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## **REGULAR MEETING MINUTES FEBRUARY 18, 2014**

The Regular Meeting of the Board of Park Commissioners of the Collinsville Area Recreation District was called to order by Vice President Patrick Collins at 6:30 PM, February 18, 2014 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, Mary Ann Bitzer, Patrick Collins, and Jeanne Lomax. Commissioner David Tanzyus was absent.

Staff present included Executive Director Terry Wilson, Finance Coordinator Iva Briggs, Aquatic Supervisor Karl Schmidt, Assistant Golf Manager Chad Robbins, and Administrative Assistant Susan Zaber. Attorney Paul Evans was also present.

### **CONSENT AGENDA:**

A motion was made by Mary Ann Bitzer, seconded by Mark Achenbach to approve the consent agenda.

- Mark Achenbach asked about the Social Security fund. Iva Briggs stated the fund would go into the negative and would remain negative till tax revenue started coming in. There was discussion regarding what was budgeted in the Social Security fund, reasons the fund would be short, and the fund's tax levy. Mark stated he thought we knew the Social Security fund would be short and he thought there was something in the budget and appropriation ordinance to transfer money into the fund.
- Mark Achenbach asked about the listing of EFTPS on the Claims and Accounts versus Social Security on the Treasurer's report. It was agreed the EFTPS would be broken out to show only Social Security expenses under the Social Security fund on the Claims and Accounts report.
- Patrick Collins asked about an expense under the Golf Fund for PGA training. It was stated the expense was reimbursed.
- Jeanne Lomax asked about an expense reimbursement to Eurest. It was stated the reimbursement would be explained later in the meeting.
- Jeanne Lomax asked about an expense to Kochan. It was stated expenditures for Kochan were for charges associated with Splash City map redesign and logo redesign, which included a digital file of the logo. Pending charges for Kochan will include costs for redesign of physical signage for the water park and all the parks.

Upon roll being called, those voting AYE were Achenbach, Bitzer, Collins, Lomax. None voted NAY. Motion passed.

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

In response to Commissioner Bitzer's previous inquiry about the IPARKS state conference that Terry went to in January, Terry stated he attended classes on marketing and revenue generation. Terry then read from staff reports and stated:

- Preparing for the Madison County PEP grant submittal.
- Cutting trees at Pleasant Ridge Park.
- Cleaning up Willoughby Farm boundary line.
- Finalizing last requirement to submit to MEPRD for grant reimbursement for the Glidden Park tennis court reconstruction.
- Working on a safety grant to obtain money from IPRF for safety equipment.
- Solar grant for Splash City was submitted and the District submittal made it through the first round. There was discussion amongst the Board regarding the grant, costs associated with putting in and maintaining the panels, etc. and other avenues for finding funds to pay project expenses not paid for by the grant. There was also discussion about Splash City expenditures and revenue, and things being done to bring in more revenue.

A motion was made by Jeanne Lomax, seconded by Mary Ann Bitzer to accept staff reports. Those voting AYE were: Achenbach, Bitzer, Collins, Lomax. None voted NAY. Motion passed.

### **NEW BUSINESS:**

Regarding the Splash City concession contract discussion Terry Wilson stated Eurest, who had done the concession for eight years, sent a letter stating they would no longer be doing the concessions at Splash City. He stated the previous administrator had signed a 10 year contract with Eurest, and approximately 3-4 years ago Eurest did a \$50,000 expansion or improvements on the concession stand. It was built into the contract a prorated pay out over every year of the contract for the improvement expenditures. It was also outlined in the contract that if either party ended the contract that CARD would pay for whatever prorated portion was left to pay. Paul Evans stated the obligation to pay was absolute in the contract and there was no conditioning of Eurest. The District had to pay a prorated amount of approximately \$14,000 to Eurest, which was the expenditure listed on the Claims and Accounts report that Commissioner Lomax inquired about earlier in the meeting. Terry stated he thought revenue could be generated by taking over the concession piece at Splash City, but there wasn't enough time to do that for the upcoming season. He stated he and Karl Schmidt were looking at groups to assist with concession management for Splash City, as well as the Sport Complex and the other facilities for the next year. In the mean time the District would have time to develop a plan to bring concession management in-house, ideally in the next year.

A motion was made by Mark Achenbach, seconded by Jeanne Lomax to go out of order of the agenda and move remaining New Business agenda items to after the Closed Session. Those voting AYE were: Achenbach, Bitzer, Collins, Lomax. None voted NAY. Motion passed.

### **PUBLIC COMMENT:**

Ron Jedda thanked the Board and staff for including a message from the Board President in the CARD newsletter that went out in December 2013. He encouraged the Board to develop a long range plan to seek out outside financial resources from Madison County Parks & Recreation grant committee, MEPRD, Collinsville TIF, and other public and private sources on an annual basis. He stated the long term viability of CARD depended on getting annual grants from such entities and others to meet future debt payments, which would start to increase over the next few

years. He stated the alternative, which he strongly opposed, was raising taxes. He stated it was his understanding at a recent meeting Commissioner Bitzer called Commissioner Achenbach a dirt bag and he encouraged all Commissioners to use proper decorum and professionalism when speaking at meetings. He stated he thought Commissioner Bitzer owed Commissioner Achenbach, staff, etc. an apology.

Jim Sparks stated during the previous month's Board meeting there was a spirited discussion about the use of tax payer's money for flowers for CARD employees. He stated he agreed with Commissioner Achenbach that the matter of flowers and funerals should be handled by volunteers, collecting funds from CARD employees and others in the private sector. He stated public monies should not be used to fund those services. He stated to include his name on the list of those to ask for a donation to a flower fund if required. He stated the service of sending flowers by CARD need only cover those who lost their lives while employed at CARD. Regarding taking out stumps at the golf course and the mold situation, he asked if the work had been bid out. Terry Wilson stated regarding stump work, any work completed had been completed by staff. Regarding mold it was stated no work had been bid or completed. In regard to the proposal to install solar panels he made comments regarding his concern about maintenance costs, etc.

### **OTHER BUSINESS:**

A motion was made by Mark Achenbach, seconded by Mary Ann Bitzer to go into Closed Session for the purpose of discussing litigation (5 ILCS 120/2(c) 11). Those voting AYE were: Achenbach, Bitzer, Collins, Lomax. 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 Vice President Patrick Collins, February 18, 2014 at 8:52 PM at the district office, 10 Gateway Drive, Collinsville, Illinois. Upon roll being called the following commissioners answered present: Mark Achenbach, Mary Ann Bitzer, Patrick Collins, Jeanne Lomax, and David Tanzyus. Staff present included Executive Director Terry Wilson and Administrative Assistant Susan Zaber. Attorney Paul Evans was also present.

### **NEW BUSINESS**

Regarding Sport Complex renovations Terry Wilson read from a list of needed renovations for the Sport Complex, and stated the total cost for the renovations should be approximately \$80,000. A motion was made by Mark Achenbach, seconded by David Tanzyus authorizing the Executive Director to pursue proposed renovations of the Sport Complex.

- There was discussion about the layout of the fields, in relation to the proposed renovations.
- Mark Achenbach asked about the irrigation repair, and it was stated the estimated cost or expense of \$20,000 was to repair existing irrigation and not replace or construct a new system. Terry stated they first needed to find the heads for the irrigation system.
- Mark asked for clarification regarding fencing. Terry stated the fencing was for fields 2, 6, 7, and maybe 10.

Upon roll being called, those voting AYE were Achenbach, Bitzer, Collins, Lomax, Tanzyus. None voted NAY. Motion passed.

Regarding application for the PARC grant Terry Wilson stated it was a 75/25 grant. 75% of project costs were paid by IDNR and 25% paid by the other party. Terry stated he was also looking at MEPRD for assistance for with the 25%. Terry outlined details and costs for the project, which were for renovations of cart paths and the clubhouse, etc. at the golf course. He stated the total cost of the project, to include fees, etc. was estimated to be \$931,060. He stated 75% was \$697,620 that would be reimbursed, and 25% was \$232,540. A motion was made by Mark Achenbach, seconded by Mary Ann Bitzer authorizing the Executive Director to apply for the PARC grant.

- Mark Achenbach asked when the grant was due. Terry stated it was due March 10<sup>th</sup>. Mark stated they were talking about spending approximately a million dollars on a project, based on Terry reading something off of a piece of paper to the Board. Mark stated he knew things happened at the last minute, but they were talking about spending a million dollars, regardless of where the funds came from, on a shoe string plan with no documentation provided to the Board in advance to look at. Mark stated he read the grant online and read from the grant the types of projects that could be considered for funding. After some discussion Mark suggested that the Board have a priority of issues that were important for capital improvement, so that when they went forward and the staff were formulating plans for how to get grants they searched out grants that met the priority of the Board.
- Patrick Collins asked where the approximate \$232,000 would be coming from. Terry stated it would come from the Capital Improvement fund, which had to be spent in 2014.
- Mark stated he was for leveraging the money and getting more for it, but not for the golf course. Mark stated maybe they could put the monies into something better that would be better utilized.
- There was discussion about revenue generation related to the golf course and other facilities and activities.
- Mary Ann Bitzer clarified the Board was voting on whether to submit the application and asked if the grant was awarded whether they had to follow through and accept the grant. Terry stated if the grant was awarded they did not have to accept/take it.
- David Tanzyus stated the ADA issues needed to be addressed and the building needed to be fixed, regardless of what the Board decided to do with it.
- Patrick stated he agreed with Mark that they needed to establish Board priorities.

Upon roll being called, those voting AYE were Bitzer, Collins, Tanzyus. Those voting NAY were Achenbach and Lomax. Motion passed.

Regarding application for the PEP grant David Tanzyus made a motion, seconded by Mary Ann Bitzer to accept pursuit of the PEP grant.

- Jeanne Lomax asked about the statement in the resolution, “the funding for the projects may exceed the actual amount granted from PEP funds in which the Board of Commissioners of the CARD agrees to fund the completion of the project(s) from another source”. Terry confirmed they pretty much knew they would receive the full \$132,000 to fund all the submitted project items.
- There was discussion about the project items listed and that would be submitted as a part of the PEP grant.

Upon roll being called, those voting AYE were Achenbach, Bitzer, Collins, Lomax, Tanzyus. None voted NAY. Motion passed.

### **PUBLIC COMMENT:**

Jim Sparks stated he understood that CARD and park districts were not about making money. He stated the grants were evil, and it was free money that people felt like they had to take. Jim stated they took over a serious problem, and they were trying. He pleaded with the Board not to feel like they had to come up with hundreds of thousands of dollars to cover the back side of the PARC grant. He asked the Board to stop the insanity and not take a grant that wasn't 100%. He asked the Board to try and do with what they had.

Mike Kamp asked the Board about the PARC grant and if it was a yearly offering. David Tanzyus stated it had only been offered twice. Mike stated if it had been put to a vote he didn't think the citizens would like it. He stated he thought there were other areas where people would be behind it, but he didn't know the business aspect.

No further business coming before the commissioners, a motion was made by David Tanzyus seconded by Mary Ann Bitzer that the meeting be adjourned. Those voting AYE were: Achenbach, Bitzer, Collins, Lomax, Tanzyus. None voted Nay. Motion passed.

The meeting stood adjourned at 9:45 PM.

Respectfully submitted,

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Susan Zaber, Recording Secretary

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Date