

City of Collinsville

Minutes

Park and Recreation Advisory Commission

Tuesday, May 5, 2026

6:00 pm

Activity Center

A. CALL MEETING TO ORDER

Director Caughran called the meeting to order at 6:01 pm.

B. ROLL CALL

Present: Arguelles, Bronnbauer, Cook, George, Gottschalk, and Swinnen

Absent:

Also present: Director of Parks and Recreation Kimberly Caughran, Superintendent of Parks and Scott Rayho.

C. SPEAKERS FROM THE FLOOR

D. DISCUSSION

E. APPROVAL OF MINUTES

- a. A motion was made by Cook, seconded by Arguelles to approve the minutes of the March 3, 2026, meeting. The motion carried by the following vote:

Aye: 6

Nay: 0

Absent:0

Abstain: 0

F. NEW BUSINESS

- a. Welcome New Member Emily George
Emily introduced herself and was welcomed by the committee members.
- b. Consideration of Date Changes for Upcoming PRAC Meetings
A motion was made by Gottschalk, seconded by Swinnen to change the date of the November meeting to Monday, November 2, 2026.

Aye: 6

Nay: 0

Absent:0

Abstain: 0

c. Upcoming Programs and Events

Caughran ran through the planning efforts of the Memorial Day Weekend Fireworks Festival on Sunday, May 24, 2026, and the Catsup Bottle Festival on June 20, 2026, in coordination with the Great Race.

G. OLD BUSINESS

a. 2026 Projects

Caughran ran through the 2026 CIP projects with the committee members highlighting:

- i. The construction of the basketball court in Woodland Park has begun;
- ii. Volute is complete,
- iii. Maintenance shop design is underway
- iv. Glidden Park shelter replacement grant is ready. Hoping to start the project in June,
- v. Woodland Park restroom winterization bids are being sought by Chestnut,
- vi. Windows for Willoughby Farm house have three bids,
- vii. Livestock Fencing is about half complete,
- viii. New truck has been ordered,
- ix. All Abilities Playground should begin construction this week,
- x. Morris Hills raingarden is complete, Public Works will be constructing the parking lot,
- xi. Lazy River repairs have begun, but are not complete,
- xii. More concrete pads are needed for the ASP,
- xiii. Concession equipment has been purchased, and
- xiv. Ventrac had been purchased.

H. STAFF REPORT

Caughran Gave all the reports in the staff's absences. Chestnut's report included the basketball court dimensions of 50' x 50' featuring a purple surface, grey key, and white line markings—because aesthetics matter even in a fast break. His report indicated that he is obtaining quotes for bathroom heating improvements. His report also stated that the Glidden Park tennis court lighting repairs are scheduled and that the rain garden in Morris Hills Park is finished just in time for the May rains.

Frerker's report including the new full time maintenance staff member as well as a new part time staff member to help cover weekend rentals. It also covered the recent barn dance and the upcoming Compost-A-Palooza, Barnyard Buddies (renamed horse care class), open house and garden tour on June 7, and the Animal Adventure half day camp in June. The farm report concluded with many end of the field trips and rentals picking up for the season

Siebert's report including information on the Fireworks Festival including the need for sponsors and food trucks. Her report also covered the new program "sound therapy" that is being considered in the future.

Fowler's report included the pools having been dewatered and are currently filling. The program enrollment is low so far. Concessions equipment has been delivered. Hiring remains strong with multiple interviews taking place daily and trainings most evenings and weekends and lifeguards are still being actively sought. Several maintenance items have been addressed. For the shuttle side of things, the grant has been submitted for the new fiscal year and ridership remains steady.

Caughran's report included that the BUSY season has begun. Projects and festivals have been keeping her busy and the search for new software is still underway.

I. COMMENTS FROM COMMISSION MEMBERS

Bronnbauer followed up on her St. Patrick's Day 5K idea. After some discussion, the committee members were encouraged to proceed with the event. Swinnen asked about the progress of the batting cages. Caughran reported that they should be constructed in the next couple of weeks.

J. ITEMS FOR NEXT AGENDA

- K. ADJOURNMENT: A motion was made by Cook, seconded by Bronnbauer to adjourn the meeting at 6:57 pm. The motion carried by the following vote:

Aye: 6

Nay: 0

Absent: 0

Abstain: 0