



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 15, 2015

The Budget Hearing of the Board of Park Commissioners of the Collinsville Area Recreation District was called to order by President Patrick Collins at 6:31 PM, September 15, 2015 at the district office, 10 Gateway Drive, Collinsville, Illinois.

Following the Pledge of Allegiance the roll was called with the following commissioners answering present: Mark Achenbach, Patrick Collins, Jeanne Lomax, Brad Sewell and David Tanzyus.

Staff present included: Susan Zaber, Iva Briggs, Mark Kosmatka, Keith Grotefendt and Jessica Jader. Attorney Paul Evans was also present.

BUDGET HEARING

Refer to budget hearing meeting minutes for September 15, 2015.

REGULAR MEETING

Upon the adjournment of the budget hearing at 6:40 PM the roll was called for the regular meeting with the following commissioners answering present: Mark Achenbach, Patrick Collins, Jeanne Lomax, Brad Sewell and David Tanzyus.

Staff present included: Susan Zaber, Iva Briggs, Mark Kosmatka, Keith Grotefendt and Jessica Jader. Attorney Paul Evans was also present.

CONSENT AGENDA ITEMS

Collins opened discussion for consent agenda items to approve the following:

- Special Meeting Minutes for August 4, 2015
- Regular Meeting Minutes for August 20, 2015
- Closed Session minutes for August 4th and August 20th 2015
- Treasurer's report for period ending August 31, 2015
- Claims and Accounts list in the amount of \$257,423.08.

A motion was made by Tanzyus, seconded by Achenbach to approve the consent agenda.

- Sewell questioned the water/sewer expenses charged to Splash City or the Aquatic fund and the Recreation fund, which totaled approximately \$17,000. Zaber explained it was known there were leaks in two of the pools. Iva Briggs explained there had not been a bill for a while, due to a credit that was applied the previous year, which had recently been depleted. She also explained when the bill came in during the summer, half was

expensed to the aquatic fund and 25% was charged to both the general and recreation funds.

- Achenbach asked about the water/sewer bill charged to the recreation fund. He stated he assumed the majority of that was due to watering the ball fields. Keith Grotefendt stated the irrigation did not run that summer and the expenses were not related to irrigation. Sewell inquired about having a reading conducted by the City of Collinsville. There was additional discussion amongst the Board and staff about the water/sewer expenses.
- Achenbach asked about expenses for golf retail. Zaber stated there were questions to be asked about invoices that had just been submitted for previously ordered products. She stated there would be no other orders, unless the order was a special order accompanied by a special order form outlining whom placed the order, what it was for, the cost, etc. She stated the order had to be preapproved by the Executive Director.
- Collins asked about consolidation of accounts/vendors. There was a brief discussion regarding consolidation of beverage orders through Coke, and eliminating Pepsi as the primary vendor at the golf course, as well as office product orders, etc.

Roll was called with the following voting AYE: Achenbach, Collins, Lomax, Sewell and Tanzyus. None voted NAY. Motion passed.

EXECUTIVE DIRECTOR & STAFF REPORTS:

A motion was made by Tanzyus, seconded by Lomax to approve the Executive Director and staff reports.

- Zaber stated she and Greg Reising met with Home Depot, as well as Kevin Brown and Keith Grotefendt met with Home Depot during a follow-up visit regarding potential funding for the repair of the hockey rink in Glidden Park. Zaber stated other focus was catching up on updating of finance reports, and completion of the District audit. Zaber stated due to what primarily appeared to be accounting system issues, she would recommend looking at getting rid of Open Systems.
- Achenbach asked about information outlined on the Golf Pro report, regarding a certification for bartenders. Zaber explained the purpose of the certification, and stated it was something all the bartenders would be required to obtain prior to the next season.
- Achenbach asked Mark Kosmatka about the composting project outlined in the Willoughby report.
- Tanzyus asked if Mark Marcuzzo thought he would meet his budget estimate for revenue. Zaber stated Marcuzzo thought they would meet their budget goals. Tanzyus asked about Splash City, and Zaber stated Splash City had done better that season over the previous season.

Roll was called with the following voting AYE: Achenbach, Collins, Lomax, Sewell and Tanzyus. None voted NAY. Motion passed.

OLD BUSINESS:

Regarding 2015-2016 ball field pricing Zaber stated she had provided the Board with the same information provided the previous month, with some add-ons. She stated a couple more recommendations were made in relation to preparation of the fields, and Jessica Jader had obtained updated pricing information from regional park departments to look at as a comparison. Jessica Jader and Keith Grotefendt provided additional explanation about the information outlined on the documents. There was discussion amongst the Board and with staff about

District fields, staffing, and pricing, etc. compared to other municipalities. A motion was made by Tanzyus, seconded by Sewell to approve the 2016 ball field pricing. Roll was called with the following voting AYE: Collins, Sewell and Tanzyus. Achenbach voted NO. Lomax abstained. Motion passed.

NEW BUSINESS:

No new business was listed on the agenda for discussion/action.

PUBLIC COMMENT

Collins opened the floor for public comment. There was no public comment.

FOR THE GOOD OF THE DISTRICT

- Collins noted Fall Farm Day was on September 26, 2015, and stated it was always a great event.

OTHER BUSINESS:

A motion was made by Sewell and seconded by Lomax, to go into Closed Session for the purpose of discussing the employment, compensation, or dismissal of specific employees, purchase or sale of real property, to review closed session minutes, and litigation. (5 ILCS 120/2 (c) 1, 5, 6, 21, 11) Those voting AYE were Achenbach, Collins, Lomax, Sewell and Tanzyus. None voted NAY. Motion passed.

The Board adjourned to CLOSED SESSION at 7:17 PM.

The Regular Meeting of the Board of Park Commissioners of the Collinsville Area Recreation District was called to order in OPEN SESSION by Collins, September 15, 2015 at 9:11 PM at the district office, 10 Gateway Drive, Collinsville, Illinois. Commissioners present were Achenbach, Collins, Lomax, Sewell and Tanzyus. Staff present included Executive Director Susan Zaber. Attorney Paul Evans was also present.

A motion was made by Sewell, seconded by Tanzyus to release closed session minutes as discussed during the closed session. Roll was called with the following voting AYE: Achenbach, Collins, Lomax, Sewell and Tanzyus. None voted NAY. Motion passed.

No further business coming before the commissioners, a motion was made by Tanzyus, seconded by Lomax the meeting be adjourned. Those voting AYE were Achenbach, Collins, Lomax, Sewell and Tanzyus. None voted NAY. Motion passed.

The meeting stood adjourned at 9:12 PM

Respectfully submitted,

Susan Zaber, Board Secretary

Date