

**Springfield Park District
BOARD MEETING**

MINUTES

Thursday, May 16, 2019 – 5:30 p.m.

A meeting of the Springfield Park District Board of Trustees was held on Thursday, May 16, 2019 at 5:30 p.m. at the Bergen Golf Course, 2900 Clear Lake Avenue; 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, and President Sgro

Members Absent: Trustee 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 April 18, 2019 Regular Board Meeting were presented

Motion: To approve the April 18, 2019 Regular Board Meeting minutes as presented

Moved by: Trustee Schmidt

Seconded by: Trustee Evans

All approved by voice vote.

Resolution #414-19 & #415-19 Recognizing: Trustee Evans and Trustee Jannazzo

Motion: Approve Resolution #414-19 Recognizing Trustee Don Evans' years of service and Resolution #415-19 Recognizing Trustee Tina Jannazzo's years of Service

Moved by: Trustee Hammer

Seconded by: Trustee Schmidt

Discussion: The Board thanked both Don & Tina for their hard work and dedication to the many projects and efforts over the years. A park bench for each will be placed in recognition of their service; and the Pickleball Courts in Douglas Park will be renamed "The Jannazzo Pickleball Courts".

All approved by voice vote

Swearing in Park Board Trustees:

Lisa Badger and CJ Metcalf were sworn in and took their seats.

Searing in Park Board President Leslie Sgro

Leslie Sgro was sworn in and took her seat. Leslie thanked the Board and public for the opportunity to continue to serve on the Board.

Public Comment

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

- Susan Allen and Mary Frances, tree enthusiasts/advocates and spoke on the many benefits of trees. They commended the park district and Chuck Smith, Park District Arborist and Volunteer Coordinator, for the program in place which continually replaces trees as necessary. They want to promote the generations tree program, which Lynn Saputo, Director of Recreation has updated the brochure and added to the website and social media. President Sgro suggested they contact and work with Parks Foundation.
- Representatives of the AFSCME union: Jason Damhoff, Union President; Joe Jay, ADSCME Representative and Josh Melville, Union member addressed the Board and expressed their concerns regarding delays in contract negotiations. The AFSCME contract expired April 30, 2019.

BUILDINGS & CONCESSIONS

Staff Report

No additional information

IGA Utility Easement with Curran Gardner Township

The IGA is not ready for Board approval at this time. Executive Director Harms will present to the Board when it is ready.

Moved by: Trustee Schmidt

Seconded by: Trustee Hammer

Discussion: n/a

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

Motion Passed: Ayes: 5 Nays: 0

Red Wolf Exhibit at Zoo

Motion: Acknowledge sole bidder and authorize staff to execute contract at a reduced cost with R.L. Vollintine Construction Inc. to install new fence for Red Wolf Exhibit at the Zoo subject to additional negotiation and a narrowed scope of project

Moved by: Trustee Schmidt
Seconded by: Trustee Hammer

Discussion: n/a

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

Motion Passed: Ayes: 5 Nays: 0

FINANCE & PERSONNEL

Staff Report / Finance

Stephen Flesch, Director of Finance noted one RFP to upgrade security throughout the district was received from Youngs Security.

Staff Report / Personnel

No additional Information

Ordinance #1439-19 RE: Surplus Sales

Motion: Approve Ordinance #1439-19: An ordinance declaring as surplus and authorizing the sale of personal property of the Springfield Park District, Sangamon County, Illinois

Moved by: Trustee Metcalf
Seconded by: Trustee Hammer

Discussion: Ad for Sale of Surplus has been delayed. Staff is looking into alternative ways to sell items including a bidding site intergovernmental agreement with the State.

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

Discussion: n/a

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

Motion Passed: Ayes: 5 Nays: 0

RECREATION COMMITTEE

Staff Report

Lynn Saputo, Director of Recreation added the following:

- Reminder: the first Movie in the Park has been moved from the Robin Roberts Stadium to Southwind Park since the UIS will be hosting the NCAA DII Regional Collegiate Baseball Tournament at the Robin Roberts Stadium.

Permit with VFW to host Wiffle Ball Tournament

Motion: Authorize staff to execute permit with VFW to host a wiffle ball tournament in Rotary Park including the sale of alcohol

Moved by: Trustee Metcalf
Seconded by: Trustee Schmidt

Discussion: Fees not waived. Service of alcohol from 11:00 am – 4:00 pm (licenses and insurance required)

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

Motion Passed: Ayes: 5 Nays: 0

LONG RANGE PLANNING

Staff Report

Director of Parks, Jason Graham noted the following:

- Carillon service panel to be fixed and moving forward with repairs to get ready for festival
- Upcoming project includes Overlay project at Nelson Center Parking Lot

GRANTS & MARKETING

Staff Report

No additional information

LIAISON COMMITTEE

Staff Report

No additional information

BUSINESS

Intergovernmental Agreement with City of Springfield

Motion: Approve Intergovernmental Agreement with the City of Springfield including Bituminous Overlay Program and Easement to construct Lost Bridge connector

Moved by: Trustee Badger

Seconded by: Trustee Metcalf

Discussion: n/a

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

Motion Passed: Ayes: 5 Nays: 0

GOTCHA Bike Program

Not ready at this time.

ADJOURNMENT

There being no further business to come before the Board it was moved by Hammer and seconded by Badger that the meeting adjourn at 6:08 p.m.

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

MINUTES

May 8, 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; Stephen Flesch, Director of Finance & Administration; Lynn Saputo, Director of Recreation; and Staff

A Joint Meeting of the Buildings & Concessions, Finance/HR, Recreation, Long Range Planning, Liaison and Grants & Marketing Committees was held on May 8, 2019 was held at 5:30 p.m.

Buildings & Concessions Committee

Staff Report

No additional information

Centennial Park Easement Agreement

Executive Director Harms provided a brief update regarding utilities at Centennial Park. In response to the Park District petition to annex, the City of Springfield has drafted an annexation agreement that would allow the property to be annexed but includes several provisions that are not in the best interest of the Park District. Executive Director Harms discuss these concerns with the City and encouraged them to reconsider the offer. To date, the City has not responded. Meanwhile, Curran Gardner Water District has requested an easement to run a water main across our property to provided water to a new subdivision located North East of Centennial Park. CGWD has agreed to provide five “taps” at their expense to provide water to Centennial Park. Staff will present the final easement to the Park Board for consideration after CGWD takes action.

Red Wolves Exhibit

One bid was received from Vollintine for \$64,960 over the budget amount of \$62,390. The animal requirements require the fence to be underground 18” deep, which is not standard and incurs a higher fee. Staff discussed the option of reducing the scope of work and re-bid or re-work the current bid. Staff will meet and report back to the Board for approval.

Finance & Personnel Committee

Staff Report

Finance

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

Personnel

No additional information.

Surplus Property Sales (Res. # 1438-19)

Stephen Flesch, Director of Finance informed the Board staff is currently preparing a Resolution to sell surplus property which is no longer useful to the District. This is standard practice. Staff will be requesting approval at the May board meeting.

Statement of Claims / Visa Bill

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

Recreation Committee

Staff Report

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

- UIS has made it into the playoffs and will be using the Robert Roberts stadium which means the Movie in the Park will be relocating to Southwind Park. Marketing will promote the location change.
- Wayfinding signage at Nelson Center is installed
- Nelson Center fascia work to be done in coordinating colors
- Pool promos to begin soon
- Carillon Festival invites to the Board, please RSVP
- Summer camps are filling up this includes a Special Camp at Lincoln Pavilion for 16-25 years Monday through Thursday to teach job skills at park sites throughout the District
- Promos for TATzoo day at the Zoo will be July 17th. Family airbrush tattoos for kids from 1:00 – 3:00 pm and Adult tattoos and drinks from 5:00 – 8:00 pm

Alcohol Request – Rotary Park

VFW and Team Red White Blue is requesting Board approval to hold a Wiffleball Charity tournament on August 3rd from 9:00 am – 4:00 pm for 9-10 teams to sell food, alcohol and hold a raffle. This activity would be open to the public and proceeds would go to Veterans. Permittee would provide the proper licenses and permits. They are also asking for consideration of waiving fees. Request will be brought to Board for consideration at the May meeting.

Long Range Planning

Staff Report

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

- Douglas Park Playground
- Botanical Garden Cooling Wall is near completion
- Franklin Room floor replacement
- Bid results for Wolf Exhibit
- Nelson Center is involved in overlay program / preliminary numbers are in
- Walkway #s /Bunn
- Washington Park Pavilion / Roof, gutters, etc.
- Three projects at the Zoo /
- Trail turning
- Condenser / Nelson Center
- Lincoln Greens / draining meeting
- Volunteer projects in April with Chuck at May board meeting
- Mark Adkins just completed training to be a certified playground

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:

- Encourages Board to check analytics. On-line sales for April / \$9,100

Liaison

Staff Report

Jason Graham, Director of Parks, liaison meetings were both cancelled.

Executive Director Harms reported the Parks Foundation is in a transition and have four new members. Recent mailer generated \$2,000 and an updated data base. Continues to generate new membership.

Lynn Saputo, Director of Recreation, noted new Zoo Society board president, Lynn Slighton.

ADJOURNMENT

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

Special Meeting

MINUTES

May 28, 2019 – 12:00 noon

A Special meeting of the Springfield Park District Board of Trustees was held on Tuesday, May 28, 2019 at 12:00 noon at the John F. Linxwiler Administrative Office, 2500 South 11th Street.

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

Roll Call:

Members Present: Trustees Badger, Hammer, Metcalf, Senor-Moore, and President Sgro

Members Absent: Trustee Schmidt

Others Present: Derek Harms, Executive Director; Stephen Flesch, Director of Finance & Administration; and Justin Reicher, Labor Counsel

Trustee Badger joined meeting in progress at 12:02 p.m.

Motion for Remote Attendance of Trustee Senor-Moore

It was moved by Trustee Badger and seconded by Trustee Hammer to allow Trustee Senor-Moore to attend remotely.

Retire to Executive Session

It was moved by Trustee Hammer and seconded by Trustee Badger to retire to executive session per Open Meetings Act 2(c)2. All approved by voice vote.

Arise from Executive Session

It was moved by Trustee Hammer and seconded by Trustee Metcalf to arise from executive session.

- No action was taken

ADJOURNMENT

There being no further business to come before the Board it was moved by Trustee Hammer And seconded by Trustee Metcalf to adjourn the meeting at 12:37.

Special Meeting

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

Roll Call:

Members Present: Trustees Badger, Hammer, Metcalf, Senor-Moore, and President Sgro

Members Absent: Trustee Schmidt

Others Present: Derek Harms, Executive Director; Stephen Flesch, Director of Finance & Administration; and Justin Reicher, Labor Counsel

Trustee Badger joined meeting in progress at 12:02 p.m.

Motion for Remote Attendance of Trustee Senor-Moore

It was moved by Trustee Badger and seconded by Trustee Hammer to allow Trustee Senor-Moore to attend remotely.

Retire to Executive Session

It was moved by Trustee Hammer and seconded by Trustee Badger to retire to executive session per Open Meetings Act 2(c)2. All approved by voice vote.

Arise from Executive Session

It was moved by Trustee Hammer and seconded by Trustee Metcalf to arise from executive session.

- No action was taken

ADJOURNMENT

There being no further business to come before the Board it was moved by Trustee Hammer And seconded by Trustee Metcalf to adjourn the meeting at 12:37.