

**Springfield Park District
BOARD MEETING**

MINUTES

Thursday, July 18, 2019 – 5:30 p.m.

A meeting of the Springfield Park District Board of Trustees was held on Thursday, July 18, 2019 at 6:10 p.m. (immediately following the Special Meeting) at the John F. Linxwiler Administrative Office, 2500 South 11th Street; Springfield, Illinois.

Roll Call

Trustee Sgro called the meeting to order at 6:10 p.m. and requested roll call.

Members Present: Trustees: Badger, Hammer, Metcalf, Theilen and President Sgro

Members Absent: Trustees Schmidt and Senor-Moore

Others Present: Derek Harms, Executive Director; Jason Graham, Director of Parks; Stephen Flesch, Director of Finance & Administration; Lynn Saputo, Director of Recreation; Legal Counsel, Rob Cross; Labor Counsel, Justin Reichert, Staff and public

Minutes of the June 20, 2019 Regular Board Meeting were presented

Motion: To approve the June 20, 2019 Regular Board Meeting minutes as presented

Moved by: Trustee Hammer

Seconded by: Trustee Theilen

All approved by voice vote.

Special Guests:

No one at this time.

Public Comment

President Sgro asked if anyone from the public would like to comment.

- Adam Cook
 - Suggested the Board look into a compost toilets for Centennial Park. Low cost and little maintenance
 - Stated letters sent for pre-school meeting recently held with parents gave little notice prior to meeting. Has ongoing concerns regarding how rates are established and program cuts are made.

BUILDINGS & CONCESSIONS

Staff Report

Nothing at this time.

IGA with Curran-Gardner Townships Public Water District

President Sgro and staff met with the City regarding annexation. The City has communicated a possible agreement for services. Waiting for written proposal and timetable. Table item at present.

RECREATION COMMITTEE

Staff Report

Lynn Saputo, Director of Recreation informed the Board the new event, Tatzoo, was very well received. This event was very popular with the 20-30 demographic and there has been a request to hold it again next season. Trustee Theilen requested promoting the tattoo artists in the future so the public can look the up the artist and be aware of the work prior to the event.

Agreement with FitLot for Outdoor Fitness Park

Motion: Authorize Staff to execute an agreement with FitLot to construct an Outdoor fitness park in Lincoln Park pending legal review.

Moved by: Trustee Metcalf

Seconded by: Trustee Theilen

Discussion: Director Harms explained FitLot wants to use their agreement. Park District Legal Counsel, Rob Cross is reviewing the agreement. Trustee Badger wants to include the Sr. Center in the process. She added they were good with the location.

Roll Call: Badger: Aye Hammer: Aye Metcalf: Aye
Schmidt: -- Senor-Moore: -- Theilen: Aye Sgro: Aye

Motion Passed: Ayes: 5 Nays: 0

FINANCE & PERSONNEL

Staff Report / Finance

No additional information.

Staff Report / Personnel

Stephen Flesch, Director of Finance & Administration, introduced the Board to UIS Accounting major Intern, Julia Riffey. Julia just completed her summer internship with the Finance Department and was a great addition.

Banking Service Plan

Motion: Authorize Staff to accept and implement the Comprehensive Banking Service Plan proposed by Illinois National Bank on July 2, 2019

Moved by: Trustee Metcalf
Seconded by: Trustee Theilen

Discussion: n/a

Roll Call: Badger: Aye Hammer: Aye Metcalf: Aye
Schmidt: -- Senor-Moore: -- Theilen: Aye Sgro: Aye

Motion Passed: Ayes: 5 Nays: 0

Statement of Claims

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

Moved by: Trustee Metcalf
Seconded by: Trustee Theilen

Discussion: n/a

Roll Call: Badger: Aye Hammer: Aye Metcalf: Aye
Schmidt: -- Senor-Moore: -- Theilen: Aye Sgro: Aye

Motion Passed: Ayes: 5 Nays: 0

LONG RANGE PLANNING

Staff Report

No additional information.

GRANTS & MARKETING

Staff Report

No additional information.

LIAISON COMMITTEE

Staff Report

No additional information

BUSINESS

OSLAD Grant Application

Motion: Approve Resolution #416-19 RE: Authorizing submission of an OSLAD Grant Application

Moved by: Trustee Theilen

Seconded by: Trustee Badger

Discussion: n/a

Roll Call: Badger: Aye Hammer: Aye Metcalf: Aye
 Schmidt: -- Senor-Moore: -- Theilen: Aye Sgro: Aye

Motion Passed: Ayes: 5 Nays: 0

Semi-Annual Review & Possible Release of Executive Session Minutes

Motion: To release minutes from all Executive Sessions except Meeting of April 18, 2019 due to the need for continued disclosure.

Moved by: Trustee Theilen

Seconded by: Trustee Hammer

Discussion: n/a

Roll Call: Badger: Aye Hammer: Aye Metcalf: Aye
 Schmidt: -- Senor-Moore: -- Theilen: Aye Sgro: Aye

Motion Passed: Ayes: 5 Nays: 0

ADJOURNMENT

There being no further business to come before the Board it was moved by Theilen and seconded by Metcalf that the meeting adjourn at 6:34 p.m.

**Joint Meeting of the Buildings & Concessions,
Recreation, Finance/HR, Long Range Planning,
Grants & Marketing and Liaison Committee**

MINUTES

July 10, 2019 at 5:30 p.m.

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

Members Absent: N/A

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

A Joint Meeting of the Buildings & Concessions, Recreation, Finance/HR, Long Range Planning, Grants & Marketing and Liaison Committees was held on July 10, 2019 was held at 5:30 p.m.

Buildings & Concessions Committee

Staff Report

No additional information.

Curran Gardner Water District – IGA

Jason Graham, Director of Parks, explained staff plans to bring an IGA with Curran Gardner Township for water at Centennial Park for Board approval at the July Board meeting. Curran Gardner would provide water to the side of the park at no expense to the Park District. CGT is behind due to the weather so installation will not happen this season. A discussion was held regarding rates and future development of a dog park.

Recreation Committee

Staff Report

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

- 7th Annual Springfield Pickleball tournament was held and included 289 players from 18 states
- This month's Movie in the Park, "Mary Poppins Returns" will be held at the Carillon on the 12th

- July 27th will be Shoe & Shoes a new event that Park District has partnered with the Faith Coalition to be held at Lincoln Park. Discounted pool and rink passes will be available.
- Rec Report will include RecTrac and Web Trac information with monthly totals
- Two binturongs were acquired, one male and one female. They will take over the Wolverine display.
- Dog Day of Summer will be held on August 3rd at Lincoln Park and feature dog races on ice. This community event will feature dog vendors, art, and pet adoptions.

AARP Fit Lot

Director Harms informed the Board AARP contracted through FitLot and wants to use their standard agreement so Park District legal counsel, Rob Cross is working with FitLot and will bring to Board at July meeting for review and possible approval.

Finance & Personnel Committee

Staff Report

Finance

Stephen Flesch, Director of Finance & Administration, highlighted his Board report and noted new financial statements and summaries provided by Doug Bates, Senior Accountant, are included in the reports.

Personnel

No additional information.

Banking Service RFP

Stephen Flesch, Director of Finance, gave the Board a summary of the three proposals received for banking services from Commerce, Hickory Point and INB. Staff recommends staying with INB but would suggest a subcommittee review. The Board felt staff did their due diligence and will take their recommendation at a vote at the July Board meeting.

Statement of Claims / Visa Bill

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

Long Range Planning

Staff Report

Jason Graham, Director of Parks, gave a brief update on the following:

- Douglas Playground is complete

- Final Contract with Vollintine for Wolf enclosure
- Aids Labyrinth started at Lincoln Park
- Drysdale tournament is currently underway
- Lanphier basketball courts resurface is complete
- Washington Pavilion roof bid published and due 7/31/19
- Chuck Smith and his tree crew are busy with tree damage from storms
- Barker Park playground will be installed mid/late August.

Property Lease – Barker Park

Director Harms informed the Board Jason Graham has been working with property owners of two properties with encroachment issues. Long term leases will be signed by owner and then brought to the Board for approval at a later date. Leases will follow uniform policy previously established.

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:

- Commercials in the work for Park District events with Sinclair for tv and radio spots
- Personalizing mascot for Park District
- Carlo VanUft – taped carillon segment
- Staff is busy with analytics
- Rec has been covering the Y event on Thursdays

6:20 p.m. President Sgro left meeting in progress

Liaison

Staff Report

- Flier in book for National Night Out invite for Iles Park Neighborhood Association. They are also helping spread the work about the upcoming public hearing regarding the OSLAD grant application.

- The Parks Foundation met July 9th. Trustee Theilen will serve as the Foundation Liaison. Topic for discussion at the meeting was pollinator gardens and possible fundraising effort for an additional garden.
- Lynn Saputo noted an upcoming fundraising to be held at Southwind Park on November 15.
- Director Harms informed the Board they will be asked to approve a resolution at the July Board meeting for the OSLAD grant. There will also be a public hearing held prior to the July Board meeting for public feedback.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 6:26 p.m.