

Park Board Minutes

January 3, 2017

The meeting was called to order by President Doris Elling on Tuesday, January 3, 2017 at 7 p.m. at Case Halstead Library. Board members present included Doris Elling, Geoff Jones, Dennis Middendorff, and City Liaison Jeremy Weh. Jeff Schatz was absent. Others present included Shannon Petrea, Judy Smith, Andy Brackett, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the December 6, 2016 meeting, Geoff Jones made a motion to approve the minutes. Gail Schuermann seconded the motion. After a voice vote, all were found in favor.

There were no public comments.

The second item on the agenda was Park Board Comments. JoAnn stated that two checks have been received for the dog park. Carlyle Animal Hospital donated \$1,000 and First National Bank donated \$50.

The third item on the agenda was Citizens for Carlyle Parks Comments. Shannon stated that the pavilion design has been received from the architect. The trivia night is scheduled for March 17, 2017 at Bretz's. The cost is \$100 per table with eight participants to a table. The profit will go towards the summer camp programs. JoAnn took a moment to thank Shannon for the phenomenal and cohesive relationship between the City and the Citizens for Carlyle Parks.

The fourth item on the agenda was Park Director comment/updates. Andy stated that he and Jeff went to classes and are now certified pool operators. The lights are being taken down. There were 7,000 visitors to the Park while it was lit. The second season of basketball is ready and will start the first weekend of March. Pisces Pool will be coming on January 4, 2017 to discuss options for the big blue tank. The footings have been poured for the storage shed.

There were no Pool Manager comments/updates.

There was no old business.

There was no new business.

The eighth item on the agenda was City Park bathroom update. JoAnn stated that the block is still not in and that she doesn't expect work to start until the end of March.

The ninth item on the agenda was gas pipeline update. JoAnn stated that Ameren will be starting the work in February. The new culvert is in and the Electric Department is starting on their work and will be moving a pole.

The tenth item on the agenda was dog park mailer. JoAnn stated that a mailer has been sent to 150 homes. Addresses were obtained from the County and are based on citizens who have purchased rabies tags. The possibility of a Sip and Drool at Bretz's was discussed. No motions were made.

The eleventh item on the agenda was the park program survey mailer. Andy stated that surveys will be mailed to homes of citizens. There will be a survey for adults and children. Also, an additional survey will be sent to the Grade School. The teachers have agreed to help the students complete the survey in class. No motions were made.

The twelfth item on the agenda was ice skating/bonfire at Water Tower Park. JoAnn stated that several years ago, the old tennis courts at Water Tower Park would be flooded and allowed to freeze for ice skating. It was mentioned that this would possibly be a fun community event to try. The Fire Department would be willing to flood the courts and keep a truck on site. No motions were made.

The thirteenth item on the agenda was executive session to discuss personnel. Geoff Jones made a motion to enter executive session. Dennis Middendorff seconded the motion. After a voice vote, all were found in favor.

The fourteenth item on the agenda was vote on executive session item(s). Gail Schuermann made a motion to ask Employee Concerns to evaluate Andy Brackett's raise and recognize the great job he has been doing with an appropriate raise that the City can afford. Dennis Middendorff seconded the motion. After a voice vote, all were found in favor.

With no further business to discuss, Geoff Jones made a motion to adjourn. Gail Schuermann seconded the motion. With all in favor, the meeting was adjourned at 8:02 p.m.

Respectfully submitted,
Martha Reinkensmeyer

Park Board Minutes

February 7, 2017

The meeting was called to order by President Doris Elling on Tuesday, February 7, 2017 at 7 p.m. Board members present included Doris Elling, Geoff Jones, Dennis Middendorff, Jeff Schatz, and Park Board Liaison Jeremy Weh. Gail Schuermann was absent. Others present included Jeff Taylor, Shannon Petrea, Nicole Weh, Jeff Miller, Andy Brackett, Mayor Mike Burton, and Martha Reinkensmeyer.

After reviewing the minutes from the January 3, 2017 meeting, Jeff Schatz made a motion to approve the minutes. Dennis Middendorff seconded the motion. After a voice vote, all were found in favor.

There were no public comments.

There were no Park Board comments.

The third item on the agenda was Citizens for Carlyle Parks comments. Shannon Petrea stated the group is waiting to get the final drawing back for the new pavilion for Maple Hill Park. She added that teams are still needed for the trivia night which will be held on March 17 at Bretz's. The trivia night will benefit summer camps offered by the Parks Department. Plans are also underway for a painting party in April. There will be more details to follow.

The fourth item on the agenda was Park Director comments/updates. Andy stated that the shed will be finished next week. The second season of basketball is going well. Jeff Miller stated that John Hodapp told him the LED bulbs used in some of the Christmas displays saved approximately \$650 in utilities compared to last year. More bulbs will be switched out with LED bulbs next years.

There were no Pool Manager comments/updates.

There was no old business.

The seventh item on the agenda was new business. Mayor Burton stated that he is gathering information on community gardens. He hopes to have one start this summer. He added that he will have more information at the next Park Board meeting.

The eighth item on the agenda was the City Park bathroom update. Doris stated that the concrete block has come in and that Duane Nordike anticipates starting the project in the middle of March. No motions were made.

There was no update on the gas pipeline.

The tenth item on the agenda was the park program survey mailer results. Andy reviewed the results with the Board. It was determined that there is no desire for a pond at the City Park. It also appeared that several citizens are not aware of what activities are available at the Park and have a general lack of knowledge of the Parks Department. Andy stated that he hopes to start having a monthly article in the Union Banner and put more information on the City's website and Facebook pages. Andy also said that it

is clear from the surveys he has received, that the Parks Department needs to benefit the community as a whole and not necessarily focus just on youth. No motions were made.

The eleventh item on the agenda was the Boy Scouts Electronic Drive. Jeff Schatz stated that it will be held on April 1. He asked if it was possible to either open the pool bathrooms or provide a porta potty. Flat screen TVs will be accepted, but not old tube TVs. No motions were made.

The twelfth item on the agenda was the 2017 youth program offerings. Andy gave the Board information on camp ideas that he compiled. He hopes to have something offered every week in the summer. He also stated that he hopes to bring back Harvest Thyme. The survey results showed that several citizens would like to see this event return. No motions were made.

The thirteenth item on the agenda was finalized concessions/vending proposal. Andy stated that there is a vending machine company in Trenton that offers a wide variety of products. The company services and fills the machines. Andy said that people will be concerned that this will take jobs away, but there will be jobs offered elsewhere within the Parks Department. The concession stands will be open for local groups that want to use this opportunity as a fundraiser. Nicole would coordinate the schedule for the concession stand. The vending machines would be placed in the storage room of the concession stand. Jeff Taylor suggested providing drinks through Excel and Coke. Snacks could still be provided from the company in Trenton. After a lengthy discussion, Jeff Schatz made a motion to allow Andy Brackett to take the finalized concessions/vending proposal to Council with any changes made to it he deems necessary. Geoff Jones seconded the motion. After a voice vote, all were found in favor.

The fourteenth item on the agenda was ball field prep fees. Andy stated that he is looking at ways to make field prep fees more fair for teams. Currently, select teams are asked to pay per player to use the field. However, the teams may only use the field once or twice during the season. His new plan would allow teams to pay for the field when they need the field. No motions were made.

The fifteenth item on the agenda was pool update. Nicole Weh stated that she has been looking at ways to minimize labor costs. The Parks maintenance workers will be cleaning the pool this summer. This is done early in the morning and the maintenance workers are already at work. This will eliminate lifeguards having to come in early. The Pool will be opening at 9 a.m. this summer instead of 7 a.m. (See the proposed schedule at the end of these minutes.) Also, Nicole would like to simplify daily rates. She proposed that the daily rate for lap swim be \$1 and that the rate for open swim be \$5 for all guests. Swimming lessons will be offered for four weeks with 30 slots available per session. They will be held in the morning and evening. Nicole will be directly overseeing the lessons. Andy stated that Sam from Midwest Pool came and looked at the Pool. Only the valves need to be replaced. This will cost approximately \$4,450. Doris asked Andy to prepare a list of all items that need maintenance work. Jeff Schatz made a motion to change the daily rates to \$1 for open swim and \$5 for all guests. Geoff Jones seconded the motion. After a voice vote, all were found in favor.

The sixteenth item on the agenda was personnel. Andy asked the Board for permission to advertise and interview lifeguards, scorekeepers, camp staff, umpires, etc. Andy stated that 12-15 lifeguards will be needed. He would like to hire three camp coordinators. He would like to have candidates for this position who are studying education or are already in the education field. Andy added that he would also need 12-15 recreation attendants. These workers would provide camp support and would act as umpires and scorekeepers. Currently, there are nine maintenance workers. An additional three to four workers will be needed for the summer. This would make a total of 45 workers for this summer. Jeff

Schatz made a motion to allow Andy Brackett to advertise and interview lifeguards, scorekeepers, camp staff, umpires, etc. Geoff Jones seconded the motion. After a voice vote, all were found in favor.

With no further business to discuss, Doris Elling made a motion to adjourn. Jeff Schatz seconded the motion. With all in favor, the meeting was adjourned at 8:33 p.m.

Proposed Pool Schedule for Summer 2017

Monday – Friday

9 – 10 a.m.	Lap Swim
10 – 11 a.m. (Monday – Thursday)	Swim Team
11 – 11:45 a.m.	Swimming Lessons
12 – 6 p.m.	Open Swim
6 – 6:45 p.m.	Lap Swim/Swimming Lessons
7 – 8 p.m. (Monday – Thursday)	Swim Team
7 – 9 p.m. (Friday)	Pool Parties

Saturday – Sunday

10 a.m. – 12 p.m.	Pool Parties
12 – 6 p.m.	Open Swim
6 – 8 p.m.	Pool Parties

Respectfully submitted,
Martha Reinkensmeyer

Park Board Minutes

March 7, 2017

The meeting was called to order by President Doris Elling on Tuesday, March 7, 2017 at 7 p.m. at Case Halstead Library. Board members present included Doris Elling, Geoff Jones, Jeff Schatz, Gail Schuermann, and Park Board Liaison Jeremy Weh. Dennis Middendorff was absent. Others present included Gene Van Dorn, Shannon Petrea, Andy Brackett, Jeff Miller, Wilson Brown, Nicole Weh, Judy Smith, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from February 7, 2017 meeting, Gail Schuermann made a motion to approve the minutes. Jeff Schatz seconded the motion. After a voice vote, all were found in favor.

There were no public comments.

The second item on the agenda was Park Board comments. Geoff Jones asked JoAnn about the sign at the west Fish Hatchery entrance. JoAnn stated that it is in the process of being made.

The third item on the agenda was Citizens for Carlyle Parks comments. Shannon stated that the pavilion bid packets are due back on March 15, 2017. It states in the bid packet that the pavilion must be completed by May 1, 2017. The trivia night will be held on March 17, 2017 at Bretz's. Proceeds will benefit the summer camps at the Park. Nineteen teams have signed up for the event. There will be a fish fry at Pinball Palace on Good Friday and a painting party will be held at Pinball Palace on April 23, 2017 at 1 p.m. The cost for adults is \$40 and kids will be \$15.

The fourth item on the agenda was Park Director comments/updates. Andy stated that the Christmas shed is finished. Some work is being done to free up space in the Park Shed. March 11 is the last day for basketball. Andy added that at this point the registration for baseball has been slow. The deadline is March 13. Twenty-five applications have been received for summer staff.

The fifth item on the agenda was Pool Manager comment/updates. Nicole stated that she did not have anything for the Board.

The sixth item on the agenda was old business. Gail asked Andy when the vending machines would be set up for Concessions. Andy stated late April. Nicole added that she has the contract prepared for organizations wanting to rent the concession stand. Multiple groups have contacted her about this. Judy Smith asked if the cause of the baby pool leak had been determined. Andy stated that all the joints are going to be caulked to find a solution. The fear is that the leak is under the baby pool.

There was no new business.

The eighth item on the agenda was City Park Bathroom update. JoAnn stated that Duane Nordike will start this project mid-March and it will be completed by the end of April.

The ninth item on the agenda was gas pipeline update. JoAnn stated that Ameren is making great strides with this project.

The tenth item on the agenda was FY'18 Budget. JoAnn noted that the amount for the Risk Management Insurance will change. See the attached table. No motions were made.

The eleventh item on the agenda was the Arboretum. Gail stated that trees will need to be planted around the new playground area. Shrubs will also be needed around the buildings to add color. She added that she would like to see things planted that attract butterflies.

The twelfth item was executive session to approve executive session minutes. Gail Schuermann made a motion to enter executive session. Geoff Jones seconded the motion.

There were no executive session items to vote on.

With no further business to discuss, Jeff Schatz made a motion to adjourn. Gail Schuermann seconded the motion. With all in favor, the meeting was adjourned at 8:13 p.m.

Respectfully submitted,
Martha Reinkensmeyer

FY' 18 Parks Budget Draft		
4210 Salaries		\$79,747.20
4510 Health & Dental Insurance		\$16,767.43
5110 Maintenance Services – Buildings	Plumbing – Start up and winterizing of pool; tree and stump removal	\$10,500.00
5120 Maintenance Services - Equipment	Mowers, saws, weed eaters, tillers	\$2,000.00
5130 Maintenance Services - Vehicles	Truck repair, Tractor – hydraulic system, clutch, new tires	\$10,000.00
5520 Telephone		\$2,000.00
5570 IT Software	When I Work	\$1,000.00
5580 IT Hardware	Misc.	\$1,500.00
5590 IT Consulting	Misc.	\$500.00
5610 Dues	SIPRA and IAPD	\$465.00
5620 Travel Expenses	Travel to SIPRA	\$500.00
5630 Training	CPSI and CPO for Nicole	\$700.00
5710 Utilities	Utilities	\$26,000.00
5940 Risk Management Insurance		\$8,063.50
6110 Maintenance Supplies – Buildings	Nuts, bolts, screws, paint, plumbing, and electrical	\$5,000.00
6120 Maintenance Supplies – Equipment	Tractor, mower, weed eater, batteries, hoses, blades	\$1,000.00
6130 Maintenance Supplies- Vehicles	Truck supplies	\$1,000.00
6140 Maintenance Supplies – Grounds	Trees, seed, mulch, sod, topsoil, fabric, weed killer, Tru Green lawn services for all diamonds, Fish Hatchery landscaping	\$13,500.00
6510 Office Supplies		\$250.00
6520 Operating Supplies	Trash bags, cleaners, toilet supplies	\$13,500.00
6530 Small Tools		\$700.00
6540 Janitorial Supplies/Disinfectants		\$1,000.00
6550 Automotive Fuel/Oil		\$5,800.00
6560 Chemicals		\$250.00
6610 Uniforms	All employee uniforms	\$1,500.00
6650 Other General Supplies	Safety glasses, earplugs, masks, safety items, Park Shed AED	\$1,600.00
8200 Building	Repairs	\$2,000.00
8300 Equipment	Pole saw, new push mower, line striper for soccer field	\$2300.00
8400 Vehicles	New zero turn or finish mower deck	\$13,300.00
8700 Furniture	Two new T-ball/soccer field benches	\$1,200.00
8900 Other Improvements	Pavilion roofs at City Park, concrete work at Maple Hill, City Park and Fish Hatchery, Park Shed lean-to, misc. improvements	\$36,000.00
9290 Miscellaneous	Portable Toilets	\$2,000.00
Total		\$254,513.13

FY' 18 Playgrounds Budget Draft		
4210 Salaries – Regular (Total)		\$141,520.00
5110 Maintenance Services – Buildings	Misc. building repairs	\$1,000.00
5120 Maintenance Services Equipment	Pool, baby pool, and pump room repairs	\$5,000.00
5510 Postage		\$100.00
5530 Publishing		\$1,500.00
5570 IT Software		\$200.00
5580 IT Hardware		\$300.00
5630 Training		\$1,650.00
6110 Maintenance Supplies – Buildings	New pool pump motor and pressure gauges, electrical, nuts, bolts, screws, lights, paint pool, pool deck, and pump room	\$7,000.00
6120 Maintenance Supplies – Equipment	New pool vacuum, other pool equipment, advertisement signs for City Park ball diamond	\$4,000.00
6140 Maintenance Supplies – Grounds	Turf, rock, soil, sand, refill all playground mulch levels, disc golf course improvements	\$4,500.00
6510 Office Supplies		\$100.00
6520 Operating Supplies	Lifeguard equipment and misc. pool supplies	\$1,500.00
6530 Small Tools		\$300.00
6540 Janitorial Supplies/Disinfectants		\$300.00
6560 Chemicals		\$2,000.00
6610 Uniforms	Sports uniforms	\$5,500.00
6650 Other General Supplies	All safety supplies	\$200.00
8200 Building	Repairs	\$300.00
8300 Equipment	New and replacement equipment for all sports	\$6,000.00
8900 Other Improvements	Pool obstacle course, west water tower playground/improvements, swings at Fish Hatchery	\$33,200.00
9130 Community Relations	Christmas lights decorations, gradual move to LED lights, second “Dancing Trees” controller	\$7,300.00
9250 Special Programs	Pumpkin Patch, Harvest Thyme, all aquatic programs, movies in the Park/Pool, summer camps and programs	\$13,000.00
Total		\$256,333.50

Park Board Minutes

May 2, 2017

The meeting was called to order by President Doris Elling on Tuesday, May 2, 2017 at 7:01 p.m. at Case Halstead Library. Board members present included Doris Elling, Geoff Jones, Jeff Schatz, Gail Schuermann, and Park Board Liaison Jeremy Weh. Dennis Middendorff was absent. Others present included Ray Elling, Shannon Petrea, Judy Smith, Andy Brackett, Mayor Mike Burton, and Martha Reinkensmeyer.

After reviewing the minutes from the March 7, 2017 meeting, Jeff Schatz made a motion to approve the minutes. Gail Schuermann seconded the motion. After a voice vote, all were found in favor.

There were no public comments.

There were no Park Board comments.

The third item on the agenda was Citizens for Carlyle Parks update. Shannon stated that the group would have a food stand at an event at K&J Chevrolet and would have the stand at the County Fair in July. There are now enough lids for more benches.

The fourth item on the agenda was Park Director comments/updates. Andy stated that the Pool has been cleaned, emptied, and steam cleaned. The painting is almost finished. T-ball, baseball, and softball have all started. This year 245 kids have signed up, compared to 187 last year. The games will start next week. Staff orientation has finished. There will be 14 lifeguards. Blue Sombrero is up and running. Registrations for summer camps/programs and swimming lessons will be completed through Blue Sombrero. Andy has emailed the summer schedule to everyone on his email list and sent the schedules to the Schools. One vending machine will arrive this week. Andy added that they have made it possible for people to get change for the vending machines.

There were no Pool Manager comments/updates.

The sixth item on the agenda was old business. Geoff Jones asked Andy if the new deck mower was purchased. Andy stated that he is waiting for the budget to be finalized. He hopes to purchase a pool vacuum, push mower, deck mower, and zero turn mower once the budget is finalized.

There was no new business.

The eighth item on the agenda was the City Park bathroom update. Andy stated that the footings have been poured and the plumbing started.

The ninth item on the agenda was the Maple Hill Pavilion update. Andy stated that it is coming along well. The Electric Department will be doing electrical work soon. The metal still needs to be put on and the posts need to be covered. This will be done next week. Andy stated the bulk of the work that still needs to be done will be completed next week. Andy added that the sidewalk floods by the pavilion.

There will be tile placed under the concrete and a grate installed to help solve this problem. Also, rock will be added along the outside of the pavilion. No motions were made.

The tenth item on the agenda was the Fish Hatchery path/road. Doris stated that considering recent events, it is time something is done about this road. Geoff Jones pointed out that the Park Board voted to close it once, but the Council decided to leave it open. Jeremy suggested placing a counter on the road to determine just how many vehicles travel on the road. Doris stated that she would like JoAnn to speak to Joe Heiligenstein to see what the legal opinion is on the road. No motions were made.

The eleventh item on the agenda was concessions at the High School. Andy stated that the big events at the main park are covered, but the stand at the High School was not spoken for. Nicole suggested to Andy manning it and having very limited inventory. Popcorn, water, and Gatorade would be the only items offered. Andy stated there would be a maximum of six to eight hours per week in labor. He doesn't believe there will be a significant loss in money by manning the High School concession stand. No motions were made.

The twelfth item on the agenda was playground demolition at Maple Hill Park. Doris stated that the playground at the Park is not usable. Doris suggested removing it and replacing it with the smaller playground pieces. Batting cages were also suggested. A discussion ensued for the possibilities of other improvements at Maple Hill Park. Jeff Schatz made a motion to remove the playground equipment at Maple Hill Park. Gail Schuermann seconded the motion. After a voice vote, all were found in favor.

With no further business to discuss, Geoff Jones made a motion to adjourn. Jeff Schatz seconded the motion. With all in favor, the meeting was adjourned at 7:41 p.m.

Respectfully submitted,
Martha Reinkensmeyer

Park Board Minutes

June 6, 2017

The meeting was called to order by Park Board President Doris Elling on Tuesday, June 6, 2017 at Case Halstead Library. Board members present Doris Elling, Geoff Jones, Dennis Middendorff, Jeff Schatz, and Park Board Liaison Jeremy Weh. Gail Schuermann was absent. Others present included Mike Essington, Shannon Petrea, Mayor Judy Smith, Andy Brackett, Nicole Weh, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the May 2, 2017 meeting, Jeff Schatz made a motion to approve the minutes. Geoff Jones seconded the motion. After a voice vote, all were found in favor.

There were no public comments.

The second item on the agenda was Park Board comments. Doris stated that the first Tuesday of July is July 4. It was decided to not have a Park Board meeting for the month of July. Doris also informed the Board that for several nights kids have been playing on the ballfields at the high school and have been leaving the lights on all night. Andy stated that he would have the concession worker at the high school start locking up the lights after games.

The third item on the agenda was Citizens for Carlyle Parks update. Shannon stated that the pavilion looks great. The plaque will be in next week for the pavilion. The group is preparing for its food stand at the Clinton County Fair. More benches will be added this summer from the lids that have been collected. Checks will be presented at Council on June 12, 2017 for the pavilion and the summer camps. Shannon added that the Bird Dog Mafia will have a stand at the Lake's 50th Celebration. Proceeds from this stand will go towards the Dog Park.

The fourth item on the agenda was park director comments/updates. Andy stated that the Mad Scientist Camp stated the week of June 5 and is going well. Thus far, 37 kids have signed up for soccer camp. The registration for soccer camp is still open. Soccer registration for leagues is also open. Dennis Middendorff asked Andy if it would be possible to use Blue Sombrero as an informational tool to advise users of upcoming community events. Andy said that he would research that.

The fifth item on the agenda was pool manager comments/updates. Nicole provided the Park Board members a handout with pool information up to the day of the meeting. The average daily attendance for the pool is 69. There have been 21 resident family pool passes sold. Nineteen student passes have been sold, along with 87 swim team passes and one pool party has been scheduled. Seventy-five people attended the Family Day in the Park. The Christian Church provided concessions for this event. Aqua Zumba starts June 10th. Junior High Luau night will be held on June 10th. Aqua Tots swimming lessons with a parent/grandparent will start on June 16th. The first movie night will be held on June 17th on the ball diamond. The Christian Church will host the concession stand. The Swim Team will host meets on June 17th, 20th, and 27th. Swimming lessons are being offered in small groups with three to five students per teacher. Forty lessons are scheduled so far. The state health inspection has not occurred, yet. There are two head lifeguards, eight guards, and two subs. The vending machines are working well. The high school concession stand is being staffed by one employee during the mid-county youth leagues. The

inventory is very limited. The Park concession stand has been reserved for 14 events. A new vacuum was delivered to the pool on June 2nd. The baby pool is still losing water. Witbit components will be ordered for the pool.

There was no old business.

There was no new business.

The eighth item on the agenda was the City Park bathroom update. JoAnn stated that the block is going up and that the project should only take 30 days to complete.

The ninth item on the agenda was the Fish Hatchery path/road. Andy stated that a car counter was placed at the Fish Hatchery for approximately two weeks. During this time, 50 cars drove through the Fish Hatchery. It was estimated that approximately 20 of these cars were City employees or officials. Doris stated that the road has been open for seven to eight years. Doris stated that if the road is to remain open, it should be made a one-way road. Jeremy said that Council is determined to keep the road open. JoAnn added that Kurt Sheathelm is making decorative gates to place between the stone columns. Dennis Middendorff stated that he would like the Park Board to meet with a committee from the Council to discuss the Fish Hatchery path. Dennis Middendorff made a motion to request a meeting with the Street and Alley Committee to discuss the closure of or restricting access to the Fish Hatchery path. Geoff Jones seconded the motion. After roll call, all were found in favor.

The tenth item on the agenda was the playground demolition at Maple Hill Park. Andy stated that the playground equipment has been demolished. Discussion then turned to ways of replacing the equipment. No motions were made.

With no further business to discuss, Geoff Jones made a motion to adjourn. Jeff Schatz seconded the motion. With all in favor, the meeting was adjourned at 8:03 p.m.

Respectfully submitted,
Martha Reinkensmeyer

Park Board Minutes

August 1, 2017

The meeting was called to order by President Doris Elling on Tuesday, August 1, 2017 at 7 p.m. at Case Halstead Library. Board members present included Doris Elling, Geoff Jones, Dennis Middendorff, Jeff Schatz, Gail Schuermann, and Park Board liaison Jeremy Weh. Others present included Nicole Weh, Shannon Petrea, JoAnn Hollenkamp, Andy Brackett, and Martha Reinkensmeyer.

After reviewing the minutes from the June 6, 2017 minutes, Dennis Middendorff made a motion to approve the minutes. Geoff Jones seconded the motion. After a voice vote, all were found in favor.

There were no public comments.

The second item on the agenda was Park Board comments. Geoff Jones asked if it was possible to play soccer games at Maple Hill Park instead of the fairgrounds. It was decided it was too late to consider this for this year, but would be considered next year. Doris stated that the roofs on the pavilions look great. JoAnn stated that the roof on Pavilion #4 will be raised and it will be screened. Ceiling fans will be installed, along with countertops.

The third item on the agenda was Citizens for Carlyle Parks comments. Shannon thanked Andy Brackett, Jeremy Weh, Geoff Jones, and Jeff Schatz for helping at the food stand at the Clinton County Fair. She then stated that there will be a food stand at the Outdoor Days at the Fish House. Shannon added that the plaque has been set at the Maple Hill Pavilion.

The fourth item on the agenda was park director comments. Andy stated that soccer registration ended at the end of June. There was a 20 percent increase in registration from last year. The season will start the third week of August. Andy added that this is the last week of camps. There were 225 campers over the summer. A softball tournament was held over the Fourth of July weekend at the City Park. The organizers hope to make this an annual tournament. Andy said that three pavilion roofs have been completed, the bathroom roof is done, and a metal roof has been put on the concession stand.

The fifth item on the agenda was pool manager comments. Nicole presented the Board with a handout to update it on pool programs and concessions. The average daily attendance at the pool for June and July was 60. Aqua Zumba will continue until August 26. The Jr. High Luau night had an attendance of 52. There were 12 participants in the Aqua Tots swimming lessons. Movie in the Park attendance was low, as well as Little Dippers. There were 83 participants in swimming lessons. This year there were small group lessons with one to five students per teacher. Several parents requested going back to private lessons. The state health inspection was completed on June 9. There were no major infractions, but there were six minor infractions. Three were corrected the same day. The drain cover of the baby pool needs to be replaced next year, the suction gauge needs to be replaced before the pump on the main pool, and the PSI gauge on the baby pool filter needs to be replaced/unclogged. The health inspector complimented the City on the cleanliness of the pool and its detailed reporting. Staff evaluations have been completed. The vending machines have worked well. There was a profit of \$250.27 at the High School concessions. The park concession stand has been reserved for rental for 20 dates. The baby pool had all its seams and cracks caulked. It is still losing water at a rate of three to six inches per day. The

older concrete of the pool deck was repainted with anti-slip texture to prevent falls. The Wibit has been a huge success. A fourth guard has been staffed to help keep Wibit users safe.

There was no old business.

There was no new business.

The eighth item on the agenda was City Park bathroom update. JoAnn stated that it is close to being done. She added that Eric Nordike has donated a plaque for the bathroom.

The ninth item on the agenda was swimming lessons. Nicole stated that group lessons did not go well. There were three to four kids with two guards, but many parents complained about no longer having individual lessons. Nicole suggested letting the lifeguards taking over the lessons and setting their own fees. After some discussion, it was decided to check with insurance regarding liability issues. No motions were made.

The tenth item on the agenda was the matching funds grant. Gail stated that she and Andy have been working on a grant for trees. The amount of the grant is \$15,000. No motions were made.

The eleventh item on the agenda was trees at City Park and Fish Hatchery. A discussion was held about what types of trees to plant and when the best time to plant them would be. It was decided that there will be some trees planted in September. No motions were made.

The twelfth item on the agenda was rubber way walking path. Dennis stated that Scott Air Force Base covered all its paths with rubberized mulch. Dennis had wanted to do this at Maple Hill Park. However, after some research was done, it was determined it was too expensive. No motions were made.

With no further business to discuss, Geoff Jones made a motion to adjourn. Jeff Schatz seconded the motion. With all in favor, the meeting was adjourned at 7:59 p.m.

Respectfully submitted,
Martha Reinkensmeyer

Park Board Minutes

September 5, 2017

The meeting was called to order by President Doris Elling on Tuesday, September 5, 2017 at 7 p.m. at Carlyle City Hall. Board members present included Doris Elling, Geoff Jones, Dennis Middendorff, Jeff Schatz, Gail Schuermann, and Park Board Liaison Jeremy Weh. Others present included Nicole Weh, Shannon Petrea, Mayor Judy Smith, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the August 1, 2017 meeting, Gail Schuermann made a motion to approve the minutes. Geoff Jones seconded the motion. After a voice vote, all were found in favor.

There were no public comments.

The second item on the agenda was Park Board comments. Jeff Schatz asked Andy to adjust timers on the tennis court lights. Dennis Middendorff inquired why there has not been a picture of the new bathroom in the Union Banner. He added that there should be a weekly article in the Union Banner highlighting the Parks Department. A ribbon cutting ceremony was also discussed for the bathroom.

The third item on the agenda was the Citizens for Carlyle Parks comments. Shannon stated that the annual golf tournament will be held on October 7, 2017.

The fourth item on the agenda was the park director comments/updates. Andy stated that the soccer season has started. Basketball registration for Kindergarten, First and Second Grades, and Third and Fourth Grade boys has begun.

The fifth item on the agenda was pool manager comments/updates. Nicole stated that the August daily attendance was 48. Two back to school parties were held. The last movie in the park had better attendance. It had free admission. Twenty dogs participated in the Dog Days of Summer.

The sixth item on the agenda was old business. The baby pool was discussed. It is still losing water. It was decided to put dye in the baby pool to see if it was possible to determine where the water is going.

There was no new business.

The eighth item on the agenda was the city park bathroom update. JoAnn stated that she is waiting on the plaque and that she will plan a ceremony to commemorate the bathroom.

The ninth item on the agenda was the softball tournament to be held on September 30 and October 1. It will be adult slow pitch and is sponsored by Mariner's Village. The City will be using Mariner's Village liquor license. Andy stated that he is still looking for more teams. There are currently four signed up to play. He added that help is also needed for concessions. No motions were made.

The tenth item on the agenda was matching funds grant. Andy stated that the City received the grant for trees. The amount of the grant is \$1,366.50. Eighty-one trees will be planted. As part of the grant, a tree preservation and protection ordinance must be passed. No motions were made.

The eleventh item on the agenda was playground matching funds grant. Andy stated that he is in the process of applying for a grant from Game Time that will match funds for new playground equipment at Maple Hill Park. No motions were made.

The twelfth item on the agenda was a skate park at Water Tower Park. Andy stated that he got the equipment for the skate park for free. The equipment is in the process of being installed. No motions were made.

The thirteenth item on the agenda was Pumpkin Patch. Andy stated that this year's Pumpkin Patch will be held at the Fish House in conjunction with the Taste of Southern Illinois event held there that same weekend. It will be held on October 14, 2017.

The fourteenth item on the agenda was the walking/exercise path at Maple Hill Park. A discussion was held on possible materials that could be used for a walking path. No motions were made.

With no further business to discuss, Dennis Middendorff made a motion to adjourn. Jeff Schatz seconded the motion. With all in favor, the meeting was adjourned at 8 p.m.

Respectfully submitted,
Martha Reinkensmeyer

Park Board Minutes

November 7, 2017

The meeting was called to order by Board President Doris Elling on Tuesday, November 1, 2017 at 7 p.m. at Case Halstead Library. Board members present included Doris Elling, Jeff Schatz, Gail Schuermann, and Park Board Liaison Jeremy Weh. Geoff Jones and Dennis Middendorff were absent. Others present included Shannon Petrea, Andy Brackett, and Martha Reinkensmeyer.

After reviewing the minutes from the September 5, 2017 meeting, Gail Schuermann made a motion to approve the minutes. Jeff Schatz seconded the motion. After a voice vote, all were found in favor.

There were no public comments.

There were no Park Board comments.

The third item on the agenda was Citizens for Carlyle Parks comments. Shannon stated that a painting fundraiser will be held on November 19. A chicken dinner is planned for January and the trivia night is scheduled for St. Patrick's Day. Shannon added that the focus of the group in 2018 will be to recruit new members and earn money.

The fourth item on the agenda was Park Director comments and updates. Andy stated that the slow-pitch softball tournament held the last weekend of September went well. Five teams participated. The skate park is completed. Trees will be planted next spring using the money from the tree grant. Pavilion Four is finished. Parks redid the siding and roof on the Electric Department's office. Basketball registration has started. There are currently 20 teams. The school district has begun charging a usage fee of \$75 each time the Grade School gym is used. The Christmas lights are going up in the Park.

The fifth item on the agenda was Pool Manager comments and updates. Andy stated that Pisces came out and looked at the baby pool. No one can determine where the water is going that is leaking from it. Doris stated that she would like to begin searching for a new pool manager. She would like to see this on the agenda for next month.

There was no old business.

There was no new business.

The eighth item on the agenda was City Park Bathroom update. There were no updates.

With no further business to discuss, Jeff Schatz made a motion to adjourn. Gail Schuermann seconded the motion. With all in favor, the meeting was adjourned at 7:21 p.m.

Respectfully submitted,
Martha Reinkensmeyer

Park Board Minutes

December 5, 2017

The meeting was called to order by City Administrator JoAnn Hollenkamp on Tuesday, December 5, 2017 at 7:04 p.m. at Case Halstead Library. Board members present included Dennis Middendorff, Jeff Schatz, and Park Board Liaison Jeremy Weh. Geoff Jones was absent. Others present included Shannon Petrea, Henry Hollenkamp, Joe Heiligenstein, Andy Brackett, Mayor Judy Smith, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the November 7, 2017 meeting, Dennis Middendorff made a motion to approve the minutes. Jeff Schatz seconded the motion. After a voice vote, all were found in favor.

There were no public comments.

There were no Park Board comments.

The third item on the agenda was Citizens for Carlyle Parks comments. Shannon Petrea stated that plans are being made for the upcoming year.

The fourth item on the agenda was Park Director comments and updates. Andy Brackett stated that the youth basketball program is underway. Christmas in Carlyle is going well. There have been 3,500 cars travel through the Park since November 24.

The fifth item on the agenda was permission to advertise for a pool manager. Dennis Middendorff made a motion to recommend that Council allow to advertise for a pool manager. Jeff Schatz seconded the motion. After a voice vote, all were found in favor.

The sixth item on the agenda was permission to advertise for lifeguards. Jeff Schatz made a motion to recommend that Council allow to advertise for lifeguards. Dennis Middendorff seconded the motion. After a voice vote, all were found in favor.

The seventh item on the agenda was a presentation by Mayor Judy Smith to discuss a City Council committee in lieu of the Park Board. Mayor Smith began by stating that everyone, including the entire Council, appreciates the time donated by all members of the Park Board. She added that she had made a list of things that the Park Board has accomplished. She feels the two most important items on that list was the hiring of a professional park director and the hiring of a full-time maintenance worker. Other items on that list included replacing playgrounds, repairing and improving shelters, building the Christmas shed, remodeling the office in the Park Shed, improvements to the Fish Hatchery, the skate park, fire pits, and upgrading the camps. Mayor Smith then went on to say that with the resignation of the Park Board President, seven out of the eight Council members want to go back to a Park Committee made up of Council members and disband the Park Board. The main reason for this being a time issue. The Council believes having a Committee rather than the Park Board, would allow for items to be resolved faster and would remove a layer of bureaucracy. Dennis Middendorff stated that when the Park Board first began, the meetings were packed and at times got contentious. Equipment was replaced that the City had ignored. It was discovered that the concession stands were losing money. The

Park Board took a lot of grief and now the Council will start getting all that grief. Dennis expressed concern over whether the Council members are prepared to handle that grief and to keep improving the Parks Department. Mayor Smith stated that the members of Council have seen the improvements made to the Parks Department and are willing to continue to make improvements. Dennis stated again that the Park Board became a buffer and he has true concerns about how Council members will handle complaints when it comes to voting for improvements. No motions were made.

There was no old business.

There was no new business.

With no further business to discuss, Dennis Middendorff made a motion to adjourn. Jeff Schatz seconded the motion. With all in favor, the meeting was adjourned at 7:38 p.m.

Respectfully submitted,
Martha Reinkensmeyer