



COLLINSVILLE AREA RECREATION DISTRICT

www.CollinsvilleRec.com

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

## **REGULAR MEETING MINUTES NOVEMBER 19, 2013**

The Regular Meeting of the Board of Park Commissioners of the Collinsville Area Recreation District was called to order by President Dave Tanzyus at 6:30 PM, November 19, 2013 at the district office, 10 Gateway Drive, Collinsville, Illinois.

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

Staff present included Executive Director Terry Wilson, Finance Coordinator Iva Briggs, Aquatic Supervisor Karl Schmidt, Special Event Coordinator Shelly Crehan, Arlington Golf Pro/Manager Mark Marcuzzo, Arlington Assistant Pro Chad Robbins, and Administrative Assistant Susan Zaber. Attorney Paul Evans was also present.

### **PRESENTATION:**

Joe Hutton with the Collinsville Progress shared information about the Collinsville Progress, joint ventures and partnerships with CARD on various events, etc. He then presented to CARD the Carl Schultze Improvement of the Month Award for the work at Glidden Park.

### **PUBLIC COMMENT FOR REGULAR MEETING:**

Don Heyden addressed the Board regarding the Schnuck Park dam in need of repair. He stated to date nothing positive had been achieved through his efforts. He stated it was his opinion a negative mindset had been developed relative to the dam. He referred to documents he had, which included a warranty deed and abstract and title, etc. and read statements from the documents. He stated he knew every member of the board was intent on improving the image of CARD and reducing expenditures associated with daily operations. He stated however that he implored each of the board members to not let good intentions take precedence over their moral responsibility to govern fairly the tax payers they had been charged to serve. He stated the breach in the dam was a result of the failure by CARD to maintain their property.

Joe Ashmann addressed the Board regarding his attendance at the last meeting and asked if any of the Board members visited the property at Tara Lane. He described the property and stated he thought it was a disgrace to the neighborhood and outlined things he stated needed to be done to the property to present it to market. He stated the property value had to have dropped \$155,000 since it was purchased. He referenced the savings related to the refunding of the 2004 bond and stated the losses at the Vivian and Tara Lane properties probably exceeded the savings from the bond refunding. He also referenced the article in the newspaper about Rosemary Barczewski.

James Sparks addressed the Board regarding Chad Robbins and asked if Chad had accomplished his mission to become a PGA Pro. It was stated he was still working toward it. He referenced a Memorandum of Understanding and asked if there was a consensus as to whether the District had gotten its monies worth from the tax payers and whether having an Assistant Manager without a PGA license was a worthwhile expenditure. He asked that there not be an extension of his memorandum and asked that CARD not ever enter into a memorandum of understanding. He referred to the Special Meeting on September 9, 2013 and stated at the end of the public comment Dave Tanzyus started the process to go into closed session, but was interrupted. Jim Sparks stated some board members agreed to have Pete Palumbo participate in the closed session and that Dave Tanzyus continued and moved the meeting into closed session. He asked Attorney Paul Evans whether that was a move that would be allowed by statute to take anyone of the folks and ask them to go into a closes session meeting. Paul Evans stated it was, and Dave Tanzyus explained why Pete Palumbo was in the closed session. Jim Sparks stated he wanted to put the Miner's theater and Pleasant Ridge Park together and stated as bad track record as Arlington Greens had, at least there was an opportunity for it to generate income. He stated with Pleasant Ridge Park no income would ever be received by its usage and with 3.5 million already invested and he recommended transferring ownership to the City of Maryville.

John Nieman addressed the Board regarding questions he had for the District. He asked if CARD was adding more debt, what the plans were to get the debt down, how much Arlington had been paid down, etc. Commissioner Tanzyus and Achenbach answered his questions and explained bonds.

### **CONSENT AGENDA:**

A motion was made by Mark Achenbach, seconded by Patrick Collins to approve the consent agenda.

- Mark Achenbach asked about meeting minutes from October 28, 2013 and referred to recommendations made from the special audit conducted by Hughes and Associates in 2012. He stated he wanted it to be in the minutes that recommendations made from the special audit in 2012 were discussed as things the board should/would take action on. Terry Wilson stated action had been taken on most of the items.
- Mark Achenbach referred to the Claims and Accounts and the Treasurer's report, and asked for modifications to the Claims and Accounts report to match the totals of the Treasurer's report by date. There was also discussion about individual bills.
- Mark Achenbach asked about the classification of things they should be looking at as Capital Improvement versus Capital Maintenance.
- Patrick Collins asked about meeting minutes from October 15, 2013 regarding the agenda item for Ordinance 13-3 and clarified a statement made by Terry Wilson in the minutes regarding a 3% savings. He stated the savings had to be less than 3% and that was not an interest rate of less than 3% the District needed to proceed with the refunding of the bond.

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

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

Shelly Crehan stated regarding rentals at Willoughby Farm she wanted the Board to understand that rentals are done at Willoughby and had been for 10 years. She stated in the last year they had brought in approximately 5,000 patrons.

Karl Schmidt presented information about Splash City, specifically regarding generating more revenue. He stated some fees were being increased for park rentals, but general admission rates were staying the same. He stated they were looking at adding private cabana rentals, pursuing a solar power grant to set up some things to offset power expenses, and looking at other options for the birthday party packages, etc.

Terry Wilson stated

- With the last storm there was a little damage and outlined some of the damage, which included a privacy fence at Pleasant Ridge Park that would need to be repaired.
- Dirt work, etc. was being done at the Jaycee field, which was one of the fields that the District could generate revenue from and were working on along with others to make them easier to maintain.
- Working on bonds and it looked like the District would be able to save approximately \$50,000 with the upcoming rollover bond.
- Developing a Special Use Event policy.

A motion was made by Mary Ann Bitzer, seconded by Mark Achenbach to accept staff reports. Upon roll being called, those voting AYE were: Achenbach, Bitzer, Collins, Lomax, Tanzyus. None voted NAY. Motion passed.

## **NEW BUSINESS:**

Regarding Ordinance 13-4 and the issuance of G.O. Bonds Terry Wilson stated basically as in years past they were sent out for bid, they received two bids and they got a bid of 1.25% from the Bank of Springfield. He stated last year it was .95%, but it was still less. Mark Achenbach explained to the public how bonds were paid and the purpose of rollover bonds. A motion was made by Patrick Collins, seconded by Mark Achenbach to adopt Ordinance 13-4, An Ordinance providing for the issue of General Obligation Park Bonds, Series 2013, of the Collinsville Area Recreation District, Madison and St. Clair Counties, Illinois, to provide payment for outstanding bonds of said Park District, and providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds. Upon roll being called, those voting AYE were: Achenbach, Bitzer, Collins, Lomax, Tanzyus. None voted NAY. Motion passed.

Regarding the 2014 Tax Levy Terry Wilson referred to a document provided to the Board outlining proposed levies for each of the funds. He stated in years past the amounts levied in each of the restricted funds were too low and what they were striving for was for the funds to be at the level they needed to be to pay expenses as well as allow for some reserve.

- Patrick Collins asked if the District did not levy enough in the past for certain restricted funds, he asked where the funds came from to cover the expenditures. Terry Wilson stated it came from the General Fund. Explanation was provided regarding increases in certain funds from last year.

Terry stated there was an increase in the Museum Fund to cover having a maintenance employee at Willoughby Farm full time that was previously split between the Park's Department and Willoughby Farm. He provided explanation about how things were done in the past, regarding employee costs and the funds they were attached to, transfers made between funds in the past, etc., and stated now all employee costs would be charged directly to the funds the employees worked under.

Regarding rates for Arlington Greens and Splash City Mark Marcuzzo referred to a rate sheet provided to the Board for Arlington Greens and presented information about proposed rate changes. There was discussion about resident versus non-resident league fees, etc. Karl Schmidt referred to a sheet and presented information to the Board about Splash City rates. He referenced proposed changes to locker fees, cabana rentals, party/event rentals, etc. There was discussion about Splash City rates compared to other water parks. Prior to making a motion to approve the proposed rates it was agreed the motion would include an approval to change the cost of the Non-Resident Jr Golf Pass rate from \$150.00 to \$200.00. A motion was made by Jeanne Lomax, seconded by David Tanzyus to approve proposed rates for Arlington Greens and Splash City for 2014. Upon roll being called, those voting AYE were: Achenbach, Bitzer, Collins, Lomax, Tanzyus. None voted NAY. Motion passed.

Regarding a Special Event policy Terry Wilson stated there were still gray areas regarding special events and rentals, to include utilization of staff and District equipment for special events not sponsored by the District. He referenced the Italian Fest and stated in 2013 42 man hours were invested in that festival to take and remove tables, trash cans, etc. Additionally, he stated the District was not able to rent most pavilions because the tables for the pavilions were placed at the festival. He stated he proposed charging a rate for staff, equipment etc. for such events. He also explained other rules he proposed for pavilion/room rentals, Willoughby Farm rentals, etc. The Board discussed the proposed policy and Wendy Valenti with the Chamber of Commerce presented information about community partnerships and specific considerations regarding the District's contribution to some of the events referenced during the discussion. Dave Tanzyus stated by accepting the policy did not negate the opportunity to individually discuss events, such as the Italian Fest, and make exceptions for such events. Terry Wilson clarified the policy was not done and the discussion was closed and no action was taken.

### **OTHER BUSINESS:**

A motion was made by Patrick Collins, seconded by Mark Achenbach 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, Tanzyus. None voted NAY. Motion passed.

The Board adjourned to CLOSED SESSION at 8:40 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 David Tanzyus, November 19, 2013 at 9:25 PM at the district office, 10 Gateway Drive, Collinsville, Illinois. Upon role 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.

A motion was made by Mark Achenbach, seconded by Dave Tanzyus to approve minutes of the closed session as presented in the motion. Upon roll being called, those voting aye were: Achenbach, Bitzer, Collins, Lomax, Tanzyus. None voted nay. Motion passed.

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

The meeting stood adjourned at 9:26 PM.

Respectfully submitted,

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Susan Zaber, Recording Secretary

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Date