

City of Collinsville

Minutes

Park and Recreation Advisory Commission
Special Meeting

Tuesday, November 19, 2024

6:00 pm

Activity Center

A. CALL MEETING TO ORDER

Vice Chair Seaton called the meeting to order at 6:02 pm.

B. ROLL CALL

Present: Arguelles, Cook, Gottschalk, and Seaton

Absent: Bronnbauer, Colon, and Gary

Also present: Director of Parks and Recreation Kimberly Caughran, Superintendent of Parks Jared Chestnut, Superintendent of Willoughby Farm Carol Freker, Superintendent of Recreation Kristen Siebert, Assistant Director Jessica Fowler and Scott Rayho.

C. SPEAKERS FROM THE FLOOR

D. DISCUSSION

E. APPROVAL OF MINUTES

- a. A motion was made by Seaton, seconded by Cook to approve the minutes of the September 3, 2024, meeting. The motion carried by the following vote:

Aye: 3

Nay: 0

Absent: 3

Abstain: 1

F. NEW BUSINESS

- a. All Inclusive Playground Fundraising: Caughran ran through a slide show of the all inclusive playground and explained the partnerships and donations that will be sought for financial support.
- b. New Program Ideas: Caughran reported on the department taking over the Catsup Bottle Festival and combining it with a "Catch Up"/Catsup Triathlon. She mentioned a pickleball tournament and asked for ideas to improve the outdoor movies. Suggestions ranged from getting sponsors including Heights Church. Siebert talked about the most successful movies have had the fire department partnership or the Super Mario

Brothers movie had the best attendance. Caughran then asked for new program ideas. Seaton suggested public hunting, and a disc golf tournament—maybe at midnight. Arguelles suggested adult dance classes.

G. OLD BUSINESS

H. STAFF REPORT

Caughran reported on the departmental downsizing and the loss of the Aquatics Superintendent. She said that a lot of her time this fall has been in coordinating and compiling operating and CIP budgets. She reported on the completion of the 2023 St. Clair County grant and the application of the 2024 St. Clair County grant needing to be turned in by the end of the week. She explained that the staff has been sitting through software demonstrations in an effort to move away from the current software. She mentioned the up coming SIPRA Trivia Night and that she will be the IPRA southern region rep for the next three years.

Chestnut reported that he and the crew are performing the end of the season clean up at the parks including the winterization of the restrooms and drinking fountains. He reported that the crew is decorating the City for the Christmas holiday. He said that the Morris Hills projects need to be completed but the wet weather has prevented heavy equipment from accessing the park.

Frerker reported on the upcoming Sustainability Series that the farm has planned in 2025 as well as the Composting Series. Frerker highlighted the program that teaches the educators that will be held in the summer. She reported that the farm too, is getting ready for Christmas.

Siebert gave her report focusing the Bonfires and Brews that just wrapped up and including the upcoming December programs: Holiday House Decorating and the Light Up Parade and the activities that come along with it.

Fowler gave her report last starting with the shuttle bus and its increasing clientele. She reported that Aqua Park season passes will go on sale to the public on Black Friday at their most discounted rates. She reported that hiring will begin quickly for the Aqua Park and summer in general. The hours for the Aqua Park has modified its hours slightly for the upcoming season: Sunday through Wednesday the Aqua Park will close at 6 pm.

I. COMMENTS FROM COMMISSION MEMBERS

Seaton asked about the downsizing. He asked about a fundraising gala or dinner. Caughran thought that would be a great idea for the all inclusive playground. Seaton asked about leaving the leaves alone at the park. Chestnut explained that he does leave the leaves on the hillsides where he can, but also that appearance at the parks is important.

J. ITEMS FOR NEXT AGENDA

Fundraising

K. ADJOURNMENT: A motion was made by Seaton, seconded by Gottschalk to adjourn the meeting at 6:53 pm. The motion carried by the following vote:

Aye: 4

Nay: 0

Absent: 3

Abstain: 0