

Springfield Park District

Committee of the Whole

Wednesday, September 8, 2021 at 5:30 p.m.

MINUTES

Roll Call:

Members Participating in Person: Trustees: Badger, Eck, Metcalf, Schmidt, Theilen, Westcott and President Sgro

Members Participating by Phone: None

Members Unavailable: Trustee Schmidt

Others Participating in Person: Derek Harms, Executive Director; Stephen Flesch, Director of Finance & Administration; Jason Graham, Director of Parks; Lynn Saputo, Director of Recreation, Staff & public

Public Input

N/A

Introduction of New Zoo Director, Doug Hotle

Staff introduced Doug Hotle to the Board. Doug started as the new HR Zoo Director on August 17th and brings over 40 years of experience in the animal field.

Recreation Committee

Proposal to Name Iles Park Ball Diamond

Ron Ramirez asked for the Board's consideration of naming the Iles Park Ball Field in honor of his uncle, Joe Ramirez. Mr. Ramirez, a lifelong resident of Springfield, coached youth sports, played in the men's softball league and operated the Iles Park concession stand for many years and was honored by the Sports Hall of Fame. Mr. Ramirez passed away in December of 2020. Ron feels it would be a fitting tribute to name the ball field in his uncle's memory. The Ramirez family is willing to add funds for a sign. Director Harms added renaming the ball field fits the meets the criteria described in Park Ordinance and would require Board approval. The Board was in support of the renaming and will coordinate the dedication with a ribbon cutting.

Building & Concessions Committee

HRZ Holiday Light Proposal

Director Saputo gave the Board a brief history of the Zoo Lights event and presented a summary with options of owning or leasing the lights forms and the financials for both. (Attached)

STAFF UPDATES

Recreation & Marketing Department

- Funshop is up and going in person again
- Winding down summer events
- Becca Mendoza, Aquatics Manager became a Red Cross certified lifeguard instructor
- Kassie Fisher, full time Aquatics Assistant will also be Red Cross certified lifeguard
- Recruiting efforts for lifeguards; advertising efforts and sign on bonus offered
- Weddings and events are being scheduled and following COVID rules
- Upcoming event: Zoological Society's Bites and wild nights Fundraiser
- Upcoming event: Zoolie Ghoulie / HRZoo
- Upcoming event: Carve for the Carillon and Jack-0-Lantern Spectacular
- Retirement: John Ackleson, 20 plus year employee / Botanical Gardens

Finance & Personnel Department

Director Flesch informed the Board the Audit Subcommittee will meet on October 1st regarding the Audit. The audit will be brought to the Board for review during the October board cycle. The audit has been a smooth process.

Parks & Planning Department

- Iles Park Development (OSLAD): Skate plaza will wrap up soon
- Centennial Park – Dog Park: Added parking and shade structure will be put up soon
- Tennis resurfacing project started 9/7/21 (10-14 days)

Chief Nargelenas / Park Police

- Overview of last month's activities
- Won 1st place in annual "Chiefs Challenge Traffic Safety Competition". Winners are then put into a drawing for the opportunity to win \$30,000 worth of police vehicle equipment, which they won. Request to purchase another police vehicle.

ADJOURNMENT

There being no further business to come before the Board
it was moved that the meeting adjourned at 6:14 p.m.

Henson Robinson Zoo Lights Event – Summary & Request for Purchase:

History of Zoo Lights at HRZ:

Analyzed 2010 – 2016 – Henson Robinson Zoo Light Event was decorated by staff and brought in on average \$5000 per holiday season.

In 2016 – NO EVENT: the event was cancelled due to staff’s inability to maintain and manage the décor and lighting systems themselves, in addition to the increased overtime for staff to set up the display in comparison to the income it brought in was not fiscally responsible to host event.

In 2017 – NEW: the Rec Department sought out a light form vendor; Winterland Inc to form a 3-year agreement to partner to produce the “Winterland Holiday Lights at the Henson Robinson Zoo” for FY2017, FY2018 & FY2019. That partnership had Winterland Inc. providing all the LED pre-lit holiday light forms, delivering them to the Zoo and assisting in the set up. They would return in February after the weather broke and pick all the forms up. In return, Winterland would split the admission gate as well as any sponsorships produced from hosting the Holiday Lights event at HRZ.

Annual Income brought in during Winterland Contract:

FY2018 (2017 Holiday) = \$22,000 in gate, no sponsors and \$1450 in Gift Shop & Concessions

TOTAL: \$23,450 earned – Gate Check to Winterland \$11,000

FY2019: (2018 Holiday) = \$19,216.00 in gate, no sponsors and \$2135 in Gift Shop & Concessions

TOTAL: \$21,351 earned – Gate Check to Winterland \$9608

FY2020: (2019 Holiday) = \$26,000.00 in gate, no sponsors and \$4,013 in Gift Shop & Concessions

TOTAL: \$30,013 earned – Gate Check to Winterland \$13,300

FY2021 – Due to Covid & indoor capacity restrictions, we were unable to host Holiday Lights

2021 – Winterland Inc. is no longer interested in renewing our partnership agreement. SPD & the Zoo is faced with purchasing/leasing the light forms in order to continue with the Zoo Lights Event or cancelling the event all together.

- Attached Quote for 2021 60% Purchase/40% Leased forms - **\$24,805**
This quote reflects the same styles and number of forms that have been previously utilized for the Zoo Lights in 2017-2019
- Estimated Event earnings 2021 – Average from 2017-2019 **\$24,938** **Cost to purchase forms in 2021 would be a wash against average revenue, BUT – if we don’t purchase the forms, event would be cancelled, result the same, no revenue in 2021, BUT no future revenue.**
- After 2021 – we would own 60% of the light forms, we would not require an additional year of leasing forms, instead we propose to budget \$5000 per year, for two years of additional form purchases until the Zoo owns all of the forms necessary to perform the annual event.

Year	Average Revenue	Light Form Expense	Net Between the two
2021	\$24,938	\$24,805	\$133.00
2022	\$24,938	\$5000	\$19,938.00
2023	\$24,938	\$5000	\$19,938.00
2024	\$30,013 (max rev)	\$0.00	\$30,013,00



Winterland

P.O. Box 772 Cicero IN 46034

Springfield Parks Proposal – Henson Robinson Zoo Light Forms

Purchased Units to be owned by HRZ

41	12 Days of Christmas	\$8,500.00
8	3 Ft Snowflakes @\$215.00	\$1,720.00
8	4 Ft Snowflakes @\$255.00	\$2,040.00
1	Waving Frosty with Broom	\$395.00
1	Elf with Gifts	\$395.00
1	Elf with Wheelbarrow	\$395.00
1	Elf with Ribbon	\$395.00
1	Elf with Lollipop	\$395.00

Total Purchase Price: \$14,630.00

(If Leased Amount \$10,175.00)

Addtl. Annual Leased Units

10	Reindeer Flight School	\$2250.00
10	Ornaments	\$2250.00
10	Butterflies and Flowers	\$2350.00
1	Turtle, Porcupine, Woodpecker, 5 Skating Penguins, 3 Polar Bears	\$2225.00
6	Deer Herd	\$600.00
5	Flamingos	\$500

Total Cost Leased Items: \$10,175.00

2021 Zoo Light Form Purchase & Lease Total \$24,805.00

Ph: 765-664-3918 Fax: 765-664-8069

