

**CLAIMS & ACCOUNTS**  
**03/16/2012-04/12/2012**

<b>GENERAL CORP.</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
ACE HARDWARE	SHELF BRACKETS, SPRAYER & OIL	\$71.95
ALLIED WASTE	TRASH REMOVAL	\$447.95
ARAMARK	UNIFORMS	\$155.50
AMERIGAS	FUEL	\$855.51
AT & T WIRELESS	CELL PHONES	\$12.86
AMEREN	UTILITIES	\$2,911.22
AUTO ZONE	PARTS-FIELD RAKE & GRASSHOPPER	\$49.01
BELLEVILLE SEED HOUSE	FIELD MARKER-WOODLAND & COMPLEX	\$385.50
BELLEVILLE NEWS DEMOCRAT	PAPER DELIVERY & ADS	\$321.23
BOB CAT OF ST LOUIS	PARTS-BOBCAT	\$213.45
BUZZ'S AUTOMOTIVE	REPAIRS-96 DODGE PICK-UP	\$146.77
BYRON GERBER PETRI & KALB	LEGAL SERVICES	\$854.50
CALL ONE	TELEPHONE	\$176.31
CASEYVILLE FENCE CO	REPAIRS-FIELD # 5	\$137.00
CITY OF COLLINSVILLE	CELL TOWER REIMBURSEMENT & WATER	\$514.00
CITY OF TROY	WATER-PLEASANT RIDGE	\$31.30
COLLINSVILLE ICE & FUEL	FILL DIRT, LIME & MULCH	\$1,309.78

CONNOR CO	REGULATOR HOLDER,TAPE & FAUCET	\$118.63
DELTA DENTAL	INSURANCE-DENTAL	\$191.03
DEX	YELLOW PAGES-ADVERTISING	\$53.36
FASTENAL	MAINT SUPPLIES	\$30.44
FERREL GAS	FUEL-TARA LANE	\$755.45
FROST ELECTRIC	LIGHT BULBS-OFFICE	\$149.28
HASLER	POSTAGE	\$74.11
JOHN DEERE FINANCIAL	MAINT SUUPLIES & PARTS-EX MARK & MOWER	\$377.92
JOHN DEERE LANDSCAPE	FERTILIZER-FLETCHER FIELD	\$624.71
JOHNNY ON SPOT	PORTABLE RESTROOMS	\$277.16
LARRY RAMSEY	PRINTING FORMS	\$111.00
MASCOUTAH EQUIPMENT	PARTS-GRASSHOPPER	\$115.01
MASTERCARD-CHARLIE	FUEL, MAINT SUPPLIES & PARTS-MOWERS	\$115.25
MASTERCARD-GREG	FUEL & MAINT SUPPLIES	\$193.76
MASTERCARD-KEITH	FUEL	\$38.27
MASTERCARD-KEVIN	FUEL	\$92.65
MASTERCARD-ROSEMARY	OFFICE SUPPLIES & STAFF MEETING	\$618.45
M & M SERVICE CO	FUEL	\$885.33
MUZAK	RENTAL-MUSIC SERVICE	\$48.60
PAYROLL	3/2/2012	\$9,079.26
	3/16/2012	\$8,663.87
	3/30/2012	\$9,027.63

PETTY CASH	OFFICE SUPPLIES & STAFF MEETING	\$4.24
REFUNDS	RICHARD CHASE	\$50.00
	NIESE RODGERS	\$15.00
ROSEMARY BARCZEWSKI	CELLPHONE	\$30.00
R P LUMBER	WASHERS, NUTS, SCREWS & TREATED WOOD	\$446.16
SAMS	OFFICE SUPPLIES	\$15.98
SOUTHWESTERN ELECTRIC	UTILITIES	\$571.91
TOMARK	BALL FIELD CHALKER	\$256.23
TROY AUTO PARTS	REPAIRS-BRUSH CUTTER	\$64.34
US CELLULAR	CELL PHONE	\$55.16
VERIZON WIRELESS	CELLPHONE	\$68.43
VILLAGE OF MARYVILLE	WATER & SEWER-TARA LANE	\$33.32
	<b>TOTAL GENERAL CORP:</b>	<b><u>\$41,845.78</u></b>

RECREATION	DESCRIPTION	AMOUNT
AMEREN	UTILITIES	\$220.28
AMERIGAS	FUEL	\$855.52
ARAMARK	UNIFORMS	\$155.50
AT & T WIRELESS	CELL PHONE	\$12.87
BELLEVILLE NEWS DEMOCRAT	ADVERTISING	\$271.60
BYRON CARLSON, PETRI & KALB	LEGAL FEES	\$854.50
CALL ONE	TELEPHONE	\$176.31
CULLIGAN	WATER-OFFICE	\$50.45
DATAMAX	LEASE-COPIER	\$165.00
DELTA DENTAL	INSURANCE-DENTAL	\$303.01
DEX	YELLOW PAGES-ADVERTISING	\$53.35
ELIZABETH DAVIS	MILEAGE REIMBURSEMENT	\$49.78
EUREST DINING	BUFFET-DADDY/DAUGHTER DATE NITE	\$4,466.67
HASLER	POSTAGE	\$40.00
KELSEY RUNDLE	CELL PHONE	\$30.00
KYLE'S CARDS & TROPHIES	TROPHIES-SOFTBALL TOURNAMENT	\$142.00
LARRY RAMSEY	PRINTING FORMS	\$26.00
M & M SERVICE	FUEL	\$885.33
MASTERCARD-CHARLIE	FUEL	\$55.91

MASTERCARD-ELIZABETH	ADVERTISEMENT	\$30.00
MASTERCARD-GREG	FUEL	\$167.35
MASTERCARD-KEITH	FUEL	\$38.27
MASTERCARD-KELSEY	MEETINGS	\$61.33
MASTER CARD-KEVIN	FUEL	\$92.65
MASTER CARD-RICK	FUEL, REPAIRS-CARAVAN & PROGRAM EXPENSE	\$433.14
MASTERCARD-ROSEMARY	OFFICE SUPPLIES	\$516.64
MASTERCARD-SHELLY	RENTAL & SUPPLIES- DADDY/DAUGHTER DATE NITE	\$989.49
PAYROLL	3/2/2012	\$10,666.94
	3/16/2012	\$10,643.10
	3/30/2012	\$10,452.52
SAMS	SUPPLIES-DADDY/DAUGHTER DATE NITE	\$125.85
SHELLY CREHAN	CELLPHONE	\$30.00
SOUTHWESTERN ELECTRIC	UTILITIES	\$571.91
ST LOUIS POST DISPATCH	ADVERTISEMENT	\$151.42
US CELLULAR	CELL PHONE	\$55.16
VERIZON WIRELESS	CELL PHONES	\$68.43
	<b>TOTAL RECREATION:</b>	<b><u>\$43,908.28</u></b>

<b>AQUATIC</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
ALLIED WASTE	TRASH REMOVAL	\$179.57
BYRON CARLSON PETRI & KALB	LEGAL FEES	\$854.50
CALL ONE	TELEPHONE	\$176.30
DELTA DENTAL	INSURANCE-DENTAL	\$62.36
HASLER	POSTAGE	\$40.00
ILLINOIS STATE POLICE	BACKGROUND CHECKS	\$1,500.00
LARRY RAMSEY	PRINTING FORMS	\$500.00
MASTERCARD-ROSEMARY	OFFICE SUPPLIES & WEB HOSTING	\$631.58
MASTERCARD-STEPHANIE	MEETING	\$18.96
MOW PRINTING	PRINTING-FLYERS	\$345.46
MUZAK	RENTAL-MUSIC SERVICE	\$48.59
PAYROLL	3/2/2012	\$1,766.80
	3/16/2012	\$1,202.95
	3/30/2012	\$3,191.30
PETTY CASH	LIFEGUARD TRAINING	\$22.10
RECREONICS	HEAD IMMOBILIZER	\$248.97
SOUTHWESTERN ELECTRIC	UTILITIES	\$773.06
STARFISH AQUATICS	LIFEGUARD TRAINING & AUDITS	\$5,998.78
THE LIFEGUARD STORE	HOODED SWEATSHIRTS & HIP PACKS	\$867.00
THE TOURISM BUREAU	ADVERTISEMENT	\$1,418.00
VERIZON WIRELESS	CELLPHONES	\$68.43

YMCA

RENTAL-LIFEGUARD TRAINING

\$210.00

**TOTAL AQUATIC:**

**\$20,124.71**

<b>MUSEUM</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
ALLIED WASTE	TRASH REMOVAL	\$68.96
AMEREN	UTILITIES	\$298.58
BELLEVILLE NEWS DEMOCRAT	ADVERTISING	\$300.00
BYRON CARLSON PETRI & KALB	LEGAL FEES	\$854.50
CALL ONE	TELEPHONE	\$17.80
CAROL FRERKER	CELL PHONE	\$30.00
CITY OF COLLINSVILLE	WATER & SEWER	\$239.69
FIRE APPLIANCE	SERVICE-FIRE EXTINGUISHERS	\$50.00
HASLER	POSTAGE	\$40.00
JOHN DEERE FINANCIAL	ANIMAL FEED & MAINT SUPPLIES	\$166.00
MARK JUDGE	LUNCH-VOLUNTEERS	\$136.93
MASCOUTAH EQUIPMENT	TIRE-MULE	\$143.70
MASTERCARD-CAROL	VOLUNTEER LUNCHES & HERITAGE DAY SUPPLIES	\$316.68
MIKE'S AUTOMOTIVE	REPAIRS-MOWERS	\$15.00
PAYROLL	3/2/2012	\$4,762.81
	3/16/2012	\$3,924.31
	3/30/2012	\$3,892.81
REFUND	ANGELA RICE	\$3.00
	CORY LUTER	\$150.00
	<b>TOTAL MUSEUM:</b>	<b>\$15,410.77</b>



<b>GOLF</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
AL'S AUTOMOTIVE	SHOP TOWELS,DUCK TAPE & PARTS-MOWERS	\$748.07
ALLIED WASTE	TRASH REMOVAL	\$220.31
AMEREN	UTILITIES	\$1,757.34
ARAMARK	UNIFORMS	\$384.22
AREA WIDE	RENTAL-ICE MACHINE	\$230.00
BATTERY SPECIALISTS	RENTAL-GOLF CARTS & PARTS	\$7,870.42
BELLEVILLE SEED HOUSE	FLOWERS	\$378.75
BOB LOVATTO	CELLPHONE	\$30.00
BYRON CARLSON PETRI KALB	LEGAL FEES	\$854.50
CALL ONE	TELEPHONE	\$176.31
CHARTER	INTERNET	\$126.28
CULLIGAN	WATER	20.45
DALE HENDRICKS PLUMBING	REPAIRS-RESTROOMS	\$259.05
DAVID HAULING	HAULING-TOPSOIL	\$746.41
DELTA DENTAL	INSURANCE-DENTAL	\$249.44
FEMA-L & L FOODS	FOOD	\$132.90
FASTENAL	MAINT SUPPLIES	\$1.88
GREENS PRO	CHEMICALS	\$5,248.00
HASLER	POSTAGE	\$40.00
ILL-AMERICAN WATER	WATER	\$158.35

JOHNNY ON SPOT	PORTABLE RESTROOMS	\$60.00
JOHN DEERE LANDSCAPES	MAINT SUPPLIES & CHEMICALS	\$2,031.75
KOHL'S WHOLESALE	FOOD	\$1,238.24
KYLE SMITH	CELLPHONE	\$30.00
LARRY RAMSEY	PRINTING FORMS	\$26.00
MADISON COUNTY SAND	TOPSOIL	\$1,205.21
MASTERCARD-MARK M	FOOD, MAINT & OFFICE SUPPLIES	\$286.03
MASTERCARD-ROSEMARY	OFFICE SUPPLIES	\$516.63
M & M SERVICE	FUEL	\$728.65
MARK MARCUZZO	CELLPHONE	\$30.00
MILO'S TOBACCO	CIGARS	\$410.20
MTI	PARTS-MOWERS	\$3,759.81
MUNIE GREENCARE	MAINTENANCE	\$1,825.00
ORKIN	PEST CONTROL	\$133.00
PAYROLL	3/2/2012	\$9,864.73
	3/16/2012	\$10,958.08
	3/30/2012	\$12,976.26
PETTY CASH	FOOD,PHOTOS & MAINT SUPPLIES	\$63.15
SAMS	FOOD	\$50.06
SIGCSA	MEMBERSHIP	\$105.00
SPECIAL SERVICE AREA	SEWER	\$73.68
SUPREME TURF	CHEMICALS	\$1,500.00
THE TELEGRAPH	ADVERTISEMENT	\$480.00

THE TOURISM BUREAU	ADVERTISEMENT	\$1,950.00
TITLEIST	RESALE-GOLF CLUBS & BALLS	\$2,917.74
TROY FOODS	FOOD	\$145.00
WONDER/HOSTESS	FOOD	\$266.36
	<b>TOTAL GOLF:</b>	<b><u>\$73,263.26</u></b>

<b>SOC. SECURITY</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFTPS	3/2 PAYROLL	\$2,891.19
EFTPS	3/16PAYROLL	\$2,958.20
EFTPS	3/30PAYROLL	\$3,151.36
	<b>TOTAL SOC. SECURITY</b>	<b>\$9,000.75</b>

<b>MINERS</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
ALLIED WASTE	TRASH REMOVAL	\$55.08
AMEREN	UTILITIES	\$1,386.61
CITY OF COLLINSVILLE	WATER & SEWER	\$30.53
MASTERCARD-RICK	MEETINGS	\$37.62
	<b>TOTAL MINERS:</b>	<b>\$1,509.84</b>

<b>CAPITAL IMPROVEMENT</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
METRO GLASS	GLASS-KITCHEN CABINETS-WILLOUGHBY	\$25.36
R P LUMBER	WEATHER STRIPPING, DOOR BOTTOM & PANEL	\$80.45
THROM CONSTRUCTION	ROOF REPAIR-VIVIAN	\$150.00
MASTERCARD-CAROL	KNOBS-HUTCH-WILLOUGHBY	\$39.55
TNEMEC CO	PAINT-SLIDES	\$5,643.70
	<b>TOTAL CAPITAL IMPROVEMENT:</b>	<b>\$5,939.06</b>

AUDIT	DESCRIPTION	AMOUNT
PAYROLL	3/2/2012	\$653.38
	3/16/2012	\$653.38
	3/30/2012	\$653.38
<b>TOTAL AUDIT</b>		<b>\$1,960.14</b>

IMRF	DESCRIPTION	AMOUNT
IMRF	FEB.	\$6,256.66
<b>TOTAL IMRF</b>		<b>\$6,256.66</b>

WORKMAN'S COMP	DESCRIPTION	AMOUNT
PAYROLL	3/2/2012	\$1,000.00
	3/16/2012	\$1,000.00
	3/30/2012	\$1,000.00
<b>TOTAL WORKMAN'S COMP</b>		<b>\$3,000.00</b>

<b>TOTALS</b>	
GENERAL CORP.	\$41,845.78
RECREATION	\$43,908.28
AQUATIC	\$20,124.71
MUSEUM	\$15,410.77
GOLF	\$73,263.26
SOC.SECURITY	\$9,000.75
MINERS	\$1,509.84
CAPITAL IMPROVEMENT	\$5,939.06
AUDIT	\$1,960.14
IMRF	\$6,256.66
WORKER'S COMP.	\$3,000.00
<b>\$222,219.25</b>	



To: Board of Commissioners

From: Rick Robbins, Interim Executive Director

RE: Board Report, March/April 2012

Date: April 13, 2012

Upon the completion of the annual budget presented to the Board last month, staff prepared the budget and appropriation ordinance for public display. It has been posted on our website and is also available for viewing in our office. It will be presented also at a public hearing at our May 15<sup>th</sup> meeting, to be followed by the voting on the budget and the ordinance at our regular meeting.

Staff has been updating some Job Descriptions and preparing new ones when necessary. The Aquatic Supervisor position and executive Director position has been posted for applications. We will move forward very quickly on filling Stephanie's position, as opening day for the waterpark is May 26<sup>th</sup>. We will be interviewing a potential intern student next week.

We have begun contacting public finance firms about preparing proposals for the District that might help us in restructuring or refinancing our debt. Meetings with some of these firms and proposals should be coming in the next several weeks.

With Stephanie's move to North Carolina, her family is expected to vacate the house on Tara Lane by the end of May. We do not anticipate renting the house in the future, but if it is the desire of the Board, we will prepare the property for potential sale. Staff is currently awaiting insurance estimates for roof/ceiling damage in this house as well as the Vivian property.

Both Kevin and I helped to coordinate a work day at the Jaycee Sports Complex on March 31. This was coordinated along with the Extreme Softball, CBSL, the Raiders Football and other users of the Complex. About 50 volunteers were on hand for the workday. CARD provided many of the materials, equipment, plants, lunch and drinks for the group. Kevin and Greg were on site to assist with the day's projects.

The District received final approval and notification to proceed on this year's PEP grant projects. Some of these include: completion of the ADA ramp and new restroom in the Willoughby house, ADA lift and new lily pads for the waterpark, picnic tables for some of the parks, a new Bobcat tractor, playground improvements at Schnuck Park, & new hockey goals at the Glidden Park rink.

Pleasant Ridge Park is progressing towards completion very quickly, with the final landscaping, turf establishment, drainage corrections, and amenity installments being completed at this time. A final park walkthrough will take place in the coming weeks.

We would like to open the park in May, and will be choosing a park dedication date. The public is clamoring for the park to be opened.

I have attended and will be attending meetings regarding the expansion of Collinsville's TIF District that would incorporate the Collinsville Road area. It is in the District's best interest to be a part of any of these discussions and be aware of the impact that this TIF could have on the Park District.

Board President Bitzer and I attended the City Council's Strategic Session on Monday, April 9 to support discussion on our request for TIF reimbursement of a portion of our 2011 Miner's renovation expenditures. The discussion was mostly positive. The issue is scheduled for a Council vote on April 23.

Staff is working diligently to keep up with higher and sooner than normal Spring demands, as well as several projects. We are also working on our new 5-year Capital Improvement Plan that will help us plan for future projects and equipment replacement. All of the recently approved capital equipment items have been ordered or have already been received. We were able to attain the two large mowers at Arlington with better deals than were originally proposed.

Other meetings this month included MIF Board, Horseradish Festival Committee, CCTF, Sports Complex Advisory Board, EDC, Collinsville Chamber Board, Chamber networking events, Arlington Wetlands, IPARKS representative, City Council, Mayor Miller and Scott Williams, meetings with commercial vendors, and weekly staff meetings.

**To:** Board of Commissioners

**From:** Rick Robbins, Interim Executive Director



**RE:** Recreation Board Report

**Date:** April 13, 2012

The Recreation Division is preparing for all of our summer programs, camps, facilities, and events. As previously discussed, the staff is challenged with doing more with less staff this year, and has really stepped up for the District. The loss of Stephanie to our full-time staff will place an even bigger burden on the entire staff this summer. Some of that expertise and supervision will be handled by our key part-time waterpark staff, as well as Pete, Rosemary, Iva, Shelly, Kelsey, and me. Next week we will interview a recreation intern from ISU who is interested in coming here this summer.

Registration for the summer and the final spring session of classes has been good. Many classes are strong, with some of our new trips already filling up. New offerings include a couple new camps, adult karate, more gardening classes, and trips for adults/seniors.

Events that are coming up include our Annual Heritage Day Festival at Willoughby on May 5. This day includes live music, a hog roast, several old fashioned vendors provided by the Southern Illinois Artisans Guild, crafts, scavenger hunt, the Master gardeners, and more! The Willoughby farmhouse will be on public display for the first time as some of our volunteers will be giving tours throughout the day. After the festival day closes down, the Farm will re-open that evening for a good old-fashioned Hoe Down in the barn! Entry to that event is only \$5, while entry to the Heritage Day festival is free!

On May 20 we will be holding our first Bike Rodeo at the MEPRD site adjacent to the bike trails near Culver's. The event is free and is co-sponsored by MEPRD and Kohl's in Collinsville. Kelsey is coordinating this event along with Trailnet, Culvers, and volunteers and a grant from Kohl's.

Our annual Breakfast with the Bunny event took place at Ravenelli's on March 31 to an oversold crowd. We had about 120 in attendance that morning enjoying a buffet breakfast, coloring, visits and photos with the Easter Bunny, and a basket of goodies for the kids. Another very successful event put on by our Events Coordinator, Shelly Crehan.

The Fishing Derby is again scheduled the Saturday morning of the Horseradish Festival, June 2. The Woodland Park Lake will be stocked with 1-2 lb. channel catfish. Prizes will be awarded to the biggest fish in each age group; free hot dogs and drinks are also provided. The event is coordinated with the help of the Collinsville Sunrise



Kiwanis. The Bank of Edwardsville provides the awards for the biggest fish caught for a boy and a girl.

The adult co-rec volleyball league is continuing each Thursday night at Dorris Intermediate. The league will be heading into playoffs soon, with the top 4 out of 7 teams competing for the title. Open play will continue on Monday nights through mid-May.

Preparations continue for the 2012 season at Splash City. Staff is developing a management plan to oversee the park this summer without our Aquatic Supervisor. Craig Norrenburns will be acting manager on a part-time basis, with the assistance of Pete, Rick, and Rosemary and other key part-time staff. He is also leading the staff trainings over the next several weeks. The park opens on Saturday, May 26; staff orientation is May 17. Guest Services is open three days a week for event and party bookings. With the closing of the Belleville pool this summer, we are already seeing an impact with party bookings and inquiries.

The slide restoration project is underway with the outside of the slides already completed. Pure Play will be returning in a few days to continue with the Gel-Coating of the inside of the slides. The painting of the pools is scheduled for the weekend of April 28<sup>th</sup>. The paint has been purchased, and our staff will be working with volunteers from the Discovery Family Church to get the job done. Volunteers will also be doing landscaping throughout the park and other jobs preparing the park for opening.

We also met with the Splash City Gators swim team to discuss their 2012 season, fees, schedule and our affiliation with them.

Our annual Early Bird Softball Tournament took place the weekend of March 24<sup>th</sup> despite a very wet weekend. The umpires all volunteer their time so that all proceeds from the tourney can be put back into the Jaycee Field. Softball leagues all begin this week.

Much time is being spent coordinating with all of the user groups and teams on our athletic fields this spring and summer. Many of them are demanding an earlier start to their seasons. Meetings continue to take place with the new Sports Complex Advisory Board to work toward improvements at the Complex.

The animals are back at Willoughby! There are goats (along with 2 kids), rabbits, chickens, guineas, with more expected soon. The garden is already sprouting as volunteers have been able to work the entire winter on many projects. The house is the most notable. The entire first floor is now ready for use and will be on display at the Heritage Festival.

The Arlington Wetland project is preparing for bid and will begin by June. Staff is working with Madison County, and the Southwest IL RC & D to bring that project to completion by the end of September.

The International Horseradish Festival takes place in Woodland Park June 1-3 this summer. It will open on Friday night for the first time and also include a 5k run. Kelsey and I are on the committee. I am the Site Chairman and handle the food vendors, booths, stage, etc.; Kelsey handles the Fishing Derby.

**Superintendent of Parks - Kevin Brown**  
**April 2012**

1. Met with Missy K. (Impact) re: ADA issues at farm
2. Met with Rick R., Bill T., and Kelly S. re: Pleasant Ridge Park
3. Picked up Kubota tractor at Tara Lane and moved to shop
4. Removed graffiti from Optimist playground
5. Cut trees by lake in Woodland Park
6. Interviewed/hired several workers for seasonal positions
7. Worked on Dept. of Natural Resources OSLAD grant
8. Picked up limbs in Woodland and Glidden Parks
9. Met with Rosemary B. and Paul G. (insurance adj.) at Vivian
10. Worked on ordering new truck/mower/field rake
11. Seeded/strawed lake bank in Woodland Park
12. Met with Noeth Construction re: Pleasant Ridge
13. Met with Rick R. and Brett S. re: complex clean-up day
14. Repaired area around field 5 drinking fountain
15. Met with Jeff F. (Erb equipment) re: new field rake
16. Changed all locks from Raiders to CBSL at complex
17. Met with Susan Z. re: OSLAD grant completion
18. Met with Ajay (Sugarloaf nursery) re: trees at Pleasant Ridge
19. Moved recycling barrels from farm to golf course
20. Helped install large tent cover at golf course
21. Met with Keith and Charlie at field 7 re: issues
22. Picked up anchors/auger/chemicals at Rural King
23. Repaired swing at Lions playground
24. Attended all-staff meeting at Willoughby Farm
25. Chained new picnic table to anchor at Woodland Lake
26. Sprayed weeds in Woodland and Glidden Parks
27. Met with Carol F. and Mark K. at farm re: ADA ramp
28. Met with Tammy R. at Sports Complex re: concession issues
29. Met with Gary W. and Mike K. at complex re: CBSL concerns
30. Cleaned up area in front of Miners Theater
31. Removed trees at Arlington Wetlands with Kelsey R.
32. Worked on drain at Sports Complex
33. Cleaned up area storage building at complex
34. Met with Rick R. and Bill T. re: drainage challenges at Pl. Ridge



www.CollinsvilleRec.com

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**Report for the April 17, 2012 CARD Board of Commissioners meeting**  
Submitted by Elizabeth Davis, CARD Marketing/Communications Coordinator

Since we're still talking about the budget, I figured I'd just give the breakdown of the number in my marketing budget:

- You will notice an increase in aquatic over last year, an increase in corporate, a decrease in recreation, decrease in museum, and no change in golf.
- I have decreased the budget over the last four years. The budget was \$119,593 in 2009; the proposed budget for 2012-2013 is \$69,435; a decrease of \$50,158.

Total marketing budget for 2012-2013 is:

- **Splash City:** \$28,931 The \$6,500 increase represents new brochures for the park. The bulk of this advertising is broadcast ads, which makes up \$7,100. The next largest piece is our partnership with the Gateway Grizzlies (\$4,200). Lastly, the partnership with the Tourism Bureau equals \$3,770. Thanks to that agreement, we get 15% off media buys that reach the greater metro east/St. Louis region (this includes broadcast and radio commercials, as well as some print pieces).
- **Corporate:** \$8,809 The increase is that we moved phonebooks from Recreation to Corporate.
- **Recreation:** \$25,448; decreased by \$10,352 from last year. This budget was adjusted the most in the levy. The guide costs about \$6,500 to produce and we print two a year. I'll have to sell additional ads in the program guide to make up some of the difference. We're also contemplating changing the size of the guide and how it is produced. I also decreased print advertising.
- **Museum:** \$3,000 You'll see that I've spent less than \$2,000 so far this year. The farm has always been viewed as CARD's step-child, a beautiful stepchild, but not as marketed as the other properties. I'm hoping to do more this year to promote the classes and events at the farm. This will mean additional print ads and direct mail pieces. I am also working with staff to select promotional item for the different classes and groups that take classes at the farm.
- **Golf:** \$13,645 Golf is staying nearly the same. We don't expect to change the marketing plan too much in the next year. Perhaps add a direct mail piece, but that will be done in-house. The bulk of golf is our partnership with Grand Slam Sports (\$6,500)

**Upcoming Events and Activities**

- Heritage Day and Old-Fashioned Hoedown: Saturday, May 5
- Karate classes for children and adults start on April 16
- Dynamic Dance starts April 16
- Zumba is held every Saturday at the Activity Center
- Upcoming gardening classes at Willoughby Farm: Planning an Edible Landscape on April 17, Backyard Berries on April 19, Beginning Vegetable Gardening on April 24
- The Couples Golf Scramble at the end of this month is already full
- Pitch, Hit and Run Competition is Free for ages 7-14 at the Sports Complex on April 27
- The Ste. Genevieve wine tour is on April 28
- Irish Stepdance and Bodhran classes start May 14
- Golf clinics start the first week of May



# **Arlington Greens Superintendent - Bob Lovatto**

## **April Board Report**

1. Cleaned up landscaping around the clubhouse and are continuing the same on the course.
2. Created an area so that we can produce our own compost on site.
3. Received our used finish mower.
4. Top dressed greens twice.
5. Applied fungicides and fertilized to greens twice.
6. Applied weed control to limited areas.
7. Created more areas for wildflowers to reduce the area of maintained surface.
8. Designed landscape area at the sports complex.
9. Dug and delivered plants for the volunteer day at the sports complex.
10. Identified more high traffic areas and plan to mulch those areas.
11. Re-designed most of the mowing patterns through out the course.
12. Removed dead trees by #1 tee.
13. Added rock to cart paths.
14. Opened bathrooms on #6.
15. Kevin and his crew came and helped us put the tent up.
16. Mulched area by the clubhouse where we installed waterproofing.

**RESOLUTION NUMBER 12-3**

**A RESOLUTION MAKING CERTAIN INTERFUND TRANSFERS PERMANENT**

**WHEREAS**, during the course of the fiscal year it has been necessary to make certain transfers between funds of the District; and,

**WHEREAS**, the Board of Commissioners of the Collinsville Area Recreation District wish to make those certain transfers permanent and not to be repaid.

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

**Section 1:** That the following list of Inter-fund Transfers is hereby made permanent.

<u>DUE TO</u>	<u>DUE FROM</u>	<u>AMOUNT</u>
Aquatic Fund	Liability Fund	\$ 4,082.00
General Corporate Fund	Recreation Fund	\$ 80,657.23
General Corporate Fund	Golf Fund	\$103,752.40
Capital Improvement Fund	General Corporate Fund	\$200,000.00
Golf Fund	Liability Fund	\$ 4,083.00

**Section 2:** That this Resolution shall be spread at length upon the journals of the District and that it shall take effect immediately upon its passage and approval.

Passed and Approved the 17<sup>th</sup> day of April, 2012.

COLLINSVILLE AREA RECREATION DISTRICT

By \_\_\_\_\_  
Mary Ann Bitzer, President

ATTEST:

\_\_\_\_\_  
Rick Robbins, Board Secretary