



COLLINSVILLE AREA RECREATION DISTRICT

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REGULAR MEETING MINUTES JULY 21, 2015

The Regular Meeting of the Board of Park Commissioners of the Collinsville Area Recreation District was called to order by President Patrick Collins at 6:32 PM, July 21, 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 and Brad Sewell. Commissioner David Tanzyus arrived at 6:41 PM.

Staff present included: Susan Zaber, Iva Briggs, Mark Kosmatka and Kimberli DeRossett. Attorney Paul Evans arrived at 6:39 PM.

CONSENT AGENDA ITEMS

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

- Committee of the Whole Meeting minutes for June 9, 2015
- Regular Meeting minutes for June 16, 2015
- Closed Session minutes for June 9, 2015 and June 16, 2015
- Treasurer's report for period ending June 30, 2015
- Claims and Accounts list in the amount of \$357,309.53

Achenbach moved to accept the consent agenda, and Sewell seconded the motion.

Sewell questioned the treasurer's report and why the ending amount of one month was not the same as the beginning balance of the next month. The board proceeded to look through the reports for April, May, and June. He noted it was off by a large amount. Zaber noted there were Treasurer's reports that still needed to be corrected, due to transfers, etc. or corrected Treasurer's reports that still needed to be posted.

Achenbach noted that taxes were coming in already.

Achenbach also noted that approximately 10% of what we bought was for resale. He stated he would like to see what we bought versus what we sold. He wanted to make sure we were making a profit. Iva stated she would have a list of reports for the next meeting. Collins stated he would like detail as well. Lomax noted we needed to see the return. Briggs noted we had the three best days at Splash City in the eleven years she had been here.

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

EXECUTIVE DIRECTOR & STAFF REPORTS:

Zaber presented information for the Executive Director report:

- Zaber noted that Briggs has been spending many hours correcting Open Systems, the District's accounting system. She also noted the audit, originally scheduled for June, would start the next week. She stated there was not one central area for the problems, and the auditors stated they thought the problem was in the software.
- Zaber stated she planned to send out closed session minutes for review at the next meeting in preparation for the next review.
- Zaber also noted there was a sprinkler inspection on July 29th and that IPARKS was doing a thorough investigation of all facilities for safety protocols and policies.
- Zaber also stated VSI reporting issues were ongoing and there was a meeting with Tim Childers and Briggs to try to work on making the system more user friendly.
- Zaber also noted that July 3rd was Chad Robbin's last day at Arlington Golf Course. Lee Wasser has taken on management of food and beverages at the golf course.
- She also noted that she had met with all staff and they were working on the capital plan.
- Zaber stated the Chamber After Hours was held at Splash City on July 9 and CARD was presented with a Progress Award for the installation of the solar panels.
- Zaber stated the Ketchup Bottle Festival also took place at Woodland Park this year. It was very successful and the grounds were not too bad following the event.
- Tunes on Tap was held at Splash City. The numbers were low, but the feedback was good.
- Dash 'n Splash had a questionable future, but a profit was made this year. Collins noted the extreme heat was a draw back for the last two years.
- CARD received a \$500 IPARKS grant for safety supplies, which would be used primarily for playground mulch.
- CARD received reimbursement for the solar grant that was applied to the capital improvement fund.

Achenbach went on to question the Willoughby Farm reports for a lift station pump. Kosmatka noted it is being installed the next week.

Collins went on to question the Arlington Wetland Report and a comment made regarding there would be more information on July 22nd to help increase wildlife activity. Kosmatka explained what the comment meant in detail, and stated they planned to bring in other activities and classes to the wetlands.

Achenbach moved to accept the reports. Tanzyus seconded. Achenbach, Collins, Lomax, Sewell and Tanzyus voted AYE to accept the reports. None voted NAY. Motion carried.

OLD BUSINESS:

Collins stated there was no old business to discuss.

NEW BUSINESS:

Collins opened discussion and action regarding 2016 Willoughby Farm Rental Pricing.

- Zaber noted she included the current contract as well as a sheet with pricing changes. The last page of the board packet had the actual price comparisons/changes listed. It was noted there were already rentals scheduled for 2016 and individuals had been told at the time of scheduling a rental that the 2016 prices were subject to change. A couple questions were asked by Commissioners Lomax and Collins, regarding use of a patio heater and liquor license fee. Evans stated he would like to make a couple legal changes and provisions to the contract. He also noted the difference between straw and hay.

Achenbach made a motion to adopt the price changes as presented and pending completion of legal modifications to the contract. Roll was called with the following voting AYE: Achenbach, Collins, Lomax, Sewell and Tanzyus. None voted NAY. Motion carried.

Collins opened discussion and action regarding lease of a greens roller.

- Zaber stated the lease of the greens roller was budgeted in the 2015-2016 operating budget. She went on to point out it was a lease, not a lease to purchase. Zaber stated that according to Kyle Smith, Golf course Superintendent, the District should see a cost savings by minimizing the use of chemicals. Achenbach asked if we currently had a greens roller. Zaber stated no, but the use of one would provide a large costs saving. The board wanted to know how we had been getting by without it, and had other questions regarding use of a greens roller versus other options. No action was taken regarding lease of the greens roller.

PUBLIC COMMENT

Mike Camp was the only resident to speak during public comment. He stated had been involved with the Jaycee Sports Complex since 1990 and wanted to know what would happen next year. Collins noted this was a matter that could not be discussed at that time. If nothing happened, things should be similar to the current year. Camp also was looking for a timeline on the replacement of the Executive Director. He stated his concern that a potential replacement would push out baseball and softball, and he knew of at least 350 families that would affect. Tanzyus questioned the possibility of a complex board made up of various organizations of those currently using the fields. Camp stated he did not know what was currently happening with that.

FOR THE GOOD OF THE DISTRICT

David Tanzyus referenced the award presented to CARD by Collinsville Progress and stated it said something about the Board that they were able to keep moving ahead and do things, even though the District was struggling under debt issues.

OTHER BUSINESS:

A motion was made by Achenbach and 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. (5ILCS 120/2 (c) 1, 5, 6, 11). Those voting AYE were Achenbach, Collins, Lomax, Sewell and Tanzyus. None voted NAY. Motion carried.

The Board adjourned to CLOSED SESSION at 7:26PM.

The Regular Meeting of the Board of Park Commissioners of the Collinsville Area Recreation District was called to order in OPEN SESSION by Collins, July 21, 2015 at 9:06 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.

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, Collins, Lomax, Sewell and Tanzyus. None voted NAY. Motion carried.

The meeting stood adjourned at 9:07 PM

Respectfully submitted,

Susan Zaber, Board Secretary

Date