



COLLINSVILLE AREA RECREATION DISTRICT
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REGULAR MEETING MINUTES

JANUARY 17, 2017

The Regular Meeting of the Board of Park Commissioners of the Collinsville Area Recreation District was called to order by Vice-President Jeanne Lomax at 6:30 PM, January 17, 2017 at the district office, 10 Gateway Drive, Collinsville, Illinois.

Following the Pledge of Allegiance the role was called with the following commissioners answering present: Mark Achenbach, Jeanne Lomax and Brad Sewell.

Staff present included: Doug Erhart, Kimberli DeRossett, Keith Grotfendt, Mark Kosmatka, Jessica Jader and Ebony Pollard. District Attorney Andrew Carruthers arrived at 6:43 PM

SPEAKERS FROM THE FLOOR

Lomax opened the floor for speakers from the floor. There were no speakers from the floor.

CONSENT AGENDA

Lomax opened discussion to review and accept the consent agenda items including:

- Regular Meeting Minutes for December 27, 2016
- Closed Regular Minutes for December 27, 2016
- Treasurer's Report for December 2016
- Claims and Accounts List in the amount of \$171,725.13
- Budget Tracking Reports for December 2016

Achenbach made a motion, seconded by Sewell, to accept the Consent Agenda items.

Achenbach pointed out two typos in the closed session meeting minutes to the Recording Secretary. He went on to question a negative amount of \$102.47 on the Claims and Accounts report under Recreation for Home Depot. Erhart noted this was for a return of items to Home Depot.

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

EXECUTIVE DIRECTOR & STAFF REPORTS

Lomax opened discussion with potential action regarding Executive Director & Staff Reports.

Erhart reviewed the following items:

- The Treasurer's Report showed receipts in Bond & Interest for \$390,000 for the sale of property as well as a check from Madison County. There is still about \$100,000 to come from Madison County.
- Splash City Season Pass sales have increased greatly since this time in 2016. There were \$3,971 in passes sold by this date in 2016 and \$18,000 in sales for the 2017 season. In 2016 there were 37 season passes sold up to January 15 versus 175 for same period in 2017. The plan is to continue discounts with 20% off in February, 10% in March, with April and May being sold at full price.

Achenbach questioned the solar lighting and hours proposed at Pleasant Ridge Park. Jader noted the lighting at Pleasant Ridge is more of a safety issue. Pleasant Ridge gets dark quickly and poses a serious safety

issue. Jader and Grotefendt went on to discuss the current approach at seeking sponsors for pavilions at various parks. They have reached out to the various organizations the pavilions are named after, seeking annual contributions. It was noted the cost sponsors would pay annually would be for the annual upkeep of not only the pavilions but the playgrounds as well. Several clubs and organizations have responded, but have yet to make final decision. Achenbach and Jader went on to discuss various organizations in the community and the best ways to reach out to them.

Achenbach then questioned where we are at the farm in comparison to the Master Plan. He questioned why the farm is looking for horse/donkey cart and saddles. He pointed out that the farm is a Heritage Farm. Kosmatka noted the Master Plan is being followed, but they are incorporating more cost effective changes. He also pointed out the increase in educational field trips to the farm, many because of the addition of new farm animals. Erhart added that Carol Frerker is very adamant about sticking to the Master Plan. Achenbach would like an overview of what the farm has and what the plan is. Erhart Will cover this at the next meeting

He went on to question the farm replacing the ropes with chains in the Conservation Reserve and suggested rerouting some of the trails so they are more accessible. Kosmatka noted that many of the trails have been rerouted. Kosmatka noted the different types of chains that are used and that the IPARKS Loss Control Specialist has inspected them without issue.

Lomax asked about the three wooded picnic sites being added in the spring 2017 rentals. Kosmatka reviewed the locations as well as the type of structures. The picnic sites are free to use, but can be reserved at a cost and include the site, picnic table and grill. Firewood would be an additional cost.

Kosmatka went on to note the return on the investment of table and chairs, which are rented out for events at the farm, is 96%. The farm has brought in \$13,781 from March through November 2016. The tables and chairs have at least two more year's worth of use.

Achenbach made a motion, seconded by Sewell, to accept the Executive Director & Staff Reports.

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

OLD BUSINESS

Lomax opened the floor for old business.

Erhart presented the Board with an addition to Note #5 in the 2015/2016 Annual Audit. The auditors added the following statement: "The legal interpretation of the debt limit category and the associated amounts in note #5 are disputed due to actions taken in a prior period." The auditor will only add this to the audit, they will not remove Note #5. Carruthers noted the audit has already been filed with the Comptroller's Office and that Board approval is not required. Achenbach said the only problem with the audit is with Note #5, a note stating CARD is not over the debt limit, not with the audit itself.

Sewell made a motion, seconded by Achenbach to accept the 2015/2016 Annual Audit as presented.

Roll was called with none voting AYE and the following voting NAY: Achenbach, Lomax and Sewell. Motion was not passed.

NEW BUSINESS

Lomax opened the floor for new business.

Erhart discussed the 2016 Tax Levy for 2017 Bond Payments and abatement options of same. Achenbach noted that the proposed tax levies to be abated is money we already have and that money has to be in the Bond & Interest account in order to do the abatement. He went on to propose abating the 2013 bond and doing a partial abatement of the 2004 bond.

This was a discussion only. No action required.

Erhart discussed the allocation of the 2017 Madison County P.E.P. Grant Allotment. Erhart noted that 35% of the allotment has to go toward A.D.A compliance projects.

Achenbach questioned the addition of a 20 x 20 area for storage at the Activity Center and if it was actually necessary. Erhart, Jader and Grotefendt stressed that it is necessary. Grotefendt went on to note the actual size and way the addition is built will depend on what is available, if anything, for the proposed \$25,000 budget.

Achenbach went on to question the insurance coverage and the liability to cover the use of an inflatable bounce house and obstacle course. Erhart will contact the insurance company to verify and advise.

Achenbach questioned if \$10,000 was enough to reroof and insulate the house at Pleasant Ridge. Grotefendt said this was an estimate, but based on previous work he believes it is.

Lomax questioned the purchase of a portable pitching mound at Jaycee Field. Grotefendt explained it further, noting it could then be rented out for baseball as well as softball.

This was a discussion only. No action required.

FOR THE GOOD OF THE DISTRICT

Lomax opened the floor for the good of the district.

Achenbach stated for everyone to keep up the good work.

Due to scheduling conflicts, the Board discussed changing the Regular Scheduled Meeting for February. The meeting is being moved from Tuesday, February 21, 2017 to Thursday, February 16, 2017.

A motion was made by Achenbach, seconded by Sewell to accept the date change for the Regular Scheduled Meeting for February.

Those voting AYE were Achenbach, Lomax and Sewell. None voted NAY. Motion Passed.

OTHER BUSINESS

A motion was made by Achenbach, seconded by Sewell, to go into Closed Session for the purpose of discussing the employment, compensation, or dismissal of specific employees, purchase or sale of real property, and litigation. (5 ILCS 120/2§ 1, 5, 6, 11).

Those voting AYE were Achenbach, Lomax and Sewell. None voted NAY. Motion passed.

The Board adjourned to CLOSED SESSION at 7:48 PM.

The Regular Meeting of the Board of Park Commissioners of the Collinsville Area Recreation District was called to order in OPEN SESSION by Lomax, January 17, 2017 at 8:39 PM at the district office, 10 Gateway Drive, Collinsville, Illinois. Commissioners present were Achenbach, Lomax and Sewell. Staff present included Executive Director Doug Erhart. District Attorney Carruthers was present as well.

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

The meeting stood adjourned at 8:42 PM.

Respectfully Submitted,

Kimberli DeRossett, Recording Secretary

Date