MINUTES
Carbondale Park District

MINUTES OF THE SPECIAL TAX LEVY TRAINING OF THE BOARD OF PARK COMMISSIONERS OF THE CARBONDALE PARK DISTRICT HELD MONDAY, AUGUST 31, 2020 AT 5:00 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, Anderson, Melzer. Staff Absent: None. Guests Present: Park District Board/Staff were joined by guests from the Jackson County Courthouse including Liz Hunter, Maureen Berkowitz, and Jill Stokes to assist with today's training.

APPROVAL OF AGENDA: It was moved by Commissioner Suarez and seconded by Commissioner Adams to approve the agenda as printed. 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: The Agenda was approved as printed.

NEW BUSINESS:

DISCUSSION/TAX LEVY TRAINING: President Flowers expressed his appreciation for the Jackson County staff for being so open and willing to have this training with the District. Discussions began with regards to the Park District's tax levy historically. After an overview from county representatives, Board of Commissioners questions were taken, and clarification given by county staff.

BOARD COMMENTS: None.

ADJOURNMENT: There being no further business, it was moved by Commissioner Suarez and seconded by Commissioner Trimble 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 5:57 P.M.

MINUTES
Carbondale Park District

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE CARBONDALE PARK DISTRICT & THE CARBONDALE CITY COUNCIL HELD MONDAY, AUGUST 31, 2020 AT 6:30 P.M. 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, Montgomery, Anderson, Burns, Day, Webster, Ashley, Melzer, Keller, and Legal Counsel, Mike Twomey. Staff Absent: None. City Clerk Jennifer Sorrell calls roll for the City of Carbondale.

APPROVAL OF AGENDA: Commissioner Adams motioned to add an item for discussion with regards to the potential merger, forms of collaboration & cooperation. Mayor Henry stated that he felt that there was not enough time to prepare supporting documents for that addition and would not be prepared to discuss that this evening. Motion failed for lack of second. It was then moved by Commissioner Trimble and seconded by Commissioner Sergeev to approve the agenda as presented. 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: The Agenda was approved as presented.

CITIZENS COMMENTS AND QUESTIONS: None.

UNFINISHED BUSINESS:

DISCUSSION/APPROVAL PROPOSED LEASE REGARDING THE KIDS KORNER BUILDING: Board and Council both reviewed the proposed changes as presented. After much discussion and many questions were answered, District Counsel expresses liability concerns and recommends the District's liability capped at $6,000. District Counsel would also like to make majority of proposed changes to paragraph five. District Counsel would like to review the prepared waiver of liability before inclusion and would also like to see a paragraph added on defaulting on lease obligations. City Council responded with their own concerns with regards to the current condition of the building and what repairs are needed. The group discussed future plans for the building and asked the District if they plan to continue occupancy; the District has no immediate plans to vacate the building but have discussed other locations as an effort to establish a contingency plan for the program. After continued discussion from both bodies, City Council proposed an agreement through the end of the school year for no rent, and with the inclusion of a clause to indemnify both bodies. Each bodies respective attorney will draft a lease with no monthly rent, mutual indemnification, and an out clause included for the District. Upon roll call vote, the following Commissioners voted aye: Adams, Trimble, Flowers, Suarez, and Sergeev. Commissioners Absent: None. President Flowers ordered the motion passed. City Clerk Jennifer Sorrell takes roll for City Council.

ACTION TAKEN: Kids Korner Lease approved with discussed changes.

NEW BUSINESS: None.

DISCUSSION/LEASES EVERGREEN PARK & SUPERBLOCK SPORTS COMPLEX: Discussion began regarding the current leases on Evergreen Park as well as the Superblock Sports Complex. City Council begins discussions by noting that with the investment of recently awarded grant funds for improving Evergreen Park, the City asks the District if they are still interested in managing Evergreen Park and the Superblock Sports Complex. Park District Board of Commissioners requested time to consider that question, asking to see the City's organizational commitment to Parks & Recreation. Board also asked about the City's plans for the Superblock Sports Complex and would like to get public input on the matter. Council members respond that they have discussed the creation of a Parks Department as well as obtaining citizen input as part of the referendum and in upcoming elections.

ACTION TAKEN: Discussion item only, not an actionable item.

BOARD/COUNCIL COMMENTS: Council members and Commissioners came to an agreement that one or two joint meetings this fall should be scheduled. There was some disagreement on the location of these meetings and how to hold them in a safe and professional manner. Talks continued with regards to the merger and the need for the development of a draft merger of operational plans from each body.

ADJOURNMENT: There being no further business it was moved by Commissioner Sergeev and seconded by Commissioner Trimble 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 8:57 P.M. City Clerk Jennifer Sorrell takes roll call for Carbondale City Council.

MINUTES
Carbondale Park District

MINUTES OF THE REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE CARBONDALE PARK DISTRICT HELD MONDAY, SEPTEMBER 14, 2020 AT 5:30 PM VIA ZOOM ONLINE MEETING.

ROLL CALL: Upon Roll Call, the following Commissioners were present: Adams, Trimble, Flowers, Suarez, and Sergeev. Commissioners Absent: None. Staff present; Renfro, Montgomery, Anderson, Burns, Day, Webster, Ashley, Melzer, Keller, Zeman and Legal Counsel, Mike Twomey. Staff Absent: None. Guests Present: Cordy Love from the Districts Administration & Finance Committee, John Washburn from the Districts Golf Advisory Committee and Jeannie Ravenscraft, teacher at Alice Wright.

APPROVAL OF AGENDA: It was moved by Commissioner Trimble and seconded by Commissioner Suarez to approve the agenda as printed. 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: The Agenda was approved as printed.

GENERAL ANNOUNCEMENTS: President Flowers thanks Staff and Board members for their input and participation in the Tax Levy Training as well as the Joint meeting with the City of Carbondale.

PROCLAMATION: Director Renfro reads the proclamation being given to the Evergreen Garden Club, thanking them for their 38-year management of the pollinator gardens at Turley Park.

CITIZENS COMMENTS AND QUESTIONS: None.

REPORTS OF PARK DISTRICT CITIZEN ADVISORY COMMITTEES AND DEPARTMENT REPORTS:

Administration and Finance Advisory Committee - - Commissioner Suarez shares that the Administration & Finance Committee, Board members, and some staff attended the August 31st Tax Levy training with County representatives, which was very constructive. She wants to express her gratitude to our Jackson County colleagues. Admin & Finance continues to review 2020 budget projections and will meet again on October 5th.

Child Care Advisory Committee - - Vice-President Sergeev reports that the Childcare Advisory Committee discussed enrollment and recruitment at Alice Wright Early Childhood Center.

Golf Advisory Committee - - Commissioner Adams reports on league play, upcoming outings, future restaurant plans. Other topics included Covid-19 protocols, the need for new equipment, and the need for bunker repair.

Grounds, Facilities & Recreation Advisory Committee - - Commissioner Trimble reports that the committee met but did not have a quorum, Committee discussed increasing meeting attendance and updates on the OSLAD grant for Marberry Arboretum.

Treasurer's Report: None.

Director's Report: Director Renfro reports that Bike Week is scheduled for September 21-27. We challenge you to ride your bike every day for a week! Enter the Challenge by emailing bike@explorecarbondale.com The Park District is partnering with the Neighborhood CO-OP Grocery , Carbondale Main Street and the City of Carbondale for Bike Week. Hickory Ridge Golf Course contributed 4 rounds of golf in support of this event. The Lights Fantastic Committee is developing plans to stage some holiday floats downtown. It does not seem feasible to host the parade this year. The 30-year celebration will be postponed until 2021. The Board Staff Retreat will be held on Tuesday September 22, 2020 at the Dayemi Center. Staff worked on the transition from the care and keeping of Turley and Tatum Heights Parks. Election packets can be picked up at the Administrative Office of the Park District beginning September 22,2020. There will be two seats open for election, those are currently held by President Flowers and Commissioner Suarez. There is a correction on the instruction sheet for potential candidates; forty-six signatures will be required to be placed on the ballot. To date, $450,000 worth of Tax warrants have been issued. The Administrative staff has been working closely with the Administration and Finance committee on cash flow projections.

Superintendents' Reports:

SUPERINTENDENT OF RECREATION: Interim Superintendent Ashley reports revenue and user numbers for the month of August. Staff is working on developing fall recreation and aquatic programming, collecting content for the fall brochure, and planning 80th Birthday activities. Staff has also completed more paperwork related to the OSLAD grant for Marberry Arboretum, so we anticipate being able to move forward with that project soon.

SUPERINTENDENT OF CHILDCARE: Superintendent Burns reports that August 4 was the Childcare Advisory meeting; Aug 10-14 was the center's spirit week and last week of summer care; August 19 was the first day of full remote learning at District 95; staff will be assisting students with their web-based learning Monday-Friday 8:00-5:00. Staff also met with Roni LeForge from the City of Carbondale regarding items for the Communique.

SUPERINTENDENT OF PARK MAINTENANCE: Superintendent Montgomery reports that mowing of the parks and trash pickup are being completed routinely. Picnic tables and trashcans were removed from Turley Park on August 31st. Sump pumps were regularly checked at the Super Splash Park. At Kids Korner, staff cleaned out the condensate lines and pump. Two of the District's trucks are not operational; computers have failed and are expensive and replacement parts are hard to find. Sump pumps were cleaned of debris and Chlorinator was repaired at the Life Center. On August 31, a large leak occurred out of the side of the tank and the pool was shut down, both tanks are very thin and cannot be further welded, they must be replaced.

SUPERINTENDENT OF GOLF MAINTENANCE: Superintendent Anderson reports on September 10th that the front nine putting greens and practice green were aerified. This process takes place over one long day and is performed by staff to reduce organic matter in the top few inches of the putting greens. This season, we will try aerifying 9 holes and letting the greens recover before performing the next 9 holes. The irrigation pond overflow is leaking below the pond surface and is in need of repair; the best solution is the purchase of a new aluminized standpipe and drainage of the irrigation pond for installation. Staff also fixed two breaches in irrigation piping over the last month; both repairs involved replacing schedule 40 pipe joints which are less robust joints that should always be replaced with schedule 80 joints if possible.

SUPERINTENDENT OF GOLF OPERATIONS: Superintendent Day reports monthly rounds and total revenue with previous year comparison. Other topics included future outings, fundraisers, and COVID-19 protocols.

CONSENT AGENDA: It was moved by Commissioner Trimble and seconded by Commissioner Suarez to approve the consent agenda. Upon roll call vote, the following Commissioners 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 ALICE WRIGHT EARLY CHILDHOOD CENTER RE-OPENING. Director Renfro reports that enrollment for Alice Wright Early Childhood Center failed to meet the 15-students required by the September 9th deadline. Staff has also been working on some recreation programming for young children that would not have to be run through the Department of Child and Family Services. It was then moved by Commissioner Suarez and seconded by Commissioner Adams to close Alice Wright Early Childhood Center for the foreseeable future. Upon roll call vote the following Commissioners voted aye: Adams, Trimble, Flowers, Sergeev, Suarez. Commissioners Absent: None. President Flowers ordered the motion passed.

ACTION TAKEN: Alice Wright Early Childhood Center will close for the foreseeable future.

DISCUSSION/APPROVAL PROPOSED LEASE REGARDING KIDS KORNER BUILDING. Commissioners reviewed the proposed lease for the Kids Korner building. After some discussion and revisions were agreed upon, Board directed Staff to make discussed changes to lease and send to Board Counsel for review.

ACTION TAKEN: Staff to make revisions and send to Board Counsel for review.

DISCUSSION/APPROVAL LIFE COMMUNITY CENTER SAND FILTER AND ROOF REPAIR: Staff provides the Board with a maintenance report on the condition of the Life Community Center building; after asking many questions, the Board thought it best to defer this item until after the Board/Staff retreat.

ACTION TAKEN: ITEM DEFERRED UNTIL AFTER SEPTEMBER 22 BOARD/STAFF RETREAT.

DISCUSSION/APPROVAL PARK DISTRICT 80TH BIRTHDAY PLANNING: Discussions began regarding planning for the Districts 80th Birthday, Director Renfro informs the Board that Staff has been rolling out new programming weekly. Drive-thru trick or treating for Halloween was discussed as the next outreach step for the District.

DISCUSSION/REVIEW OF DOCUMENTS REGARDING PUBLIC EXPLORATION OF MERGER: President Flowers asks the Board/Staff if there is any additional information that we need from the City after our joint meeting August 31st. Commissioners again expressed their desire to have another joint meeting with community input and participation. Commissioner Suarez expresses our need to find common ground with the City.

NEW BUSINESS: None.

DISCUSSION/CARBONDALE PARK DISTRICT STRATEGIC PLANNING: Commissioners would like to plan an outdoor strategic planning session to discover what types of programs and facilities that our citizens want from the Park District. Diverse feedback can also only be attained by hosting sessions in different areas of Carbondale. Commissioners also discussed the benefits of establishing a Friends of Carbondale Park District group to assist the District. Board agrees to revisit this item at a later meeting.

ITEMS FOR FUTURE AGENDAS:

1. Strategic Planning
2. Asaturian-Eaton & Associates Contract
3. Policy Manual

BOARD COMMENTS: None.

ADJOURNMENT: There being no further business, it was moved by Commissioner Trimble and seconded by Commissioner Suarez 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 7:51 P.M.

MINUTES
Carbondale Park District

MINUTES OF THE BOARD/STAFF RETREAT OF THE CARBONDALE PARK DISTRICT HELD TUESDAY, SEPTEMBER 22, 2020 AT 9:00 A.M. AT THE DAYEMI COMMUNITY CENTER AT 218 N. ILLINOIS AVE CARBONDALE, IL.

ROLL CALL: Upon Roll Call, the following Commissioners were present: Adams, Trimble, Flowers, Suarez, and Sergeev. Commissioners Absent: None. Staff present; Renfro, Melzer. Staff present at 12:00 P.M., Anderson, Ashley, Burns, Day, and Montgomery. Staff Absent: None.

APPROVAL OF AGENDA: It was moved by Commissioner Sergeev and seconded by Commissioner Adams to approve the agenda as printed. 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 as printed.

GENERAL ANNOUNCEMENTS: None.

NEW BUSINESS:

DISCUSSION/APPROVAL OF GENERAL OBLIGATION LIMITED TAX PARK BOND SERIES 2020: Director Renfro informs the Board that the Administration & Finance Committee discussed and reviewed and recommended approval of the statewide bid for the annual rollover bonds with representatives from Speer Financial and TAFT on September 21st. After all questions were asked and answered, it was moved by Commissioner Trimble and seconded by Commissioner Suarez to approve the annual rollover bond statewide bid. Upon roll call vote the following Commissioners voted aye: Adams, Trimble, Flowers, Suarez, Sergeev. Commissioners Absent: None. President Flowers ordered the motion passed.

ACTION TAKEN: General Obligation Limited Tax Park Bond Series 2020 was approved for statewide bid.

BOARD STAFF RETREAT/STRATEGIC PLANNING: The Board/Staff Retreat was facilitated by Mr. John Washburn who is also a member of the District's Golf Advisory Committee. Mr. Washburn began by explaining the strategic planning process as looking forward not backward and stressed the importance of forward thinking. The morning session of the retreat was designated for creating a new mission statement, vision, and goals for the District. The focus of the afternoon was the Districts short term and long-term goals as an agency and collective strategies for reaching these milestones.

BOARD/STAFF COMMENTS: The Board of Commissioners thanks Mr. Washburn for a productive reenergizing day.

ADJOURNMENT: There being no further business, it was moved by Commissioner Suarez and seconded by Commissioner Trimble 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 4:30 P.M.