



COLLINSVILLE AREA RECREATION DISTRICT

www.CollinsvilleRec.com

10 Gateway Drive, Collinsville, Illinois 62234 • (618) 346-PLAY(7529) • (618) 346-7530 (fax)

## REGULAR MEETING MINUTES

SEPTEMBER 18, 2012

The Regular Meeting of the Board of Park Commissioners of the Collinsville Area Recreation District was called to order by President Andrew Carruthers at 7:04 PM, September 18, 2012 at the district office, 10 Gateway Drive, Collinsville, Illinois. Following the Pledge of Allegiance the role was called with the following commissioners answering present: Andrew Carruthers, David Tanzyus, and Spike Bryant. Commissioner Mary Ann Bitzer and Joan Burke were absent.

Staff present included Executive Director Terry Wilson and Administrative Assistant Susan Zaber. Attorney David Gerber was also present.

### **PUBLIC COMMENT:**

Mark Achenbach addressed the Board regarding the meeting held on March 6, 2012 where the Board voted to purchase new golf course equipment. He stated the equipment discussed was to replace some used equipment and there were two pieces that were to be traded in or used for parts. He referred to an Invitation to Bid that was published in the newspaper on September 1, 2012 for two mowers, which was for the two pieces that were to be traded in or used for parts. He stated of the three pieces that were bought, two were not authorized at the meeting, and that was probably something that needed to be fixed. He stated the equipment purchased came from the Capital Improvement Fund, and the proceeds from the sale of the equipment should go into the Capital Improvement Fund and not the Golf Fund. He asked the Board to be honest with the finances of the golf course so that when the Board gets ready to make a decision about what to do with the golf course that the actual financial information is accurate. He stated he thought during one of the meetings in the Spring the department heads gave a description about what they did. He stated when Kevin Brown gave his description he mentioned something about a drainage or irrigation project the Parks Department assisted with at the golf course. He stated a good accounting system would account for that labor and say that was golf course labor.

### **BID OPENING:**

Executive Director Terry Wilson opened a bid for the roof removal/replacement and building repair for the CARD Administrative building/Splash City, Jaycee Sports Complex Concession building, and the Raiders football building. Terry opened one bid from Throm Construction, Inc. for the amount \$67,360. Spike Bryant made a motion, seconded by David Tanzyus to accept the

bid from Throm Construction, Inc in the amount of \$67,360. . Upon roll being called, those voting AYE were: Carruthers, Tanzyus, Bryant. None voted NAY. Motion passed.

### **CONSENT AGENDA:**

David Tanzyus made a motion, seconded by Spike Bryant to approve the consent agenda. Upon roll being called, those voting AYE were: Carruthers, Tanzyus, Bryant. None voted NAY. Motion passed.

Commissioner Bitzer arrived at 7:20 PM.

### **EXECUTIVE DIRECTOR/STAFF REPORTS:**

Executive Director Terry Wilson read from staff reports provided by the Superintendent of Parks, Arlington Golf Course Manager, Arlington Golf Course Superintendent, Superintendent of Recreation, and Marketing & Communications Coordinator. Terry then referenced the Battle of the Bands event held during the summer and stated the band that won the competition, Love Me Leave Me, won second place at the state level out of 140 bands and was offered a record label. David Tanzyus made a motion, seconded by Spike Bryant to accept the staff reports.

- Andrew Carruthers stated Arlington Greens had thus far brought in \$490,160 and spent \$408,200 and for the season Splash City brought in \$588,000 with expenses of \$458,000. He stated he would follow-up with Rosemary Barczewski to find out if there is a fund, like Splash City, with a balance if the extra could be used to pay off debt service associated with the facility.

Upon roll being called, those voting AYE were: Carruthers, Tanzyus, Bryant, Bitzer. None voted NAY. Motion passed.

### **NEW BUSINESS:**

Terry Wilson stated there would be two commissioner positions to be elected in April 2013 and if there was anyone who was interested they could get a packet at the front desk of the CARD Administrative Office that explained everything. He stated the first day to circulate petitions was September 25, 2012. David Tanzyus asked what the first day was to turn in the petitions, and it was stated that currently it was December 17<sup>th</sup> through the 24<sup>th</sup>.

Regarding the Board vacancy, Andrew Carruthers stated Joan Burke resigned her position, due to a position she was taking with the Girls Scouts of America. He stated the GSA met on the same nights as the CARD Board, and in order to avoid a potential Board problem, she decided to resign. He stated her term was up in April, and the Board would need to appoint someone to finish the term. He stated what he thought the Board could do was put the opening in the paper and at the next meeting the Board could consider taking a vote. A motion was made by Mary Ann Bitzer, seconded by David Tanzyus to accept the resignation and declare the Board vacancy.

Upon roll being called, those voting AYE were: Carruthers, Tanzyus, Bryant, Bitzer. None voted NAY. Motion passed.

- Andrew asked the Board about putting the vacancy in the newspaper and giving individuals till close of business on Thursday, October 11, 2012 to state their interest. Mary Ann Bitzer stated to also post the announcement on the web site. David Gerber suggested making the deadline for Wednesday, October 10<sup>th</sup> in order to give staff a little more time to collect the information and put it together in time to put the materials in the Board packet.

### **OLD BUSINESS:**

Regarding the transfer of the Miner's Institute, David Tanzyus made a motion, seconded by Spike Bryant that Resolution 12-4, A Resolution Finding Real Estate Not Useful for Park Purposes be adopted.

- Spike Bryant asked if a determination had been made about CARD having to pay back \$300,000 to the City of Collinsville for the TIF fund by giving Miner's back to the Miner's Institute Foundation. David Gerber stated he believed Terry Wilson had some discussions with the City, and it was indicated CARD would not have to pay it back, but that CARD was still waiting for formal action to be taken by the City to indicate CARD would not be responsible. Andrew Carruthers stated the TIF agreement said CARD would only have to pay it back if the building were sold to someone, and that was not what was being proposed. Mary Ann Bitzer stated she was concerned and wanted to be sure on that point before moving forward. David Gerber stated before finalizing any deeds, etc. the District would get a letter with the signature of the City Manager.
- David Tanzyus clarified the action just allowed the District to begin the petition process with the court. David Gerber stated the public hearing took place and the court entered an order approving authorizing the District to transfer the property, subject to the Board entering into the resolution and finalizing agreements with the Miner's Institute Foundation.
- Andrew Carruthers stated the Board could amend the motion to approve the Resolution, but that the Board would not execute a deed until assurances from the City were obtained making it clear the language of the TIF agreement did not bind the District to repay the City. David Tanzyus stated he would amend it to state the Board needed something from the City.

Andrew Carruthers stated the motion was being amended to state although the Board was approving the resolution and other language in it that no deed be executed until Terry Wilson received assurances from the City that CARD would not be responsible for the TIF money the City had contributed to the District for the project. David Tanzyus made the amended motion, seconded by Mary Ann Bitzer. Upon roll being called, those voting AYE were: Carruthers, Tanzyus, Bryant, Bitzer. None voted NAY. Motion passed.

Regarding Tara Lane, David Tanzyus made a motion, seconded by Spike Bryant that Resolution 12-5 finding real estate not useful for park purposes be adopted.

- Andrew Carruthers stated the resolution was required to sell the property, and that selling the property had to be put to a vote to the public by referendum in April, because the property to be sold is more than 3 acres.

Upon roll being called, those voting AYE were: Carruthers, Tanzyus, Bryant, Bitzer. None voted NAY. Motion passed.

Mary Ann Bitzer made a motion, seconded by Spike Bryant that Resolution 12-6, finding surplus golf course equipment not useful for park purposes. Upon roll being called, those voting AYE were: Carruthers, Tanzyus, Bryant, Bitzer. None voted NAY. Motion passed.

Regarding grant application activity, Terry Wilson stated he applied for a grant for the Glidden Park tennis courts reconstruction with the Metro East Park & Recreation District. He stated the application was due October 1<sup>st</sup>, but was submitted that week. He stated he submitted the application with a letter from Mayor Miller and Mayor Gullledge endorsing the project. He stated the total cost was \$275,600 to totally redo the courts with asphalt. He stated it would probably be 1-2 months, after October 1<sup>st</sup>, before the District would find out about the grant.

Regarding the Vivian property, Terry Wilson stated the Fire Department was in the process of getting permits, which would take approximately 2-3 months. He stated in the mean time the District was in the process of removing anything from the house that could be used and he was talking to a couple different companies about conducting an asbestos evaluation. He stated he was told by the Fire Department that it would probably be February before the house could be burned, because of the Christmas holiday and January was a bad time to do it.

#### **FOR THE GOOD OF THE DISTRICT:**

Terry Wilson provided an update regarding a more extensive audit that was in process. He stated it was coming to a close, and although he could not state exactly when, the District was looking forward to getting a report back on procedures, on how things were handles according to procedures, and whether anything out of the ordinary came up.

#### **OTHER BUSINESS:**

A motion was made by Spike Bryant, seconded by Mary Ann Bitzer that the Commissioners go into Closed Session for the purpose of discussing the sale or purchase of real property. Upon roll being called, those voting AYE were: Carruthers, Tanzyus, Bryant, Bitzer. None voted NAY. Motion passed.


The board adjourned to CLOSED SESSION at 7:38 PM.

The Regular Meeting of the Board of Park Commissioners of the Collinsville Area Recreation District was called to order in OPEN SESSION by President Andrew Carruthers at 7:54 PM, September 18, 2012 at the district office, 10 Gateway Drive, Collinsville, Illinois. Upon roll being called the following commissioners answered present: Andrew Carruthers, David Tanzyus, Spike Bryant, and Mary Ann Bitzer. Staff present included Executive Director Terry Wilson and Administrative Assistant Susan Zaber. Attorney David Gerber was also present.

No further business coming before the Commissioners, a motion was made by Mary Ann Bitzer, seconded by Spike Bryant, that the meeting be adjourned. Upon roll being called, those voting AYE were: Carruthers, Tanzyus, Bryant, Bitzer. None voted Nay. Motion passed.

The meeting stood adjourned at 7:54 PM.

Respectfully submitted,

  
\_\_\_\_\_  
Susan Zaber, Recording Secretary

10/16/12  
Date