEW BUSINESS:

1. Stop sign request from St. Joe's: Father Mark submitted a letter asking us to consider the 2 intersections at St. Joe's...he is asking for four-way stops as traffic comes through pretty fast. Mel doesn't have a problem with it. Steve advised he has been meeting with the schools talking about the Safe Route to School Program trying to get money. In Steve's conversations with Leo Hodak, Mr. Hodak expressed his concerns and agreed with wanting to slow the traffic down through that area. Rita felt if they requested it and the police agreed, to go ahead and do it. Dennis advised it would require an ordinance. He thinks the speed is more the problem than the volume.

Trustee Rita Baker motioned to recommend to the full Board that a four-way stop sign be placed at the intersection of Alton & White and the intersection of St. Clair & Alton and Trustee Valentine seconded the motion. All voting aye, the motion carried. Dennis will try to get the ordinance to the next board meeting.

Steve said this was talked about in the Personnel/Police Committee meeting last Wednesday--the topic of Dr. Hawkins requesting the intersection of the grade school parking lot, the library and Belleville St. a 4-way stop to slow down traffic. We are requesting a stop on the north/south and Mel is concerned because it is not a true intersection as the streets are a little offset. Tape ended.

2. Speed limit on SAVE Road: Tape resumed with this topic being discussed.

3. Highway Authority Agreement: Dennis said this is a standard situation when you have an underground storage tank that leaks fuel and it migrates under a public right-of-way, they are going to EPA asking for site specific clean up standards which is a fancy way of saying they are asking not to clean it up underneath the highway by Shaffer Tire. They also sent one of these agreements to IDOT. What this basically says is that we agree that we won't let anyone put a well in, use groundwater underneath that street, we are aware that it is contaminated so we will take necessary precautions should we ever need to dig into that street, but if we experience extra costs because of that, the owners of the site are responsible. It just crosses over Emily Street and possibly hits the edge of the bank's property line. They are required to get this from the Village and IDOT. Dennis confirmed if we accept this

agreement, we are held completely harmless for any liability associated with that contaminated dirt under our public right of way. It's paved over so it won't migrate much further. Dennis said the only problem he had with the document is there are a lot of mistakes in there, the references to the well numbers are wrong. He will point those out to them before signed....he will get a corrected agreement for signature.

Trustee Rita Baker motioned to recommend to the full Board this agreement be accepted and Trustee Corby Valentine seconded the motion. All voting aye, the motion carried.

The committee discussed the IDOT agreement to fix State Street and it was noted the cost to do this will be approximately \$500,000. IDOT is resurfacing only one side of the highway...the southbound lane. Ron said it has gotten much worse on the northbound lane. Tony wants us to contact them to come back out and look at the road before they start this work.

2007 Cable/Video Competition Law: Dennis explained that AT&T is going to provide cable tv service. We have the right to put as much fee on them as we currently put on Charter, up to a 5% fee and in looking at our contract with Charter, we only have a 3% fee. Rita asked if we could change it to 5% on everyone. Dennis advised the 5% is the statutory limit and advised these were the suggested ordinances from IML. Dennis said it used to be each cable company would have a franchise agreement with each town, but AT&T convinced Springfield to grant them a statewide agreement. IML was able to lobby saying that's okay, but we still get control on what is done in our right-of-ways and what we charge in our towns. AT&T sent us a package saying they are all in favor of protecting our rights. We can't stop them from providing the service in Freeburg but we need to pass the ordinance to be able to charge them. The other ordinance is much more expansive, the standard from IML, but Dennis wants to review it with Ron. There is a permit required for them to get in our right-of-way and a fee needs to be established. Ron is going to IMEA, he will see what other municipalities have established and we'll figure it out after Ron sees those.

Trustee Rita Baker motioned to recommend to the full Board both Cable/Video ordinances be approved pending Ron Dintelmann's review of the right-of-way ordinance and Trustee Corby Valentine seconded the motion. All voting aye, the motion carried.

GENERAL CONCERNS: Rita was asked by Tom Gaby when the village was going to give him the \$5,000. In the packet he received, it stated he had been chosen as an outstanding community leader with the American Hometown Leader's Award but it states the local government will receive the money. Dennis advised we have a copy of the check and it is made payable to the Village of Freeburg. After reviewing the file, Dennis said Bob Kell put the whole application together basing it on the SAVE water line. Tom was the chairman of the Water/Sewer Committee at the time. The award is such that it goes to the municipality and Mayor Danford agreed. Tom is of the opinion he was awarded the money. Tom told Tony that it was for the community center. Dennis said there is nothing in the file to indicate that but it may be what they discussed. Dennis said this has come up a number of times. It was decided to send a letter to Tom saying it was discussed at this committee, give the opinion that these funds should be spent on a village project and if he wants to discuss further, we have a Committee as a Whole meeting on the 28th.

Corby stated he is happy to see Sheets cleaning up the mess at 2 S. Monroe. Dennis advised there were complaints about debris flying off the trucks, the police went out and talked to Sheets' guys, they went out and cleaned everything up. Rita asked about 409 W. Washington and Dennis advised Mr. Crawford is supposed to be coming in this week and getting a demolition permit.

PUBLIC PARTICIPATION: None.

ADJOURN: *Trustee Rita Baker motioned to adjourn the meeting at 7:59 p.m. and Trustee Corby Valentine seconded the motion. All voting aye, the motion carried.*



Transcribed from tape by
Julie Polson
Office Manager



RECEIVED

FEB 08 2008

February 6, 2008

To Whom It May Concern:

The Parent-Teacher Organization of Carl L. Barton Elementary School, Freeburg is sponsoring the **Ninth Annual Spring Carnival**, to be held in May 2008. The 2007 carnival was a tremendous success. The carnival will be the same as last year, consisting of lunch, snacks, rides, games and a prize booth for over 800 children.

Please help us by contributing a prize item of at least \$10 or more, and/or a monetary donation to be used towards the purchase of such items.

You may mail your contribution to the Freeburg Grade School C/O the PTO CARNIVAL, at 408 South Belleville Street, Freeburg, IL 62243 or a carnival committee representative will be dropping by your business between March 10 – 31st to pick up contributions. (Please call Brenda at 539-2200, if you would like an item picked up.)

Any proceeds from our carnival will be used by the **PTO** for the benefit of future carnivals.

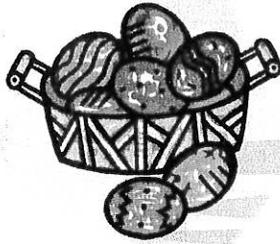
It takes a community working together to keep the school progressing as a quality education institution preparing its students for the future.

Thank you in advance for any contribution you may give, that will make our carnival a successful event.

Sincerely,

A handwritten signature in cursive script that reads "Brenda Rynders".

Brenda Rynders
Raffle/Prize Committee



RECEIVED

FEB 13 2008

Freeburg Women's Community Club

*203 N. Cherry St.
Freeburg, IL 62243
618-539-5474
618-539-6037*

February 10, 2008

*Village of Freeburg
14 Southgate Center
Freeburg, IL 62243*

Dear Board of Trustees,

I am writing on behalf of the Freeburg Women's Community Club, in order to request the use of the Village Park on Saturday, March 15th, 2008 from 8:30 a.m. to approximately 2:00 p.m. for our annual Easter Egg Hunt. In case of rain, we would like to be able to move the date to March 22nd, 2008 for the same times. The hunt will begin at 12:00 p.m. The Easter Bunny will be present for photos.

We appreciate your support and cooperation you have shown us in the past.

Sincerely,

*Charly McDonald, Co-Chair
Linda Guest, Co-Chair
Easter Egg Hunt 2008*



BE IT RESOLVED, by the Village President and Board of Trustees of the
(Council or President and Board of Trustees)
Village Freeburg of Freeburg, Illinois, that there is hereby
(City, Town or Village) (Name)
appropriated the sum of \$165,000.00 of Motor Fuel Tax funds for the purpose of maintaining
streets and highways under the applicable provisions of the Illinois Highway Code from January 1, 2008
(Date)
to December 31, 2008
(Date)

BE IT FURTHER RESOLVED, that only those streets, highways, and operations as listed and described on the approved
Municipal Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this
resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that the Clerk shall, as soon a practicable after the close of the period as given above,
submit to the Department of Transportation, on forms furnished by said Department, a certified statement showing
expenditures from and balances remaining in the account(s) for this period; and

BE IT FURTHER RESOLVED, that the Clerk shall immediately transmit two certified copies of this
resolution to the district office of the Department of Transportation, at Collinsville, Illinois.

I, Jerry Menard Clerk in and for the Village
(City, Town or Village)
of Freeburg, County of St. Clair

hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by
the Village President and Board of Trustees at a meeting on _____
(Council or President and Board of Trustees) Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this _____ day of _____

(SEAL) _____ Clerk
(City, Town or Village)

Approved

Date
Department of Transportation

Regional Engineer



Period from 01/01/2008 to 12/31/2008

Section Number 08 - 00000 - 00 - GM

Municipality Village of Freeburg

Estimated Cost of Maintenance Operations

Maintenance Operation (No. - Description)	Group (I,II,III,IV)	For Group I, II, or III (Material, Equipment or Labor)					Operation Cost
		Item	Unit	Quantity	Unit Price	Cost	
1. Reseal A-1 (92,500 S.Y.)	III	Bituminous Materials					
		HFE 150, Furnished & Applied @ 0.25 gal/SY	Gal.	23,125	\$1.75	\$40,469.00	
		Seal Coat Aggregate CA13/CM13 Slag					
		Furnished	Ton	1,156	\$14.00	\$16,184.00	
		Spread @ 25lbs/SY	Ton	1,156	\$3.00	\$3,468.00	
		Roller Rental	Hr.	96	\$15.00	\$1,440.00	
		Low Boy Rental	Hr.	4	\$36.00	\$144.00	
2. Patching & Repair	II	Crushed Stone CA6	Ton	2,400	\$12.00	\$28,800.00	
		Crushed Stone CA11/ CM11	Ton	1,000	\$14.00	\$14,000.00	
		Cold Patch	Ton	300	\$50.00	\$15,000.00	
		Labor	Hr.	40	\$23.50	\$940.00	
		Dump Truck	Hr.	40	\$30.00	\$1,200.00	
		Truck Driver	Hr.	40	\$22.00	\$880.00	
		Superintendent	Hr.	40	\$22.00	\$880.00	
3. Ditching	II	Labor	Hr.	40	\$23.50	\$940.00	
		Dump Truck	Hr.	40	\$30.00	\$1,200.00	
		Truck Driver	Hr.	40	\$22.00	\$880.00	
		Superintendent	Hr.	8	\$22.00	\$176.00	
		Motor Grader	Hr.	20	\$32.00	\$640.00	
		Grader Operator	Hr.	20	\$22.00	\$440.00	
		Backhoe	Hr.	30	\$24.00	\$720.00	
		Backhoe Operator	Hr.	30	\$22.00	\$660.00	
						\$5,656.00	
4. Street Sweeping	II	Street Sweeper	Hr.	56	\$75.00	\$4,200.00	
		Labor	Hr.	56	\$22.00	\$1,232.00	
						\$5,432.00	
Total Day Labor Costs							
Total Estimated Maintenance Operation Cost							
Preliminary Engineering							
Engineering Inspection							
Material Testing							
Total Estimated Engineering Cost							
Total Estimated Maintenance Cost							



Period from 01/01/2008 to 12/31/2008 Section Number 08 - 00000 - 00 - GM
Municipality Village of Freeburg

Estimated Cost of Maintenance Operations

Maintenance Operation (No. - Description)	Group (I,II,III,IV)	For Group I, II, or III (Material, Equipment or Labor)					Operation Cost
		Item	Unit	Quantity	Unit Price	Cost	
5. Sidewalks	III	P.C.C.	CY	100	\$95.00	\$9,500.00	
		Labor	Hr.	40	\$23.50	\$940.00	
		Backhoe	Hr.	40	\$24.00	\$960.00	
		Backhoe Operator	Hr.	40	\$22.00	\$880.00	
		Dump Truck	Hr.	40	\$30.00	\$1,200.00	
		Truck Driver	Hr.	40	\$22.00	\$880.00	
		Superintendent	Hr.	40	\$22.00	\$880.00	
						\$15,240.00	
6. Culverts		Assorted Sizes & Bands	Ft.	2000		\$9,500.00	
		Labor	Hr.	60	\$23.50	\$1,410.00	
		Backhoe	Hr.	60	\$24.00	\$1,440.00	
		Backhoe Operator	Hr.	60	\$22.00	\$1,320.00	
		Superintendent	Hr.	24	\$22.00	\$528.00	
						\$14,198.00	
Total Day Labor Costs							
Total Estimated Maintenance Operation Cost							\$163,931.00
Preliminary Engineering						(In House)	
Engineering Inspection							
Material Testing							
Total Estimated Engineering Cost							\$0.00
Total Estimated Maintenance Cost							\$163,931.00

Submitted: _____ Date _____ Approved: _____ Date _____

By: _____ Village Clerk _____ Regional Engineer _____
Municipal Official Title

Submit Four (4) Copies to Regional Engineer



Illinois Department of Transportation

Rental Schedule of Privately* Owned Equipment
(*This form should also be used where equipment is to be rented by one public body from another public body)

Regional Engineer,
Department of Transportation

Collinsville, Illinois:

County St. Clair

Municipality Village of Freeburg

I hereby request approval of the use of MFT funds to pay rentals for the equipment listed below at the rates shown. This equipment is owned by Contractors and Municipal Sweeping Service, Inc., and is to be used on:

1. Motor Fuel Tax Construction Section 1/
2. Motor Fuel Tax Maintenance Work beginning January 1, 2008 and ending December 31, 2008

(To be filled in by County or Municipality)

Item of Equipment and Manufacturer	Size	Model (Yr. Built)	Rental Rate Per Hr.	Oper's Rate Per Hr. 2/	Total Rate Per Hr.
Street sweeper w/operator		Elain Whirlwind	\$75.00	\$22.00	\$ 97.00

1/ Privately owned equipment may not be rented for township day labor construction

2/ Insert rate only if owner furnishes the operator.

Signed _____

Title of Official Village President

Rates are approved as submitted or corrected _____

Date _____
(Submit 4 copies to Regional Engineer)

Regional Engineer



Illinois Department of Transportation

Rental Schedule of Privately* Owned Equipment
(*This form should also be used where equipment is to be rented by one public body from another public body)

Regional Engineer,
Department of Transportation

County St. Clair

Municipality Village of Freeburg

Collinsville, Illinois:

I hereby request approval of the use of MFT funds to pay rentals for the equipment listed below at the rates shown. This equipment is owned by Parrish, Inc.

1. Motor Fuel Tax Construction Section 1/

2. Motor Fuel Tax Maintenance Work beginning January 1, 2008 and ending December 31, 2008

(To be filled in by County or Municipality)

Item of Equipment and Manufacturer	Size	Model (Yr. Built)	Rental Rate Per Hr.	Oper's Rate Per Hr. <u>2/</u>	Total Rate Per Hr.
John Deere motor grader w/ operator	100HP	JD750	\$32.00	\$22.00	\$ 54.00

1/ Privately owned equipment may not be rented for township day labor construction

2/ Insert rate only if owner furnishes the operator.

Signed _____

Title of Official Village President

Rates are approved as submitted or corrected _____

Date _____

(Submit 4 copies to Regional Engineer)

Regional Engineer

FY 2008
Section 08-00000-00-GM

Dump Truck	36,000 GVW	\$30.00/hr.
Backhoe	71 HP	\$24.00/hr.
Motor Grader	JD750	\$32.00/hr.
Roller – Pull Type		\$15.00/hr.

Trustee Mattern wanted to start a list of what we want the study to encompass. They include:

- What type of pool/aquatic center is needed in Freeburg.
- Current pool - repair/renovation/expansion at existing location.
- If pool needs to be replaced, there or new site.
- Community center.
- Evaluation of recreational needs of current/future Village in the next 30 years.
- Study of park facility itself.
- Scope of recreational events, i.e. sporting (golf, bike trail, ice hockey) and outdoor entertainment venues (i.e., amphitheater).
- Identify what recreational facilities that should be considered that we don't have.

The committee felt that they should ask the park board if we can have their facilities evaluated--that will be addressed at the next public property committee meeting on 2/20/08. Julie is in the process of inviting the park board members to that meeting.

EWR/Counsilman-Hunskauer will also be invited to the next public property committee on 2/20/08 at 7:00 p.m.

ADJOURN: *Trustee Rita Baker motioned to adjourn at 7:26 p.m. and Trustee Tony Miller seconded the motion. All voting aye, motion carried.*



Julie Polson
Office Manager



Architecture • Interiors • Planning

February 14, 2008

Village of Freeburg
Freeburg Municipal Center
14 Southgate Center
Freeburg, IL 62243
Attn: Mr. Dennis R. Herzing, P.E.
Village Administrator

Dear Dennis:

We are excited to begin work on the Aquatics Study for Freeburg. As we have discussed, we are collaborating with and have engaged Counsilman-Hunsaker to provide the major portion of this initial study. We have also offered a few options to you in our proposal, attached, which are predominantly tasks which, we can provide, if the Village wishes. Individual pricing is indicated for each portion.

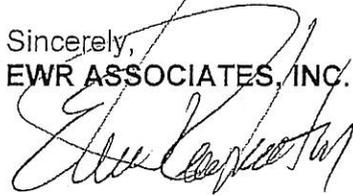
In discussions with Scot Hunsaker and Kevin Post of Counsilman-Hunsaker, we anticipate a kick-off meeting on March 18th in Freeburg, presuming finalizing our agreement next week. I have also attached a copy of a letter from Counsilman-Hunsaker and their proposal to us which outlines the services proposed for the basic aquatic study. Our proposal to you re-iterates this scope and outlines the options of a Park Master Plan outdoor rec facility study and a possible study to identify any indoor rec facilities which may be desirable by the Village to also plan for at this time.

As I also mentioned, I will be out of town until the 20th to welcome our son home from Iraq at Fort Bragg, the day of our scoping meeting with the Council. Lisa Meehling, our Business/Marketing Director, a resident of Freeburg, who also happens to be my daughter, will attend that meeting with Kevin Post of Counsilman-Hunsaker. I hope to be back from my trip to Ft. Bragg for the meeting, but it will be a tight schedule for me as my flight gets St. Louis at 5:30 p.m. I have confidence that Lisa can answer your questions. I did not want to ask the City to re-schedule this meeting, knowing how difficult it is to advertise public meetings and get all the Council members to re-schedule.

Mr. Dennis R. Herzing, P.E.
Village of Freeburg
February 14, 2008
Page 2

Thanks for this opportunity to assist the Village and we look forward to a successful project.

Sincerely,
EWR ASSOCIATES, INC.



E. William Reichert III, AIA
President

EWR/lm

Enclosures

Bill Reichert

From: Kevin W. Post [KevinPost@chh2o.com]
Sent: Wednesday, February 13, 2008 11:52 AM
To: Breichert@ewrassociates.com
Subject: Freeburg, IL study

Bill,

I am confirming up my schedule for the next couple of weeks, and would like to put the Kickoff for Freeburg down on the 18th of March. We can discuss this further during the February 20th meeting.

Thanks,

Kevin Post

Councilman - Hunsaker

10733 Sunset Office Drive, 4th Floor

St. Louis, MO 63127

Phone: 314-894-1245

Fax: 314-894-0109

email: kevinpost@chh2o.com

website: www.chh2o.com



FREEBURG AQUATIC FEASIBILITY STUDY
Client Background Data Needed

Please have the following information available when we visit Freeburg, IL for our first actual meeting to start the job in March.

Operational information

- Job descriptions - full-time and part-time city employees
- Wage structure
- Benefit package / overhead allocation
- Organizational chart
- Current and Past Attendance Records
- Current and Past Budget / Expenses
- Current and Past Revenue

Contractual services

Insurance – Self Insured? Yes/No

If no, current rate: _____

Commodities

Pool chemicals
Chemicals used: _____

Cost for Chlorine per Pound/Gallon: _____

Utilities

Electricity – Cost per kW/hr: _____

Natural gas – Cost per Therm: _____

Water and sewer - Cost per Unit (1000 gal): _____

Trash Service - Cost per Pick-up: _____

Telephone – Cost per Line: _____



COUNSILMAN - HUNSAKER

The Ultimate Aquatic Advantage

February 11, 2008

Mr. E. William Reichert III, AIA
EWR Associates, Inc.
391 Frank Scott Parkway East,
Fairview Heights, IL 62208
Phone: 618-236-2000
Fax: 618-236-2004

Competition Venues

Dear Mr. Reichert,

Water Parks

Counsilman - Hunsaker is excited about being chosen to participate in the development of the proposed aquatic facility for the Village of Freeburg, IL, and we look forward to beginning work on the project soon. We will be contacting you shortly to ask for direction and contact people in gathering some of the preliminary information we will need to evaluate the goals and requirements for the proposed facility. So that the City can start thinking about potential participants and scheduling requirements for that meeting, I thought I'd pass along some of the issues we will hope to address.

Universities

Park & Recreation

Resorts

There are two main goals during our programming meetings with the Village of Freeburg, IL:

Spas

1. Discuss and show examples of similar existing facilities for consideration and idea generation in the development of the Village of Freeburg, IL Family Aquatic Center.

Wellness

2. Gather information required in developing the facility concept and feasibility study.

K-12

Counsilman - Hunsaker will want to gather as much information as possible regarding the needs of the Village of Freeburg in aquatics and other programming areas. To accomplish this, we propose meeting with as many user groups as possible. These may include the following:

- Parks and Recreation Department
- YMCA, JCCA or other fitness/community organizations
- Swimming lesson instructors
- Hospitals
- Athletic Therapy Departments
- Public School District Contact (Superintendent)
- High School Swimming Coaches
- USA Swimming Club Coaches

St. Louis - Los Angeles

ph: 314.894.1245 fax: 314.894.0109 • www.chh2o.com

10733 Sunset Office Drive • 4th Floor • St. Louis, MO 63127

- Club Sports Representatives (Triathletes, Masters Swimming, etc.)
- Chamber of Commerce
- Senior Groups
- Major Corporations interested in wellness programming.

In addition to the above mentioned individuals and organizations, we would be interested in talking to any other representatives of groups you think would have valuable input for the proposed facility. Our goal in meeting with these groups is to absorb as much information as is possible regarding existing and developing group uses, facilities, roster levels, fees, programming, capacity issues and any other topics that would affect your future facility users.

In order to make most efficient use of our time, it would be beneficial if the Village could contact these groups/individuals and schedule appointments during the time period of our visit to Freeburg, IL. The schedule should allow up to an hour for each interview (less if the interviewee's time or potential use of the project is limited). Our time will be maximized if these interviews can be completed at a central location. If travel is required to meet with any of the interviewees, travel time should be allowed at the Village's discretion.

Councilman-Hunsaker will also provide a public presentation to educate interested parties in the community about areas of consideration for the proposed aquatic center. Following this meeting, it may be appropriate to meet with the key individuals involved in the development to further define the options for consideration in the study. It is the goal of this meeting to walk out with conceptual ideas about the types of amenities and program options to be considered. Councilman - Hunsaker will take this information and develop these program spaces for approval and consideration by the committee before additional work such as project costs and demographic analysis is performed.

Councilman - Hunsaker will also require operational information on the anticipated operating structure of the facility. This will include any current prepared material on job descriptions for full-time and part-time city employees that may work at this facility, wage structure, benefit package, overhead allocation and organizational chart. (If such information does not exist in a similar area of operation, Councilman - Hunsaker will develop and prepare a structure for the committee's consideration.)

Contractual services include risk management and service agreements. Risk management will include such things as insurance. We will need to discuss the insurance requirements of the city and a contact for preliminary pricing information.

Commodities include such things as supplies, pool chemicals, marketing, etc. Please ask the village to provide a list of current suppliers for pool chemicals and pricing information available. Councilman - Hunsaker will contact these individuals to provide the most accurate information on cost to be used in our analysis.

Depending upon the size and scope of this facility, it is anticipated that the utilities required will include electricity, natural gas, water and sewer. We are interested obtaining an average cost per unit for these services. The most accurate method we have found is to get a copy of existing utility bills over a one-year period from a public aquatic or recreation facility.

In addition to the items outlined above, other issues will need to be reviewed that may affect the nature and direction of the proposed facility. Some issues we will wish to discuss during our visit include:

- ☑ What are the goals for hosting competitive events?
- ☑ What is the level of community public support for competitive, recreational, fitness and therapy aquatics? Fees? Schedules?
- ☑ What are the recreation goals for the proposed aquatic facility?
- ☑ What is the potential for public school/industry involvement in the facility's cooperative ownership/operation/use?

These are just some of the many questions that will need to be answered to provide a complete and accurate base from which to develop options for the proposed Village of Freeburg facility. I felt it might be helpful to share these questions with you now so as to have as many answers as possible available for discussion and confirmation at our meeting.

Sample Itinerary

Below is a sample itinerary to consider establishing in order to maximize our research and educational goals for our upcoming visit. It is only a suggestion, and we can accommodate any adjustments necessary to better serve the schedules and requirements of the prospective interviewees and members of the Family Aquatic Center committee.

Day 1: Meet with the principle committee members and/or City staff to discuss the questions and issues outlined above and determine priorities of facility concept and goals of the facility from the committee members' perspectives. Facility design issues and concepts can be discussed in detail with the committee, and general ideas can begin to form regarding what conceptual options that should be considered for the Village of Freeburg.

Day 1 evening: Open meeting to community, during which Councilman - Hunsaker can present an overview of aquatics, facility options and innovations, including a review of aquatic facilities similar to that being considered by the Village of Freeburg. The purpose of this meeting is not to make decisions or present conceptual ideas, but rather to educate the attendees as to the many options available and the many issues involved in considering various conceptual options.

Day 2: Meet with potential user groups (refer to the suggested list on the first page of this letter.) These meetings can be at a central location to accommodate a greater number of interviews, or the group can travel to the user group representative's office. In the latter case, as previously mentioned, ample time for travel from site to site should be allowed.

Again, this is merely a suggestion for a schedule to accomplish the wide range of research and education goals we hope to meet during our upcoming visit to Freeburg, IL. The Village will be better able to establish an efficient and productive timetable after contacting the participating individuals.

Freeburg has a long and proud history of support for aquatic programming, and Counsilman - Hunsaker is very excited about participating in this project with the Village. We look forward to our upcoming meeting and continuing to work toward developing a first class facility for the Village of Freeburg, IL.

If you have any questions about the enclosed material or our upcoming meeting, please don't hesitate to call me at your earliest convenience.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kevin Post', with a horizontal line extending to the right.

Kevin Post

FEASIBILITY STUDY AGREEMENT

THIS AGREEMENT made and entered into at Fairview Heights, Illinois this 15th day of February, 2008, by and between EWR Associates, Inc., an Illinois corporation doing business at 391 Frank Scott Parkway East, Fairview Heights, Illinois 62208, hereinafter referred to as "the Architect" in association with Counsilman-Hunsaker a Missouri corporation, doing business at 10733 Sunset Office Drive, Suite 400, St. Louis, Missouri 63127-1018, hereinafter referred to as "the Consultant" and the Village of Freeburg, Illinois, hereinafter referred to as "the Client".

WHEREAS, the Architect is undertaking a Feasibility Study Plan for an aquatic center located in Freeburg, Illinois and,

WHEREAS, the Consultant is a consultant in the field of swimming pool complex planning and design, and

WHEREAS, the Architect has retained the Consultant as its independent sub-consultant for purposes of planning the aquatic center.

NOW, THEREFORE, in consideration of the covenants and agreements herein contained, the parties hereto agree as follows:

I. SERVICES.

The scope of the Architect's & his Consultant's services are:

Program Phase (1 trip in basic fee)

1. NEEDS ANALYSIS:

- A. Meet with the steering committee, plus any designated community groups and/pr individuals involved in the project to analyze needs and determine objectives. The Architect and the Consultant will conduct individual interviews as necessary with, for example, local education administrators and/or athletic directors, chamber of commerce representatives, business leaders, private and public recreation providers, health professionals, competitive swim groups, swim coaches, instructors, activity programmers, youth and seniors groups, and others if requested in order to ascertain existing levels of service and the perceived needs of various user groups in the community.
- B. In addition to individual meetings, the Architect and the Consultant will participate in a public or by invitation civic meeting to discuss the various issues concerning the proposed facility. This discussion will include images and/or video presentations with

commentary on features of other aquatic centers similar to that being considered for this project, background information on historic and contemporary issues in the industry, and an open-forum question-and-answer session to discuss concerns and needs of those individuals and groups attending the meeting. A matrix of programming priorities will be developed and discussed to prioritize programming and facility features. The Architect and the Consultant will use the results of the interviews and public workshop to develop a needs profile.

- C. Conduct research and compile demographic information necessary to appropriately evaluate the proposed facility, including population, age distribution, income, weather analysis and economic considerations that could affect the project's viability.
 - D. Prepare and submit an outline of a design-program of spaces and features for the proposed aquatic center describing the natatorium, pool size, shape and support spaces based on preliminary discussions and meetings noted above.
 - E. Based on the first meeting and committee's review of the outline program, develop with the Owner and the Architect a Design Program for the Aquatic Facility with recommendations on the size and shape of the pool(s) as well as architectural and engineering features of the facility and support spaces. The design program will address the following items:
 - 1. Pool (or pools) or Spaces Design: Size, Depth, Configuration, Water Features, etc.
 - 2. User Populations and Programs to be Supported.
 - 3. Lighting
 - 4. Pool Markings
 - 5. Traffic Patterns
 - 6. Deck Equipment
 - 7. Underwater Features
 - 8. Mechanical Features, Filter system Options, Water Treatment and Automatic Water Treatment Control
 - 9. Spectator Facilities
 - 10. Dressing Room Features and User Spaces
 - 11. Support Spaces and Features (Architectural Materials and Finishes.) (Outline Specification for Building and Pool(s)).
2. CONCEPTUAL PLAN: (1 trip)
- A. Based on the agreed upon program, the Architect and the Consultant will prepare three concepts. Typically these concepts consist of an ideal, preferred and minimum acceptable concept. The **ideal** concept includes areas of programming without taking into account budget considerations. The **preferred** facility supports the design program with costs to meet the proposed

budget. The **minimum acceptable** concept is a facility that will be considered if the project experiences limited funding.

- B. The Architect and the Consultant will provide a conceptual plan of the facility. The purpose of the plans will be to illustrate ways to organize the spaces in a functional arrangement and a confirm that the facility footprint will contain the areas proposed in the Design Program.
 - C. The Architect and the Consultant will meet a second time with the Committee to participate in a design workshop. Preliminary concepts and program features will be reviewed and confirmed. A public meeting may or may not be held as a part of this visit.
 - D. Following the meeting, the Architect and the Consultant will make revisions to the selected plan, if necessary, and deliver it to the Committee.
3. COST ANALYSIS: (1 trip)
- A. The Architect and the Consultant will prepare an Opinion of Probable Construction Cost for the pool(s) and building. Recent project bid figures of similar projects will be used as well as national estimating guides and local cost adjustment factors. The hard construction cost figures will be supplemented by a development cost factor, which will include such "soft" costs as professional fees, survey, geotechnical report, document reproduction, advertisement for bids and all anticipated expenses related to the administration of the project. The sum of these two cost figures will be the total project cost so that the Owner will have a comprehensive overview before making an informed decision about the project.
 - B. The Consultant will prepare a Feasibility Study and will develop an opinion of operations protocol for the proposed project. The following will be researched and analyzed:
 - 1. Area Aquatic Providers
 - 2. Market Area Demographics
Population, Age, Income
 - 3. Area Aquatic User Groups
Historic Usage and Project Level of Growth
 - 4. Facility Management Outline
Facility Operating Schedule
Facility Capacity Limits
Organization Chart
Wage Structure
 - 5. Opinion of Probable Revenue
Market Penetration
Seasonal Usage
Develop Fee Structure
Opinion of Attendance By User Group
Opinion of Revenue

- 6. Opinion of Probable Expenses
 - Labor Demand
 - Chemical Demand
 - Supple Demand
 - Maintenance and Repair Demand
 - Utility Demand
 - 7. Opinion of Facility Financial Performance
- C. The Architect and the Consultant will make a final presentation to the project committee outlining the methods and results of the study.
- D. Optional Additional Services: Should the Client so desire, the Architects can also provide similar analysis, planning and budgeting study for other indoor and/or outdoor recreation facilities for which the Village may wish to plan. These may include with the Owner's authorization:
- Option 1) Study of potential outdoor recreation facilities and a master plan of the park this excludes site survey, which is to be provided by the Owner.
 - Option 2) Programming and conceptual planning of potential indoor recreation facilities which the Owner may desire.

II. DRAWINGS.

Except for reference and coordination purposes in connection with future additions or alterations to the work, drawings, specifications and other documents prepared by the Architect and the Consultant are instruments of the service for use solely with respect to this project and, unless otherwise provided, the Architect and the Consultant shall be deemed the authors of these documents and shall retain all common law, statutory and other reserved rights, including copyright. The drawings, specifications or their documents shall not be used by the Client or others on other projects except by agreement in writing and with appropriate compensation.

III. FEES.

Aquatic Study – Total fees shall be \$33,000 including three (3) site visits and including related travel expenses.

Additional Services Rates.

Councilman-Hunsaker Rates:

Officer / Studio Director	\$150.00/hour
Site Visit	\$1,500.00 / day plus expenses
Associate I	\$115.00/hour
Associate II	\$85.00/hour
CAD	\$65.00/hour
Admin	\$45.00/hour

EWR Associates Hourly Rates:

Principal	\$135.00/hour
Sr. Architect	\$110.00/hour
Project Manager	\$ 95.00/hour
Sr. Project Architect	\$ 82.00/hour
Project Architect	\$ 75.00/hour
Staff Architect I	\$ 70.00/hour
Architectural Grad. II	\$ 66.00/hour
Architectural Grad. I	\$ 54.00/hour
Technician I	\$ 50.00/hour
Jr. Technician	\$ 45.00/hour
Sr. Technician	\$ 65.00/hour
Sr. Designer	\$ 78.00/hour
Designer	\$ 60.00/hour
Secretary	\$ 46.00/hour
Administrative	\$ 70.00/hour

Optional Services:

- Option 1) Study of potential outdoor recreation facilities in the park and prepare a master plan - ADD \$7,500
- Option 2) For a study of indoor recreation potentials and space Programming and a computer plan - ADD \$7,500

The Architect shall submit monthly invoices for services and reimbursable expenses incurred, based upon the percentage of the Architect's and the Consultant's services completed at the time of billing. The Client shall make payments to Architect within thirty (30) days of the invoice date. One percent per month interest shall apply to past due amounts over 45 days.

IV. TERMINATION:

Each party agrees that upon the occurrence of a material breach or default of the other under the terms of this Agreement, it shall provide written notice of such default to the other. Such written notification given by the party shall specifically state the material breach or default under the terms of this Agreement. The notified party shall have thirty (30) days after such notice is given to remedy the specific breach or default. Upon the failure by the defaulting party to cure the specified breach or default within the allotted time, or recurrence of the same breach within thirty (30) days after its initial cure, the other party shall have the right to terminate this Agreement except with respect to any liabilities or obligations which, under the terms of this Agreement are to survive its termination.

V. SCHEDULE OF WORK:

The Architect and their Consultant shall execute all of the tasks listed above within 120 calendar days of receipt of a signed agreement and authorization to proceed. Review periods by the Owner, postponement of meetings, submittal of Owner information or other delays not caused by the Architect and the Consultant, will be added to the 120 calendar days.

VI. ENTIRE AGREEMENT:

This Agreement constitutes the entire understanding between the parties and cannot be modified except by their mutual written consent.

IN WITNESS WHEREOF, the parties have hereunto set their hands on the day and year first above written.

ACCEPTED:

EWR ASSOCIATES, INC.

VILLAGE OF FREEBURG

E. William Reichert III, AIA
President

Mayor Ray Danford

Contact Information:
Mr. E. William Reichert III, AIA
EWR Associates, Inc.
391 Frank Scott Parkway East
Fairview Heights, IL 62208
Phone: 618-236-2000
Fax: 618-236-2004

Contact Information:
Mayor Ray Danford
Village of Freeburg
14 Southgate Center
Freeburg, IL 62243
Phone: 618-539-5705
Fax: 618-539-5590



COUNCILMAN • HUNSAKER

The Ultimate Aquatic Advantage

FEASIBILITY STUDY AGREEMENT

THIS AGREEMENT made and entered into at St. Louis, Missouri this _____ day of _____, 2008, by and between EWR Associates, Inc., hereinafter referred to as "the Architect" and COUNCILMAN-HUNSAKER a Missouri corporation, doing business at 10733 Sunset Office Drive, Suite 400, St. Louis, Missouri 63127-1018, hereinafter referred to as "the Consultant".

WHEREAS, the **Architect**, is undertaking a Feasibility Study Plan for an aquatic center located in Freeburg, Illinois and,

WHEREAS, the Consultant is a consultant in the field of swimming pool complex planning and design, and

WHEREAS, the Architect, is desirous of retaining the Consultant as its independent contractor for purposes of planning the aquatic center.

NOW, THEREFORE, in consideration of the covenants and agreements herein contained, the parties hereto agree as follows:

I. SERVICES.

The **Architect** hereby retains the Consultant as its aquatic planning and design consultant for the proposed project. The scope of the Consultant's services are:

Program Phase (1 trip in basic fee)

1. NEEDS ANALYSIS:

- A. Meet with the steering committee, plus any designated community groups and/or individuals involved in the project to analyze needs and determine objectives. The Consultant will conduct individual interviews as necessary with, for example, local education administrators and/or athletic directors, chamber of commerce representatives, business leaders, private and public recreation providers, health professionals, competitive swim groups, swim coaches, instructors, activity programmers, youth and seniors groups, and others if requested in order to ascertain existing levels of service and the perceived needs of various user groups in the community.
- B. In addition to individual meetings, The Consultant will participate in a public or by invitation civic meeting to discuss the various issues concerning the proposed facility. This discussion will include images and/or video presentations with commentary on features of other aquatic centers similar to that being considered for this project, background information on historic and contemporary issues in

the industry, and an open-forum question-and-answer session to discuss concerns and needs of those individuals and groups attending the meeting. A matrix of programming priorities will be developed and discussed to prioritize programming and facility features. The Consultant will use the results of the interviews and public workshop to develop a needs profile.

- C. Conduct research and compile demographic information necessary to appropriately evaluate the proposed facility, including population, age distribution, income, weather analysis and economic considerations that could affect the project's viability.
 - D. Prepare and submit an outline of a Design Program of spaces and features for the proposed aquatic center describing the natatorium, pool size, shape and support spaces based on preliminary discussions and meetings noted above.
 - E. Based on the first meeting and committee's review of the outline program, develop with the Owner or architect a Design Program for the building with recommendations on the size and shape of the pool(s) as well as architectural and engineering features of the building and support spaces. The Design Program will address the following items:
 - 1. Pool (or pools) or Spaces Design: Size, Depth, Configuration, Water Features, etc.
 - 2. User Populations and Programs to be Supported
 - 3. Lighting
 - 4. Pool Markings
 - 5. Traffic Patterns
 - 6. Deck Equipment
 - 7. Underwater Features
 - 8. Mechanical Features, Filter System Options, Water Treatment and Automatic Water Treatment Control
 - 9. Spectator Facilities
 - 10. Dressing Room Features and User Spaces
 - 11. Support Spaces and Features (Architectural Materials and Finishes.) (Outline Specification for Building and Pool(s)).
2. CONCEPTUAL PLAN: (1 trip)
- A. Based on the agreed upon program, the Consultant will prepare three concepts. Typically these concepts consist of an ideal, preferred and minimum acceptable. The **ideal** concept includes areas of programming without taking into account budget considerations. The **preferred** facility supports the design program with costs to meet the proposed budget. The **minimum acceptable** concept is a facility that will be considered if the project experiences limited funding.
 - B. The Consultant will provide a conceptual plan of each building. The purpose of the plans will be to illustrate ways to organize the spaces in a functional arrangement

and to confirm that the building footprint will contain the areas proposed in the Design Program.

- C. The Consultant will meet a second time with the committee to participate in a design workshop. Preliminary concepts and program features will be reviewed and confirmed. A public meeting may or may not be held as a part of this visit.
- D. Following the meeting, the Consultant will make revisions to the selected plan, if necessary, and mail it to the Committee.

3. COST ANALYSIS: (1 trip)

A. The Consultant will prepare an Opinion of Probable Construction Cost for the pool(s) and building. Recent project bid figures of similar projects will be used as well as national estimating guides and local cost adjustment factors. The hard **construction cost** figures will be supplemented by a development cost factor, which will include such "soft" costs as professional fees, survey, geotechnical report, document reproduction, advertisement for bids and all anticipated expenses related to the administration of the project. The sum of these two cost figures will be the **total project cost** so that the Owner will have a comprehensive overview before making an informed decision about the project.

B. The Consultant will prepare a Feasibility Study and will develop an opinion of operations protocol for the proposed project. The following will be researched and analyzed:

- 1. Area Aquatic Providers
- 2. Market Area Demographics
Population, Age, Income
- 3. Area Aquatic User Groups
Historic Usage and Project Level of Growth
- 4. Facility Management Outline
Facility Operating Schedule
Facility Capacity Limits
Organization Chart
Wage Structure
- 5. Opinion of Probable Revenue
Market Penetration
Seasonal Usage
Develop Fee Structure
Opinion of Attendance By User Group
Opinion of Revenue
- 6. Opinion of Probable Expenses
Labor Demand
Chemical Demand
Supply Demand
Maintenance and Repair Demand
Utility Demand

7. Opinion of Facility Financial Performance

- C. The Consultant will make a final presentation to the project committee outlining the methods and results of the study.

II. DRAWINGS.

Except for reference and coordination purposes in connection with future additions or alterations to the work, drawings, specifications and other documents prepared by Counsilman-Hunsaker are instruments of the service for use solely with respect to this project and, unless otherwise provided, Counsilman-Hunsaker shall be deemed the author of these documents and shall retain all common law, statutory and other reserved rights, including copyright. The Consultant's drawings, specifications or their documents shall not be used by the Architect or others on other projects except by agreement in writing and with appropriate compensation to the Consultant. The Architect shall be permitted to retain copies, including reproducible copies of the reports.

III. FEES.

Total fees shall be \$30,000 including three (3) site visits and including related travel expenses.

Additional Services Rates:

Officer / Studio Director	\$150.00/hour
Site Visit	\$1,500.00 / day plus expenses
Associate I	\$115.00/hour
Associate II	\$85.00/hour
CAD	\$65.00/hour
Admin	\$45.00/hour

The Consultant shall submit monthly invoices for services and reimbursable expenses incurred, based upon the percentage of the Consultant's services completed at the time of billing. Architect shall make payments to Consultant within forty-five (45) days of the invoice date. Consultant may, after giving seven (7) days written notice to the Owner, suspend services until payment is made in full of all past due invoices for this project.

IV. TERMINATION:

Each party agrees that upon the occurrence of a material breach or default of the other under the terms of this Agreement, it shall provide written notice of such default to the other. Such written notification given by the party shall specifically state the material breach or default under the terms of this Agreement. The notified party shall have thirty (30) days after such notice is given to remedy the specific breach or default. Upon the failure by the defaulting party to cure the specified breach or default within the allotted time, or recurrence of the same breach within thirty (30) days after its initial cure, the other party shall have the right to

terminate this Agreement except with respect to any liabilities or obligations which, under the terms of this Agreement are to survive its termination.

V. SCHEDULE OF WORK:

The Consultant shall execute all of the tasks listed above within 120 calendar days of receipt of a signed agreement and authorization to proceed. Review periods by the Owner, postponement of meetings, submittal of Owner information or other delays not caused by the Consultant, will be added to the 120 calendar days.

VI. ENTIRE AGREEMENT:

This agreement constitutes the entire understanding between the parties and cannot be modified except by their mutual written consent.

IN WITNESS WHEREOF, the parties have hereunto set their hands on the day and year first above written.

ACCEPTED:

COUNSILMAN-HUNSAKER

EWR ASSOCIATES, INC.

BY: _____
D. Scot Hunsaker, President

BY: _____

Date: _____

Date: _____

Contact Information:

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