



# CPPS Meeting Minutes

September 9, 2020

6:00 p.m.

**Ex Officio:** Margaret Shriver  
**Members:** Zachary Estes    Amber Duren    Wayne Snider  
                  Bonnie Sandburg    Kenny Shaw

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## 1. Approve minutes of July 8, 2020

- **Motion:** Board member Duren made the motion to accept the minutes with a typographical error noted that needed correction.
- **Second:** Board member Snider seconded the motion
- **Vote:** Passes 5-0

## 2. Review Cemetery Activity

- Assistant City Manager reviewed the financial report for the cemetery as well as the updated burial/plot sales/funeral activity.
- **Motion:** Board member Shaw made the motion to accept this report
- **Second:** Board member Duren seconded the motion
- **Vote:** Passes 5-0

## 3. Cemetery Burial Services update

- Assistant City Manager Zack Daniel noted that after review it appeared that this item would not meet the threshold for the City Council approval requirement due to its relatively low cost.
- Mr. Daniel reviewed the costs that have been obtained by KNA Diggin', noting that more quotes were being solicited before presenting the item for final approval to the CPPS Board.
- Board member Estes clarified what the services would be for, which include burial services for both traditional and cremated remains as well as return trips to level out the fresh graves.
- No action was required at this time for this item, though Mr. Daniel expects to present final results of the solicitation at the October 14 meeting.

## 4. Review draft ordinance related to special events in the City of Edwardsville

- Mr. Daniel noted that the City's existing special event ordinance is not very well defined. The current language does not speak to what kind of event would count as a special event needing Council approval.
- Mr. Daniel noted there has not been any specific issue related to the special event permitting process, but that the City should be proactive in firming up its code language.
- Mr. Daniel noted that protests specifically are not identified by the ordinance and that because these events would likely take place within public spaces, the CPPS Board is providing the first review of the draft ordinance.
- No action is being requested at this time other than to provide review and guidance on the current draft.
- There was some discussion on the timing of events, specifically when they are required to close.

- Board President Snider asked if there have been any requests for political events recently, which Mr. Daniel stated there has not been.
- Mr. Daniel also noted that the current draft does not change any of the related permitting fees.
- Councilmember Shriver asked when the last review of Community Center fees was done, noting that they appear low compared to other locations. Mr. Daniel noted that this item would be included in the October meeting agenda.

#### **5. Update on Parks & Rec Fall/Winter Programming**

- Parks & Rec Supervisor Mike Martin reviewed the scavenger hunt program that will launch in late September and the Wii Sports league set to start in October. The Wii Sports program is in combination with Bonner Springs and Turner and would involve multiple age groups.
- Mr. Martin reviewed the process for the scavenger hunt and how people can participate. There would be no cost involved.
- Mr. Daniel also noted that there would likely be a different concept for the October Trunk'r Treat event depending on the health department recommendations. This would also apply to the Mayor's Tree Lighting Ceremony.
- Mr. Daniel closed by noting the City-Wide Clean would not take place as scheduled this year, but that a curbside bulky item pickup event would take place on November 14, 2020. Notification would be provided in the October utility billing. Councilmember Shriver asked about the costs associated, which Mr. Daniel confirmed that the cost would be comparable to the traditional concept, usually falling between \$3,000 and \$4,000.

#### **6. Advisory Reports**

- Mr. Daniel noted he working on a timeline of City activity as it related to the restoration of the Stoney Point site since it is unlikely a community clean up could be done.
- Board President Snider opened the floor to comments from the Board. He asked about the craft program the City ran the previous month, which Mr. Martin noted it was a great success for the participants. He also thanked staff for getting domes on the trash receptacles at the Cemetery. He noted some maintenance issues that needed to be addressed, which Mr. Martin responded that it was largely a staffing availability issue. The current assigned public works employee has had a recent back injury he is nursing and there is still a mowing need in the high visibility areas. That said, as mowing needs diminish, more attention will be able to be paid to the Cemetery.

Seeing no further discussion, President Snider adjourned the meeting.

#### **ADJOURNMENT**

The meeting was adjourned at 6:52 p.m.

Zachary Daniel  
City Clerk