

COLLINSVILLE COMMUNITY APPEARANCE BOARD
Meeting Minutes, Wednesday, March 11, 2026

A. CALL TO ORDER:

Jones called the meeting to order at 6:00 pm.

B. ROLL CALL

Present: (11) Brion Brown Sr., Deb Brown, Michelle Brown, Brion Brown Jr., Joe Calza, Pam Cox, Liz Dalton, Susan Hellige, Ken Jones, Misty Stahl, and Amanda Zika.

Absent: (2) Dia Bolandis, and Judy Nelson.

Also Present: Director of Parks and Recreation Kimberly Caughran.

C. SPEAKERS FROM THE FLOOR

D. DISCUSSION

E. APPROVAL OF MINUTES

A motion was made by Michelle, seconded by Brown, Jr., to approve the minutes of the February 11, 2026, meeting as corrected. The motion was carried by a unanimous vote.

Aye: 11

Nay: 0

Absent: 2

Abstain: 0

F. NEW BUSINESS

a. Arbor Day Tree Planting

Brown, Jr., has reached out to the principal at Summit Elementary School. Due to schedule changes the tree planting needs to be at 11 am or 1 pm. Dalton will follow up with Willoughby Farm Superintendent Carol Frerker to adjust times. Brown, Jr. will follow back up with the school on the preferred time. Zika confirmed purple shirts for the Arbor Day tree planting.

G. OLD BUSINESS

a. Glidden Park Sign

Barney indicated that the work needed to include digging out around the sign, pushing it back, bracing the sign, adding rebar and then pouring concrete. He would like to coordinate with the parks maintenance crew and/or the Streets Department to handle the concrete work. They will need a power source and water unless City staff will take on the concrete work. No date has been decided on.

b. St. Louis Road Streetscape

After thorough discussion, a motion was made by Michelle, seconded by Dalton to take on the St. Louis Road Streetscape project. The motion was carried by a unanimous vote. They did reserve the right to return the project to the City at a later date.

Aye: 11

Nay: 0

Absent: 2

Abstain: 0

c. 2026 Projects

A. Beltline/Highway 159 Island: Jones read Bolandis's report in her absence. No work days need scheduled at this point. Bolandis will tackle the trash and weeds upon her return. The daffodils are blooming! Bolandis and her husband plated 200(!) purple and white tulips—Jones has seen them breaking through the ground.

B. West Main Street/Westmoreland Island: Stahl reported that Nelson has applied pre-emergent and tidied up a bit. Stahl raked through the leaves in the wind last night. She left two bags for pick up by the maintenance staff.

C. St. Louis Road/Caseyville Road Island: Barney reported that between the cars and snowplows running into the landscaping, he is at a loss as to what to do with the area. He commented that the weeds will be blooming soon. Parks maintenance staff will clear the site per discussion at the last meeting.

D. Listemann Park: Hellige hasn't done anything yet. She will clean it up and apply pre-emergent when the weather allows. She will get a list of what needs replaced and confer on budget with Caughran.

E. Uptown Area: Dalton reported that nothing is going to be exciting until May.

F. Century Oak: Jones reported on the number of trash cans in front of the tree on trash day. Besides a new location, the tree doesn't need anything now.

G. Litter Pick Up: April 18, 2026, at 7 am will be the next litter pick up date. This will give the Board the opportunity to attend WEEDing Day afterwards.

H. STAFF REPORT

Caughran reported on WEEDing Day scheduled for April 18. She continued by stating a new Farm Maintenance Technician will start on Monday. The first design meeting for the parks maintenance shop was held the previous week. A half court basketball court will be constructed in Woodland Park soon.

I. COMMENTS FROM COMMISSION MEMBERS

Jones commented that the dedication tree for his parents was taken down.

J. ITEMS FOR NEXT AGENDA

K. ADJOURNMENT: A motion was made by Michelle, seconded by Dalton, to adjourn the meeting at 6:36 pm.

Aye: 11

Nay: 0

Absent: 2

Abstain: 0