

**Springfield Park District
BOARD MEETING**

MINUTES

Thursday, October 18, 2018 – 5:30 p.m.

A meeting of the Springfield Park District Board of Trustees was held on Thursday, October 18, 2018 at 5:30 p.m. at the John F. Linxwiler Administrative Office, 2500 South 11th 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: Derek Harms, Executive Director; Elliott McKinley, Director of Parks; Jason Graham, Incoming Director of Parks; Lynn Saputo, Director of Recreation; Stephen Flesch, Director of Finance & Administration; Legal Counsel, Rob Cross; Bruce Blanshan, Nelson Center; Skating families, Staff and public

Minutes of the September 20, 2018 Regular Board Meeting were presented

Motion: To approve the August 16, 2018 Regular Board Meeting minutes as presented

Moved by: Trustee Evans

Seconded by: Trustee-Senor-Moore

All approved by voice vote.

Public Comment

President Sgro welcomed members of the IL Valley Figure Skating Clubs, who voiced their appreciation for the Board's time and consideration regarding Coach Liss.

RECREATION

Staff Report

Lynn Saputo, Director of Recreation reminded the Board of the upcoming Halloween events: Jack-o-Lantern Spectacular; Zoo Ghoulie; Park Police w/County Police for a Food Drive and District's Marketing department/Scheels for events end of the month.

Golf Cart Lease with Battery Specialists+ Golf Cars

Motion: Authorize Staff to negotiate and execute a five-year lease for golf carts with Battery Specialists+ Golf Cars under national contract #EV2024-02, total amount of all lease payments not to exceed \$120,000

Moved by: Trustee Metcalf
Seconded by: Trustee Schmidt

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

Lease for Barker Park

Motion: Authorize Board President to Execute a 50-Year Lease with Family Home Investors, LLC RE: Barker Park Property

Moved by: Trustee Evans
Seconded by: Trustee Metcalf

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

Playground Equipment for Douglas Park

Motion: Authorize Staff to accept proposal and execute contract with Zenon Company to purchase park playground equipment for Douglas Park in an amount not to exceed \$110,000

Moved by: Trustee Evans
Seconded by: Trustee Schmidt

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

LONG RANGE PLANNING

Staff Report

No additional Information.

Resolution #408-18

Motion: Authorize Park Board President to execute Resolution #408-18 RE: Annexation of Centennial Park to the City of Springfield

Moved by: Trustee Hammer

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

LIAISON COMMITTEE

Staff Report

No additional Information

GRANTS & MARKETING

Staff Report

Lynn Saputo, Director of Recreation, informed the Board the Capital Radio Group is running a new commercial advertising Nelson Center activity.

FINANCE & PERSONNEL

Staff Report

No additional Information

Personnel Report

Stephen Flesch, Director of Finance informed the Board there is one Zoo staff member who will be traveling out of state.

Statement of Claims

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

Moved by: Trustee Jannazzo

Seconded by: Trustee Hammer

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

BUSINESS

IAPD Credentials Certificate

Motion: Adopt Credentials Certificate for IAPD Meeting

Moved by: Trustee Schmidt
Seconded by: Trustee Senor-Moore

Discussion: N/A

All approved by voice vote.

EXECUTIVE SESSION

Retire to Executive Session

It was moved by Trustee Hammer and seconded by Trustee Evans to retire to executive session per Open Meetings Act 2(c)(11) at 5:41 p.m. All approved by voice vote,

Arise from Executive Session

There being no further business to discuss in Executive Session it was moved by Trustee Hammer and seconded by Trustee Schmidt to arise from executive session at 6:09

ADJOURNMENT

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

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

MINUTES

October 10, 2018 at 5:30 p.m.

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

Members Absent: Trustee Evans

Others Present: President Sgro; Derek Harms, Executive Director; Elliott McKinley, Director of Parks; Jason Graham, Incoming Director of Parks; Stephen Flesch, Director of Finance & Administration; Amanda Weaver Assistant Director of Recreation and Staff

A Joint Meeting of the Recreation, Buildings & Concessions, Long Range Planning, Liaison, Grants & Marketing and Finance & Personnel was held on October 10, 2018 was held at 5:30 p.m.

Recreation Committee

Staff Report

Assistant Director of Recreation, Amanda Weaver informed the Board of the following:

- A tour of the Carillon and interview of Carillonist, Carlo was a part of the Susan Langheim Show which will run the month of October
- Stanger Things star, David Harbour served as the officiant of a wedding held at Erin's Pavilion
- Park District will partner with the APL on October 6th to host Boo Bark at the Park in Stuart Park
- The Garden Club will work with Park District Arborist, Chuck Smith to plant 200 Illinois species trees of in Centennial working with Chuck to plant 200 tree IL Species
- Upcoming Halloween events: Include the Carve/Jack O Lantern Spectacular; Special Rec's Monster Mash; WNNS Trick or Treat Street/Southwind

Golf Cart Lease

Staff provided information and a discussion was held regarding the upcoming 2018/19 Golf transition. With the upcoming retirements of Jim Sutzer, Lincoln Greens Golf Professional at the end of January 2019 and Head Golf Professional, Paul Loutzenhiser retiring the following January 2020, Park District will take over the pro shops. An internal candidate, Lance Flurry, Golf Professional at Pasfield Golf Course, was chosen to lead as project manager and will serve over the four courses with 2 additional staff and seasonal staff during season. Information regarding a potential 5-year golf cart lease from Battery Specialists & Golf Cars was provided. Currently the golf pros have leased the golf carts, but under the new structure the lease would be the District's responsibility and would be paid with a 6 month on/off pay structure, making

payment when golf course is generating revenue. They estimate 189 cars will be needed for the 4 courses and would cover batteries and rotate inventory. Park District being responsible for the golf cart lease expenses may present better options for potential promotional programming. Staff will ask for Board approval of 5-year contract at the October Board meeting.

Buildings & Concessions Committee

Staff Report

No additional information

Barker Park – Property Lease Agreement

Derek Harms, Executive Director, informed the Board of an encroachment situation in the Franklin Park Estates. A portion of the duplex located at 2012 Stockton Drive built in 1994, owned by Family Home Investors, LLC; is on park district property. A lease similar to an encroachment situation at Lincoln Park was prepared for Family Home Investors, LLC. The only difference it does not allow for a subletting since the owner does not live on the property.

Douglas Park Playground Design

Elliott McKinley, Director of Parks explained the Playground Committee, which is made up of Derek Harms, Leslie Sgro, Robin Schmidt, Jason Graham and himself reviewed the designs submitted by five companies. The designs included activities for ages tots to teens for a new playground system to be installed at Douglas Park. Zenon Company was the top firm offering new and interesting components. Some of the items to be included are expression swings, musical elements, a play structure with a slide, and a zipline and ground elements to meet ADA requirements. The cost of the equipment including shipping is \$103,598. The Park District will supply surface materials with ADA funds. A consult would be available to the Park District certified installers on staff. Staff wants Board confirmation of the location of the new system and what should go in place of the old system when removed. The old system will not be removed until the new system is installed.

Long Range Planning

Staff Report

Jason Graham, Incoming Director of Parks, informed the Board of the following:

- Report includes Masterplan with ADA workshop for updates for the past year. Numerous items have been accomplished.
- Currently underway is the Washington Playground paving project. Project will offer the same number of parking spots but will be angled for better access.
- Additional fiber has been added to playgrounds
- Fall cleanup has begun. November 2nd will be the last date of most seasonal employees
- Winterizing facilities will start soon

Resolution for Annexation of Centennial Park

Director Harms informed the Board a resolution for potential annexing of Centennial Park, which was presented at last month's meeting, will need to be done next week.

Liaison

Staff Report

Jason Graham, provided information regarding SMART, Sangamon/Menard Area Regional Transit which provides access to transportation for rural resident of Sangamon County through SMTD.

Director Harms noted the next Parks Foundation Meeting will be held October 11 at 11:00 a.m. They will be discussing new potential projects.

Grants & Marketing

Staff Report – Grants

No additional information to add to the committee report

Staff Report – Marketing

Promotional logo wear given to board.

Finance & Personnel Committee

Staff Report

Finance

Stephen Flesch, Director of Finance & Administration, informed the Board the Cart lease discussed earlier this meeting would be presented to the Board for consideration at this month's Board meeting. He also noted golf carts will have USB for golf patrons to charge their phones while playing golf and there may be opportunities to wrap carts with logo branding

Personnel

No additional information.

Statement of Claims / Visa Bill

Trustee Jannazzo presented the Statement of Claims & Visa Bill for Board review. Board's questions were answered.

EXECUTIVE SESSION

Retire to Executive Session

It was moved by Trustee Hammer and seconded by Trustee Evans to retire to executive session per Open Meetings Act 2(c)(1) regarding a personnel matter at 6:23 p.m. All approved by voice vote.

Arise from Executive Session

There being no further business to discuss in Executive Session it was moved to arise from executive session.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned