

MINUTES

Carbondale Park District

MINUTES OF THE REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE CARBONDALE PARK DISTRICT HELD FRIDAY, MARCH 27, 2020 AT 1:00 PM VIA ZOOM ONLINE MEETING.

ROLL CALL: Upon Roll Call, the following Commissioners' were present: Adams, Trimble, Flowers, Suarez, and Sergeev. Commissioner Absent: None. Staff present: Renfro, Childers, Day, Montgomery, Anderson, Burns, Melzer and Legal Counsel, Mike Twomey. Staff Absent: None. Guests Present: Some guests were present.

APPROVAL OF AGENDA: Commissioner Trimble made a motion to amend the printed agenda, to remove executive session from the agenda. It was then seconded by Commissioner Suarez to approve the amended agenda. Upon roll call vote the following Commissioners voted aye: Adams, Trimble, Flowers, Suarez, and Sergeev. Commissioner Absent: None. It was then moved by Commissioner Trimble and seconded by Commissioner Suarez to approve the agenda as amended. Upon roll call vote the following Commissioners voted aye: Adams, Trimble, Flowers, Suarez, and Sergeev. President Flowers ordered the motion passed.

ACTION TAKEN: The Agenda was approved with amendment.

GENERAL ANNOUNCEMENTS: Commissioners' remind everyone to fill out their census forms and encourage friends, family, and neighbors to do the same. Commissioner Suarez would like to see us share census info on our Facebook page to involve and remind our patrons.

CITIZENS COMMENTS AND QUESTIONS: None.

REPORTS OF PARK DISTRICT CITIZEN ADVISORY COMMITTEES AND DEPARTMENT REPORTS:

Administration and Finance Advisory Committee - - Commissioner Suarez states that the Administration & Finance Committee reviewed and approved Turley and Tatum Heights Park leases, the Asaturian-Eaton and Associates contract for Marberry Arboretum, the Committee also reviewed the MOU from the City regarding the Kiwanis Playground Project, Administration & Finance does think it best that funding be secured for both phases of this project before approval. The Committee also reviewed the SIU Women's Golf Contract, this item was discussed but needs revising before approval, Administration & Finance will review contract again at April 20th meeting.

Child Care Advisory Committee - - Vice-President Sergeev reports the Committee met Tuesday, March 3rd and discussed programming, Covid-19 plans, and recruitment for the centers.

Golf Advisory Committee - - No Meeting, will meet again in April of 2020.

Grounds, Facilities & Recreation Advisory Committee - - Commissioner Trimble reports the committee discussed the Food Forest Project and also solidifying a permanent structure policy for the District.

Treasurer's Report: Commissioner Suarez does not have a Treasurers report this month but informs the Board that the format for that report has been approved by Administration & Finance and will give a report using the new format at the April 13th Board Meeting.

Directors Report: Director Renfro reports that we have made a lot of changes to the CPKD website and Facebook page, making them an easier way to reach out to the community with information. With the website, we had Mayer Branding fix items that only they have access to. There has been some interest expressed in posting the entire Board packet on the website, is this something you would like for the staff to pursue? The Administrative staff also attended a variety of meetings during the month of February: Healthy Living Action Team, Lights Fantastic, Fresh Fitness, Bike Month Event planning, Carbondale City Council, Society of Urban Foresters, All Species Puppet Parade, Grounds Facilities & Recreation meeting, and Administration & Finance Committee. The District also received a tax assessment appeal from the Jackson County Board of Review on January 1, 2020 which has been provided in your board packet. In the past members of the Heads of Government Committee have joined forces to explore these appeals as a group. An outside attorney has been engaged, each taxing body contributing a portion of the attorneys fees. The contribution is calculated on a sliding scale, based on the amount of tax dollars each taxing unit receives.

Superintendents' Reports:

SUPERINTENDENT OF RECREATION: Superintendent Childers reports on the Aquatics revenue during February with previous year comparison. Childers also reported on the February programming and learn to swim classes. Superintendent Childers also states that the Life Community Center has been thoroughly cleaned and disinfected and our Aquatic Coordinator is doing daily checks of the Life Community Center pool to ensure everything is running properly during the Covid-19 closing.

SUPERINTENDENT OF CHILDCARE: Superintendent Burns reports that Alice Wright currently has 26 children enrolled 17 full-time and 9 part-time, Alice Wright had a DCFS site visit on February 26th, we had our Valentines Party on February 14th, and have currently kicking off our Spring fundraiser Show me the Dough. Over at Kids Korner, several early dismissal days this month and also a full day on February 17th for observation of Presidents Day.

SUPERINTENDENT OF PARK MAINTENANCE: Superintendent Montgomery reports that Mowing of the parks and trash pickup are being completed routinely. Over at the Life Community Center the mechanic welded the sand filter, lights were replaced over the pool area, Alice Wrights dishwasher was fixed, and a thermostat was changed out at the pool. Sump pumps were checked regularly at the Super Splash Park. Marquee lights and ballasts were changed in the sign at Turley Park and new seals put on the garage doors at Park Maintenance.

SUPERINTENDENT OF GOLF MAINTENANCE: Superintendent Anderson reports the staff have began mowing putting greens, burning native grasses and spraying unwanted vegetation out of floor of all bunkers, replacement of structural posts at the south end of the course was completed, and our Assistant Superintendent is working with the Park Maintenance Department on a grant application sponsored by Illinois Clean Energy Community Foundation.

SUPERINTENDENT OF GOLF OPERATIONS: Superintendent Day reported on rounds in the month of February and 2019 comparisons. Superintendent Day states he has been working with staff to increase points of contact with customers, four of the tee markers have been sold, and the clubhouse and kitchen have been completely disinfected and ready for re-open.

CONSENT AGENDA: It was then moved by Commissioner Trimble and seconded by Commissioner Adams to approve the consent agenda as printed. Upon roll call vote, the following Commissioner voted aye: Adams, Trimble, Flowers, Sergeev and Suarez. Commissioners Absent: None. President Flowers ordered the motion passed.

ACTION TAKEN: The consent agenda was approved.

UNFINISHED BUSINESS:

DISCUSSION/APPROVAL STRATEGIC PLANNING PROCESS, DATE, & TIME: This item will be further discussed at the April 13th Board Meeting.

ACTION TAKEN: Item will be further discussed during the April 13th Board Meeting.

NEW BUSINESS:

DISCUSSION/APPROVAL MEMORANDUM OF UNDERSTANDING (MOU) KIWANIS PLAYGROUND PROJECT: After much discussion, MOU will be revised promptly, and Board will hold special meeting for approval. Upon roll call vote the following Commissioners voted aye: Adams, Trimble, Flowers, Suarez, and Sergeev. Commissioners Absent: None. President Flowers ordered the motion passed.

ACTION TAKEN: Item tabled for revisions, will revise MOU and approve at Special Meeting.

DISCUSSION/APPROVAL CONTRACT WITH ASATURIAN-EATON & ASSOCIATES FOR THE OSLAD GRANT PROJECT FOR MARBERRY ARBORETUM: The Board is joined by Praveen Sunny from Asaturian-Eaton & Associates to answer any questions. Staff has reviewed and recommends approval. After some discussion, and some concern from the District's Legal Counsel regarding the contract verbiage, this item will be discussed further at the April 13th Board Meeting.

ACTION TAKEN: Item will be discussed at the April 13th Board Meeting.

DISCUSSION/APPROVAL TO SOLICIT BIDS FOR SAND FILTER AT THE LIFE COMMUNITY CENTER: Staff recommends approval from the Board to solicit bids for the sand filter at the Life Community Center. After much discussion it was then moved by Commissioner Suarez and seconded by Commissioner Sergeev to approve the request to solicit bids for the sand filter at the Life Community Center. Upon roll call vote the following Commissioners voted aye: Adams, Trimble, Flowers, Suarez, and Sergeev. Commissioners Absent: None. President Flowers ordered the motion passed.

ACTION TAKEN: Approval to solicit bids for repair of the sand filter at the Life Community Center.

DISCUSSION/APPROVAL SIU WOMENS GOLF INTERGOVERNMENTAL AGREEMENT: Staff has reviewed and recommends approval of contract. Upon review the Board felt the contract needs to be revised and brought back for review at the April 13th Board Meeting.

ACTION TAKEN: Revise contract and review at April 13th Board Meeting.

DISCUSSION/APPROVAL 2020 MIDWEST POOLS CONTRACT: Staff has reviewed and recommends approval of this item. After all questions were asked and answered, it was then moved by Commissioner Suarez and seconded by Commissioner Trimble to approve the 2020 Midwest Pools Contract. Upon roll call vote the following Commissioners voted aye: Adams, Trimble, Flowers, Suarez, and Sergeev. Commissioners Absent: None. President Flowers ordered the motion passed.

ACTION TAKEN: 2020 Midwest Pool Contract was approved.

DISCUSSION/APPROVAL FOR THE PURCHASE OF MOWING EQUIPMENT: Staff has reviewed results and recommends the Boards approval, Director Renfro informs the Board that this purchase was approved within the 2020 Budget. After review it was then moved by Commissioner Trimble and seconded by Commissioner Suarez to approve the purchase of said mowing equipment. Upon roll call vote the following Commissioners voted aye: Adams, Trimble, Flowers, Suarez, and Sergeev. Commissioner Absent: None. President Flowers ordered the motion passed.

ACTION TAKEN: Purchase of mowing equipment approved.

ITEMS FOR FUTURE AGENDAS:

1. Strategic Planning Process
2. MOU from the City
3. Asaturian-Eaton & Associates Contract
4. SIU Women's Golf Intergovernmental Agreement
5. Policy Manual

BOARD COMMENTS: None.

ADJOURNMENT: There being no further business it was moved by Commissioner Suarez and seconded by Commissioner Adams to adjourn the meeting. Upon roll call, the following commissioners voted aye: Adams, Suarez, Trimble, Sergeev, and Flowers. Commissioners Absent: None. President Flowers ordered the motion passed. The meeting adjourned at 3:50 pm.