

City of Collinsville

Minutes

Park and Recreation Advisory Commission

Tuesday, January 16, 2024

6:00 pm

Activity Center

A. CALL MEETING TO ORDER

Caughran called the meeting to order at 6:04 pm.

B. ROLL CALL

Present: Colon, Cook, Gottschalk, and Seaton

Absent: Bronnbauer, and Gary

Also present: Director of Parks and Recreation Kimberly Caughran; Assistant Director of Parks and Recreation Jessica Fowler, Superintendent of Parks and Open Spaces, Jared Chestnut; Superintendent of Willoughby Farm, Carol Frerker; Superintendent of Recreation, Kristen Siebert; Superintendent of Aquatics Kate Fischer, and Scott Rayho.

C. SPEAKERS FROM THE FLOOR

D. DISCUSSION

E. APPROVAL OF MINUTES

- a. A motion was made by Colon, seconded by Gottschalk to approve the minutes of the November 21, 2023, meeting. The motion carried by the following vote:

Aye: 4

Nay: 0

Absent: 2

Abstain: 0

F. NEW BUSINESS

- a. Basketball Court at Woodland Park

Seaton led the discussion on where best to place the basketball court in Woodland Park. After discussion by all commission members, it was decided that the important part is to get the court installed early this year to replace the court that was removed.

- b. RD Track at Glidden Park

Chestnut led the discussion on the RC track at Glidden Park. Cook suggested that staff talk with the Troy Park staff to see how the RC track in their park operates.

G. OLD BUSINESS

H. STAFF REPORT

Fischer reported that is officially pool season. She indicated that she is getting geared up for the season by working on hiring and training. She reported that a tabling effort at CHS resulted in 25 new applications. She also reported that 16 returners were certified this past weekend. Additional trainings have been scheduled for the rest of the staff. She finished her report by stating that she will be attending the Association of Aquatic Professionals conference in February.

Siebert reported on drop-in volleyball stating that numbers have been consistently between 23 and 28 participants. She reported Karate and Yoga are on schedule for the entire 2024 year. She reported that CBSL registration is open and that Camp Kahok registration will open at the end of the month with a slight increase in the before and after care fees. She reported that positions are open for hiring including the Head Camp Counselor, camp counselor, and umpire positions.

Fowler reported that she has been working through the transition of Jed Robbins moving to City Hall including taking over the shuttle and assisting staff members where needed.

Frerker reported on a very busy January so far. She reported on the Sustainability Series and the individual classes involved within that series and the professionals that are teaching each class. She reported on the compost central program that she is working on to eliminate the woody waste ending up in landfills instead of back in the soil. She talked about the Wild Ones group from St. Louis and that the farm will be the host site for the chapter in the Metro East. She expressed her thanks for the Greenville Vet for their help with the animals in the extreme cold.

Chestnut reported that he and his crew are prepping for the upcoming season by getting their machines prepped and doing ballfield work at the Complex and Fletcher Field. He reported that similar to the farm, his crew has been working on propagating natives and planting them in the parks. He ended his report by stating he will start working on the basketball court.

Caughran reported on the staff changes including Jed Robbins and Leighann Moore both moving to City Hall. A new part time front desk attendant will begin work on January 22. Caughran reported on the 2024 PEP Grant. She said that the rate this year is \$5.50 per Madison County per capita population of Collinsville making the City's total just under \$120,000. This funding will go towards the all abilities playground in Glidden Park. She reported that ten RFIs have come in for the Sport Complex and that a review meeting has been scheduled with the Task Force. She finished her report by stating that the CIP is taking up most of her time with the following projects: Willoughby Farm Master Plan, the purchase of three trucks from the State Bid List, the tree plan (holdover from last year). She also reported on the cell tower leases that have been renegotiated to fund the Uptown Event Center.

I. COMMENTS FROM COMMISSION MEMBERS

Gottschalk asked about membership sales for the Aqua Park. Fisher reported that sales numbers have increased dollar-wise but are lower number-wise. She indicated that promotions are still being pushed for increased sales.

J. ITEMS FOR NEXT AGENDA

Tree Plan

K. ADJOURNMENT: A motion was made by Seaton, seconded by Gottschalk to adjourn the meeting at 6:43 pm. The motion carried by the following vote:

Aye: 4

Nay: 0

Absent: 2

Abstain: 0