

**Springfield Park District  
BOARD MEETING**

**MINUTES**

**Thursday, March 15, 2018 – 5:30 p.m.**

A meeting of the Springfield Park District Board of Trustees was held on Thursday, March 15, 2018 at 5:30 p.m. at the Bunn Administrative Offices, 2500 South 11<sup>th</sup> Street, Springfield, Illinois.

**Roll Call**

Trustee Sgro called the meeting to order at 5:30 p.m. and requested roll call.

Members Present: Trustees: Evans, Hammer, Jannazzo, Metcalf, Schmidt, Senor-Moore and President Sgro

Members Absent: None

Others Present: Elliott McKinley, Director of Parks; Lynn Saputo, Director of Recreation; Stephen Flesch, Director of Finance & Administration; Legal Counsel, Rob Cross; Thomas Lerczak, IL Nature Preserves Commission; Media & Staff

**Minutes of the February 15, 2018 Regular Board Meeting were presented.**

Motion: To approve the February 15, 2018 Regular Board Meeting minutes as presented

Moved by: Trustee Evans

Seconded by: Trustee Senor-Moore

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All approved by voice vote.

**Public Comment**

President Sgro asked if anyone wanted to address the Board. No one addressed the Board.

**RECREATION**

**Staff Report**

No Additional Items.

**Conservation Easement and Registration Agreement**

Motion: Authorize Staff to Execute Conservation Easement and Registration Agreement for Sangamon Bottoms Land and Water Reserve for Riverside Park

Moved by: Trustee Metcalf  
Seconded by: Trustee Hammer

Discussion: Trustee Evans voiced his concern of the park district to relinquish their rights and ability to expand programs once agreement was in place. Thomas Lerczak answered the Trustees questions. Board discussed the benefits of having the agreement.

Roll Call: Evans: Nay                      Hammer: Aye                      Jannazzo: Aye                      Metcalf: Aye  
                 Schmidt: Aye                      Senor-Moore: Nay                      Sgro: Aye

Motion Passed: Ayes: 5    Nays: 2

**LONG RANGE PLANNING**

**Staff Report**

No additional Items.

**Letter of Support to City RE: Far East TIF**

Motion: Authorize Park Board President to issue Letter of Support to Extend Springfield's Fair East TIF for an additional 12 years

Moved by: Trustee Hammer  
Seconded by: Trustee Schmidt

Discussion: The Board discussed the potential loss of income to the district would be minimal. They also noted, entities collecting a much higher tax percentage had already given their support to the extension.

Roll Call: Evans: Aye                      Hammer: Aye                      Jannazzo: Aye                      Metcalf: Aye  
                 Schmidt: Aye                      Senor-Moore: Aye                      Sgro: Aye

Motion Passed: Ayes: 7    Nays: 0

**FINANCE & PERSONNEL**

**Staff Report**

No Additional Items.

**Personnel Report**

No Additional Items.

**Sale of Surplus Property**

Motion: Approve Ordinance #1422-18 RE: Sale of Surplus Property

Moved by: Trustee Jannazzo

Seconded by: Trustee Senor-Moore

Discussion: N/A

Roll Call: Evans: Aye                      Hammer: Aye                      Jannazzo: Aye                      Metcalf: Aye  
                 Schmidt: Aye                      Senor-Moore: Aye                      Sgro: Aye

Motion Passed: Ayes: 7    Nays: 0

**Statement of Claims**

Motion: To approve the Statement of Claims as presented by President Sgro

Moved by: Trustee Jannazzo

Seconded by: Trustee Evans

Discussion: N/A

Roll Call: Evans: Aye                      Hammer: Aye                      Jannazzo: Aye                      Metcalf: Aye  
                 Schmidt: Aye                      Senor-Moore: Aye                      Sgro: Aye

Motion Passed: Ayes: 7    Nays: 0

**BUILDINGS & CONCESSIONS**

**Staff Report**

No Additional Items.

## **LIAISON COMMITTEE**

### **Staff Report**

Trustee Schmitt informed the Board she met with Executive Director Harms, Director McKinley and President Sgro to discuss playground designs. The designs previously submitted were not favorable. Staff will seek more innovative, modern designs and separate pieces to update some playgrounds. Possible fundraising opportunity for the parks foundation once designs are determined.

## **GRANTS & MARKETING**

### **Staff Report**

No Additional Items.

## **COMMITTEE OF THE WHOLE**

## **BUSINESS**

None at this time

## **ADJOURNMENT**

There being no further business to come before the Board, it was moved by Trustee Evans and seconded by Trustee Sierra-Moore that the meeting adjourned at 6:09 p.m.

**Joint Meeting of the Long Range Planning,  
Committee of the Whole, Recreation, Finance & Personnel,  
Buildings & Concessions, Liaison and Grants & Marketing Committees**

**MINUTES**

**March 7, 2018 at 5:30 p.m.**

Members Present: Trustees Evans, Hammer, Jannazzo, Metcalf, Schmidt and Senor-Moore

Members Absent: N/A

Others Present: President Sgro, Derek Harms, Executive Director; Elliott McKinley, Director of Parks; Stephen Flesch, Director of Finance & Administration; Lynn Saputo, Director of Recreation; Staff and public

A Joint Meeting of the Committee of the Whole, Long Range Planning, Finance & Personnel, Recreation, Buildings & Concessions, Liaison and Grants & Marketing was held on March 7, 2018 was held at 5:30 p.m.

**Long Range Planning**

**Far East TIF Extension**

Doris Turner, Ward 3, addressed the Board asking for their support of an extension for the Far East TIF District. The extension would be for 12 years, which is the normal period allowed. Initially the area was predominantly residential and did not generate many funds. The new TIF would include businesses allowing for greater revenue. No set plan has been approved for the funding but potential opportunities for homeowners to make improvements with matching funds for the betterment of the neighborhood and a high priority. Trustees were informed the potential loss of revenue for the Park District if the TIF is approved would be low (\$2 million). If the Park District votes to support the TIF they would be the last entity to offer their support.

**Staff Report**

Elliott McKinley, Director of Parks & Planning, gave a brief update on the following:

- Penguin building status is on track
- ADA transition plan continues throughout the District

**Committee of the Whole**

**Police Update**

Chief Nargelenas introduced new police hires: Johnnie Boyd (from part time to full time); Ed Knox (part time); and Gabrielle Gonzalez (part time). He also presented the 2017 Annual Report, which was prepared with the assistance of three U of I interns. The report includes:

police staff, vehicle inventory, service calls, criminal offenses and park incidents. An update of records and evidence room procedures is also included in the report.

### **Recreation Committee**

#### **Land and Water Reserve Proposal for Riverside Park**

Tom Lerczek, has worked with the Park District for many years for the betterment of Riverside Park. He submitted an extensive report regarding the park and has requested a permanent conservation easement land and water reserve for approximate 113 acres of the bottomland of Riverside Park. The easement would allow for the current recreational activities to continue but would not allow any additional in the future. Staff noted additional scheduling is limited due to the wetlands. Lerczek noted benefits to the easement would be possible operating funds for stewardship projects as available and as well as additional service programs and continued protection of the land. The proposal will be presented to the Board for approval at the March Board meeting.

#### **Staff Report**

Lynn Saputo, Director of Recreation, gave a brief update on the following:

- Staff is busy preparing the brochure and for upcoming events IE: Dr. Dolittle Day & Spring floral show
- This year the Annual Jamboree will be replaced with a kickoff at Scheels with the YMCA to promote activities at Scheels
- Vermont System (Rec Software) building program information. Additional training ahead for staff. A soft launch is tentatively set for March 19<sup>th</sup>
- A tentative demo for the Board may be scheduled for the April board meeting

### **Finance & Personnel Committee**

#### **Staff Report**

##### **Finance**

Stephen Flesch, Director of Finance & Administration, informed the Board:

- Building fund balances
- Capital projects are being completed using funds
- 2018 Bond money received. The good faith down payment of \$41,000 for the bond sale (SPD Revenue) was made in February, and the remaining balance of \$2,000,000 was received on March 1, 2018.
- Fiscal 2019 Budget: Staff is summarizing with staff and should email tentative budget to Board for April board meeting

##### **Personnel**

Stephen Flesch, Director of Finance & Administration, informed the Board:

- Out of State Travel: Nelson Center / NARCE Expo ... George Tucker & Marty Striker

### **Surplus Ordinance**

Director Flesch provided the Board with a list of surplus equipment. Staff will ask for Board approval at the March Board meeting to approve Ordinance #1422-18 regarding the sale of surplus equipment.

### **Informational Item**

Director Flesch noted the purchase of a passenger/ADA van for SRA has been located. The vehicle will accommodate 6 passengers plus a driver. The funds for this purchase are in the budget. No action is required.

### **Employee Residency Policy**

Director Harms explained the current residency policy requiring all employees to reside within Sangamon County was causing employee recruitment challenges. Staff proposed the following: "As a condition of continued employment, all key employees and on-call employees of the Park District shall maintain their residence within a reasonable traveling distance from their main place of work during all periods of service with the Park District." The Board discussed the need for clarification the terms: 1) Key employees and 2) Reasonable traveling distance and if the union had been consulted. Trustees liked the recommendation to eliminate the last and add "at the Executive Director's discretion". A revised policy will be presented at the March Board meeting for consideration.

### **Statement of Claims / Visa Bill**

Trustee Jannazzo presented the Statement of Claims & Visa Bill for Board review.

## **Buildings & Concessions Committee**

### **Staff Report**

No additional information

### **Liaison**

### **Staff Report**

No additional information to add to the committee report

## **Grants & Marketing**

### **Staff Report – Grants**

No additional information to add to the committee report

### **Staff Report – Marketing**

Lynn Saputo, Director of Recreation, gave a brief update on the following:

- Moving forward with graphics
- Board will be given info ASAP

## **ADJOURNMENT**

There being no further business to come  
before the Board, the meeting adjourned at 6:50p.m.