

**Springfield Park District
BOARD MEETING**

MINUTES

Thursday, June 20, 2019 – 5:30 p.m.

A meeting of the Springfield Park District Board of Trustees was held on Thursday, June 20, 2019 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: Badger, Hammer, Metcalf, Schmidt, Senor-Moore, Theilen
And President Sgro

Members Absent: None

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 April 10 & 18, 2019 Special Board Meetings were presented

Motion: To approve the April 10 & 18, 2019 Special Board Meeting minutes as presented

Moved by: Trustee Schmidt

Seconded by: Trustee Badger

All approved by voice vote.

Minutes of the May 16, 2019 Regular Board Meeting were presented

Motion: To approve the May 16, 2019 Regular Board Meeting minutes as presented

Moved by: Trustee Hammer

Seconded by: Trustee Metcalf

All approved by voice vote.

Minutes of the May 28, 2019 Special Board Meeting were presented

Motion: To approve the May 28, 2019 Special Board Meeting minutes as presented

Moved by: Trustee Senor-Moore

Seconded by: Trustee Metcalf

All approved by voice vote.

Special Guests:

Scott Selinger, Carter's Drive

Scott Selinger informed the Board that the 10th Annual Carter's Drive, a golf outing in memory of their son, was held at Lincoln Greens Golf Course. A portion of the proceeds to go back to a Park District program that may not otherwise be funded. The beneficiary chosen this year was the Franklin Park Neighborhood with funds to go toward a playground development in Barker Park. Mr. Selinger presented the Board with a check for \$10,000. The Board thanked Mr. Selinger for his most generous donation.

Don Hunt, President Franklin Park Neighborhood Association

Don Hunt, President and members of the Franklin Park Neighborhood Association, attended the meeting to address the need to continue development of a playground in Barker Park. They were extremely appreciative and thanked him for the donation from Mr. Selinger on behalf of Carter's Drive. They also thanked President Sgro, the Board and staff for the continued commitment by the Park District to further develop Barker Park.

Butch Elzea and Jack Pfeiffer

Butch Elzea, Foundation President, and Jack Pfeiffer, former Park District Trustee explained the concept and history of Southwind Park. Mr. Elzea acknowledged the generous donation Carter's Drive gave to the development of a playground in Barker Park & announced the Foundation would give a \$5,000 donation as well.

Chuck Smith, Recognition for Sustainable Springfield Award

Leslie Sgro, acknowledged Chuck Smith, Superintendent of Natural Resources/Arborist, a 24-year employee of the Park District. Chuck was recently recognized for his leadership in forest preservation at this year's Sustainable Springfield Awards. He has worked on a number of projects for the park district as well as with local groups to protect and preserve our trees.

James Shackmann, Assistant Superintendent of Park Area Maintenance

James Schackmann has been with the Park District 20 years in the golf department. He has moved from the position of Golf Course Superintendent to Assistant of Park Maintenance.

Brett Oxley, Golf Course Superintendent

Brett Oxley, has replaced James Schackmann as Golf Course Superintendent. He comes to us from the Decatur Country Club and worked with Schackmann to learn during the transition.

Mike Logdson, Golf Professional

Mike Logdson a PGA member began early May as a Golf Professional for the park district and has been working with Lance at Lincoln Greens. Logdson will be taking over at Pasfield Golf Course in November 2019 and Laura Kuchar, the current Golf Pro Shop Manager at Pasfield will transition to Bunn in November to work with Paul Loutzenhiser, our Head Golf Professional, who plans to retire in January 2020.

Public Comment

President Sgro asked if anyone from the public would like to comment. No one addressed the Board.

RECREATION COMMITTEE

Staff Report

No additional information.

AARP for Fitness Park

Director Harms informed the Board that AARP prefers to use their standard agreement and bring back to the Board in July for possible approval. He also noted that Senior Services were contacted and agreed with park district staff that Lincoln Park would be a good location for the fitness park.

BUILDINGS & CONCESSIONS

Staff Report

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

- The playground in Douglas Park is done and open to the public. There will be a ribbon cutting Monday, June 24 at 5:00 p.m.
- Components have been chosen and ordered for Barker Park. They will plan for installation by the Fall Neighborhood block party.

FINANCE & PERSONNEL

Staff Report / Finance

No additional information.

Staff Report / Personnel

Stephen Flesch, Director of Finance & Administration, informed the Board of out-of-state travel: Lou Beach will be attending the SHRM in Las Vegas June 22 through 26.

Re-appropriation of Funds

Motion: Motion to approve a re-appropriation of bond fund account 32-01-6276 (2016 Bond S&I Fund) originally allocated to the Bunn Administrative Center HVAC (a project which has been completed), to provide ancillary funding for building improvement projects at the Bunn Administrative Center. These funds will be combined with other funds (2018 Bond S&I Fund) already appropriated for those purposes.

Moved by: Trustee Metcalf
Seconded by: Trustee Theilen

Discussion: n/a

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

Motion Passed: Ayes: 7 Nays: 0

Statement of Claims

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

Moved by: Trustee Theilen
Seconded by: Trustee Metcalf

Discussion: n/a

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

Motion Passed: Ayes: 7 Nays: 0

LONG RANGE PLANNING

Staff Report

No additional information.

Agreement with Councilman-Hunsaker

Motion: Authorize staff to execute Agreement with Councilman-Hunsaker to perform Phase I and Phase II audit of District three aquatic facilities

Moved by: Trustee Hammer

Seconded by: Trustee Metcalf

Discussion: Discussion was held regarding the feasibility study cost & scope would put the project slightly overbudget. It was suggested by President Sgro to do Phase I and II and determine if a study is necessary.

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

Motion Passed: Ayes: 7 Nays: 0

GRANTS & MARKETING

Staff Report

Executive Director Harms informed the Board approval of a Resolution would be necessary at the July Board meeting to authorize Tod Stanton to write and submit an OSLAD grant.

Lynn Saputo, Director of Recreation informed the Board a grant was received to fund the Summer Youth and Work Training Program with the Park District, HSHS St. Johns and The Springfield Project. Internship will provide job shadowing, speakers and a full curriculum to be taught. The program runs through August 9th.

LIAISON COMMITTEE

Staff Report

No additional information

Bike Share Agreement

Motion: Authorize staff execute Bike Share Agreement with Gotcha, pending legal review

Moved by: Trustee Theilen

Seconded by: Trustee Schmidt

Discussion: n/a

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

Motion Passed: Ayes: 7 Nays:

Executive Session

Adjourn to Executive Session:

President Sgro called for motion to enter Executive Session pursuant to Section 2(c)(2) Collective Bargaining of the Open Meetings Act. On motion by Trustee Theilen second by Trustee Hammer and all voting yes by voice vote the Board adjourned to Executive Session at 6:29 p.m.

Arise from Executive Session

There being no further business to discuss in Executive Session it was moved by Trustee Hammer and seconded by Trustee Senor-Moore to arise from executive session at 6:51 p.m.

BUSINESS

Collective Bargaining Agreement with AFSCME

Motion: Approve Collective Bargaining Agreement with AFSCME

Moved by: Trustee Theilen

Seconded by: Trustee Badger

Discussion: n/a

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

Motion Passed: Ayes: 7 Nays:

Property Annexation

Motion: Adopt Ordinances #1440-19 RE: Property Annexation

Moved by: Trustee Schmidt

Seconded by: Trustee Theilen

Discussion: n/a

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

Motion Passed: Ayes: 7 Nays:

ADJOURNMENT

There being no further business to come before the Board it was moved by Hammer and seconded by Senor-Moore that the meeting adjourn at 6:53 p.m.

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

MINUTES

June 12, 2019 at 5:30 p.m.

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

Members Absent: President Sgro and Trustee Hammer

Others Present: 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 Recreation, Buildings & Concessions, Finance/HR, Long Range Planning, Grants & Marketing and Liaison Committees was held on June 12, 2019 was held at 5:30 p.m.

Recreation Committee

Staff Report

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

- Lynn Slighton Zoological Society President was introduced to the Board. She said the Board meets the first Tuesday of every month and they welcome members.
- Saturday will be the Insane Inflatable 5K at Centennial Park. Over 700 participants signed up. Park District has a concession agreement for the event.
- The third season for the British Soccer Camp is underway.
- Botanical Gardens is working on upcoming show
- Nelson Center is busy with Jr. Blues and skate classes
- Carillon: Verdin conducted annual maintenance ahead of Festival
- Pre-School is having a special end of the year concert
- Juneteenth is this Saturday and Sunday in Cox Park and the Park District MIP will be held Friday evening ahead of their events
- Special Rec held a Cinco de Mayo dance
- Henson Robinson Zoo hired two new keepers and 1 seasonal employ bringing their staff to full capacity.
- Summer Youth Internship program for 8 students funded for 7-week program is underway with interview and onboarding to start at the end of June.

AARP Fitness Park Presentation

Ryan Gruenfelder Director of Advocacy & Outreach for AARP Illinois, informed the Board the Springfield has been selected as a location for an AARP outdoor fitness park for people 16 and over in particular Washington or Lincoln Parks. This was determined by foot traffic, nearby neighborhood and good parking. Park District staff would recommend Lincoln Park where the pre-school playground was located just east of the pavilion. AARP has a contract would ask for approval at the June meeting since they have an aggressive timeline with a potential ribbon cutting of September 2019.

Buildings & Concessions Committee

Staff Report

No additional information

Curran Gardner Water District - IGA

Curran Garden did not approve the contract, will be brought for Board approval. Park District petitioned City to annex property. City has provided an annexation agreement. Director Harms feels that many parts of the Annexation Agreement are not in the best interest of the Park District, most notably it required SPD to transfer deed to 8 acres of land to the City at no cost. Executive Director Harms has asked the City to reconsider its proposal. The City has not responded. Curran Gardner offer to provide water service to park district at no fee to the district.

Finance & Personnel Committee

Staff Report

Finance

Stephen Flesch, Director of Finance & Administration, highlighted his Board report.

Personnel

Manny Velasco, Director of Tennis will be retiring. Staff is working Manny establish an agreement with and key individuals to run the tennis program. Staff will organize a reception in Manny's honor

Re-Appropriation of Bond Funds – Bunn Administrative Offices

Stephen Flesch, Director of Finance informed the Board Staff is currently working with an architectural and engineering firm defining the scope of the pending projects planned at the Bunn Administrative Office which are designed to improve ADA accessibility of the building as well as update the windows, soffits, guttering and drainage at the facility. Currently there is a balance in 32-01-6276/Bunn Administration HVAC upgrades of \$20,894. This money was originally set aside to reconfigure two of the HVAC units at the facility such that the specifically covered areas (board room and hallway common areas) would be serviced by one unit instead of two.

Preliminary engineering work in 2018 determined that option was too costly, and therefore the scope was reduced to simply replace the two units by utilizing their existing configuration.

Statement of Claims / Visa Bill

The Statement of Claims & Visa Bill were presented for Board review.

Long Range Planning

Staff Report

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

- Douglas Park Playground is nearing completion. Playground surface material and fence should be completed in the next week or so and a formal ribbon cutting will be held soon
- Lanphier tennis courts work is underway
- Proposals for courts at the Velasco Tennis Center will be presented to the Board for review. The courts have had crack fills done yearly, but repair of the clay courts will be expensive and additional funds will need to be added to the amount budgeted.
- Staff worked with Vollintine to narrow the scope of work to be done to the Wolf enclosure at the zoo. Jason thanked the Zoo Society for their fundraising efforts.
- The Nelson Center parking lot is scheduled to be repaved sometime between September 3rd & 13th. Staff did their best to work around activities.
- Staff is working with architects and engineers to improve ADA accessibility to the Bunn Administrative Office.
- Work on Aids Labyrinth has begun in Lincoln Park
- Strong storms have provided Maintenance with plenty of work from tree damage, flowing and drainage issues.

Aquatics Facility Audit

Executive Harms explained a facility audit agreement was provided to the Board for their review. The audit would be performed on the three aquatic facilities and would include:

1) Facility audit - \$27,000; 2) Operational analysis - \$16,000; 3) Feasibility study – 22,500

Totaling \$65,500. The Feasibility study was added per the Board's request. The agreement will be presented at the June Board meeting for approval.

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:

- Movie in the Park will be this Friday

- Rec department has been participating every Thursday at the Fun Zone providing fund activities for the kids. There will be an event on the 4th of July with a later time.
- Dog Days will be held at Lincoln Park on August 3
- Commercials on tv and radio this season

OSLAD Grant Update

Executive Director Harms noted the Board has agreed that the Iles Park Development project will be the next project for an OSLAD grant. OSLAD grants are very competitive and the District will be working with Tod Stanton of Design Perspectives to help prepare the grant.

Liaison

Staff Report

Director Harms informed the Board the Park District would realize significant savings on 14 CWLP electrical accounts that qualify for an adjusted rate on outdoor sports field lighting. All appropriate paperwork has been filed.

Bike Share Agreement

Director Harms informed the Board there is no new information regarding the Bike Share Agreement involving the City, UIS and the Springfield Park District. The City, which serves as the Master Service Agreement has not yet approved the contract. Park District and UIS are sub-contracts. UIS has accepted the initial agreement. The legal counsel for the Park District is still reviewing the agreement.

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 6:52 p.m.