

**COLLINSVILLE AREA RECREATION DISTRICT**  
**REGULAR MEETING MINUTES**  
**OCTOBER 21, 2008**

The Regular Monthly Meeting of the Board of Park Commissioners of the Collinsville Area Recreation District was called to order by President Mary Ann Bitzer at 7:05 p.m., October 21, 2008 at the District Office, 10 Gateway Drive, Collinsville, Illinois. Upon roll being called the following Commissioners answered present: Spike Bryant, Joe Legendre and Kathie Pickering. Commissioner Joan Burke was absent.

Staff present included Executive Director Mark Badasch, Recreation Superintendent Rick Robbins, Park Superintendent Kevin Brown, Recreation Supervisor MK Dashke, Communications & Marketing Coordinator Elizabeth Lehnerer, Special Events Coordinator Shelly Crehan and Golf Course Superintendent Bob Lovatto.

At 7:01 p.m. President Bitzer declared the Public Hearing on the Districts' intent to issue up to 3.3 million dollars in General Obligation Bonds(alternate revenue source). Mr. Badasch reviewed the purposes of this issue and the history of the District using this method to pay long term debt and to fund annual capital projects.

There being no members of the public present and no questions or comments coming forth, President Bitzer declared the Public Hearing closed at 7:15 p.m. .

Public Input: None.

A motion was made by Bryant, seconded by Legendre, that the Minutes of the Regular Meeting held September 16, 2008 be approved as printed and placed on file. Upon roll being called all present voted aye. None voted nay. Motion passed.

A motion was made by Pickering, seconded by Legendre, that the Treasurer's Report for the month of September be approved and placed on file for audit. Upon roll being called all present voted aye. None voted nay. Motion passed.

A motion was made by Bryant, seconded by Legendre, that the list of Claims and Accounts be approved for payment totaling **\$ 1,614,572.00**. Upon roll being called all present voted aye. None voted nay. Motion passed.

Staff reports were presented and reviewed by the Board. A motion was made by Pickering, seconded by Legendre, that staff reports be accepted. Upon roll being called all present voted aye. None voted nay. Motion passed.

**Discussion Items**

- A. Mrs. Denise Schaaf of Scheffel & Company was present to present the Annual Financial Report for the Fiscal Year Ending April 30, 2008, otherwise known as the Annual Audit. She highlighted various areas in the cover letter, Management Discussion Letter and throughout the Audit. The district received a “clean opinion”, the highest available, from the auditors.
- B. Mr. Badasch and Mr. Robbins briefly reviewed the attendance and revenue information for the 2008 season at Splash City. A more detailed report will be given next month to include information about the Midwest Pool management Contract and the impact of bringing Lifeguard recruitment & management in-house.
- C. Participation rates, revenues and expenses at Arlington Greens by Mr. Badasch and Mr. Lovatto. We are very close to exceeding last years participation numbers, in spite of the wet spring, this year. Mr. Lovatto recounted the work his crew has been doing on aerification, overseeding and general repairs to the course.
- D. Ms. Crehan reviewed the Fall Farm day, Gindler Barn Dedication and the first Barn Dance recently held at Willoughby Farm. Over four hundred attended the Farm Day with more than 175 at the first barn dance. Many positive comments were received from both events.
- E. The New Maintenance Center Project is out for bids, with the Bid Opening set for November 18, 2008, at 2:00 p.m. at the CARD Office. Mr. Badasch had a full set of plans and specifications on hand for review by any of the commissioners or others in attendance. A mandatory pre-bid meeting will be held at the site on October 23, 2008 at 10:00 a.m. for contractors wishing to bid.
- F. The Board was informed that the Miner’s Institute Foundation has approved the Agreement that spells out the transfer of the Miner’s Institute building and all property associated with it as well as the name and its use to CARD.
- G. Mr. Badasch advised that the proposed lease agreement for a cell tower site in Woodland Park, on California Avenue, has a number of issues to be resolved with the City before it can move forward.
- H. A Draft Request For Proposals for a Skateboard facility was circulated and reviewed by Mr. badasch, the Draft document is under review by several involved parties and is expected to be ready to be sent out within one month.
- I. Attorney Dean Sweet has advised us that due to our operation’s increasing complexity and his increasing work load, he would like us to retain additional legal counsel in order to address issues of a continuing nature. These include lawsuits, formation of a foundation, contracts, etc.. to this end he has set up a meeting with an attorney experience in municipal law. Mr. Badasch will report back after this meeting/interview.
- J. Mr. Badasch explained the pros & cons of various types of foundations for the Board to consider. These included a membership based vs. fund raising vs. activity centered. The Board directed Mr. Badasch to pursue the second style of foundation (fund raising), which is primarily staff-driven.

### **Action Items**

- A. A motion was made by Legendre, seconded by Pickering, that the Annual Financial Report for the Fiscal Year Ending April 30, 2008 be accepted, placed on file and submitted to both counties and the State Comptroller. Upon roll being called all present voted aye. None voted nay. Motion passed.
- B. A motion was made by Legendre, seconded by Bryant, that the Agreement with the Miner's Institute Foundation Regarding Ownership, Operation & Maintenance of the Miner's Institute/Museum be approved and that CARD assume ownership and management per this Agreement. Upon roll being called all present voted aye. None voted nay. Motion passed.
- C. A motion was made by Pickering, seconded by Bryant, that the hours of public operation of all District operated parks be restricted and that all parks be closed during the hours of 6:00 p.m. until 6:00 a.m. beginning November 1, 2008 and continuing through March 1, 2009. Upon roll being called all present voted aye. None voted nay. Motion passed.
- D. A motion was made by Pickering, seconded by Legendre, that the IAPD Credentials Certificate for the Annual Meeting on January 31, 2009, be approved with Mary Ann Bitzer as the Districts' Delegate and Clarence "Spike" Bryant as the 1st Alternate Delegate. Upon roll being called all present voted aye. None voted nay. Motion passed.

### **Other Items**

- A. Mr. Badasch announced that materials are available for those wishing to run for the two expiring terms on the board as Park Commissioners at the Consolidated Election on April 7, 2009. The two terms expiring are those of Mrs. Bitzer and Mr. Legendre.

No further business coming before the Board, a motion was made by Pickering, seconded by Legendre, that the meeting be adjourned. Upon roll being called all present voted aye. None voted nay. Motion passed.

The meeting was adjourned at 9:01 p.m..

Respectfully submitted,

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Date

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Mark Badasch, Secretary