

**Springfield Park District  
BOARD MEETING**

**MINUTES**

**Thursday, December 18, 2014**

A meeting of the Springfield Park District Board of Trustees was held on Thursday, December 18, 2014 at 5:00 p.m. at the Bunn John F. Linxwiler Administrative Center, Springfield, Illinois.

**Roll Call**

President Sgro called the meeting to order at 5:00 p.m. and requested roll call.

Members Present: Trustees: Flickinger, Hammer, Jannazzo, Noll, Schmidt, Wojcicki Jimenez and President Sgro

Others Present: Derek Harms, Executive Director; Elliott McKinley, Director of Parks; Lynn Saputo, Director of Recreation; Dan Wright, Legal Counsel; Joe Hills, Treasurer, staff and public

**Minutes of Previous Meeting**

Minutes of the November 20, 2014 Regular Board Meeting were presented. It was moved by Jannazzo and seconded by Hammer to approve the November 20, 2014 Board Meeting minutes as presented. All approved by voice vote.

**Special Guests - Robin Austin & Patrick Knox**

President Sgro thanked Carillonneur, Robin Austin for his hard work, dedication and numerous achievements at the Carillon and wished him well in his new endeavors. Robin then thanked the Board and introduced Patrick Knox who will serve as the interim Carillonneur.

**Special Guests - Scott Selinger & daughter Ella**

The Scott Sellinger and his family hold an annual golf outing at Lincoln Greens, named "Carter's Drive" in honor of their child who is no longer with us to raise funds to go toward children's charities. This year the Springfield Park District was presented with a check from Scott and his daughter, Ella in the amount of \$5,000 to go toward activities at the Nelson Center. Mr. Selinger thanked the Board for their participation in the outing and the staff at Lincoln Greens for helping with the event. President Sgro thanked the Selinger family for their generous donation.

**BUILDINGS & CONCESSIONS**

**Staff Report**

Information items only.

**Washington Park Bridge & Spillway Update**

No action at this time, but the Board will need to determine style of bridge before construction can begin on this project. Pictures of the different styles will be posted on line to receive public input.

**LONG RANGE PLANNING**

**Staff Report**

Information items only.

**LIAISON**

**Staff Report**

Informational items only.

**Partnership Program**

Staff continues to work with Trustee Schmidt and will report back to the Board and user groups after the first of the year.

**RECREATION**

**Staff Report**

Informational items only.

**Springfield Southwest Baseball**

Staff is working with Springfield Southwest Baseball to determine the costs and funding associated with the proposal the SSBA presented earlier this month and will get back to the Board. Trustee Jannazzo suggested a policy be put in place to keep procedures consistent.

**GRANTS & MARKETING**

**Staff Report**

Informational items only.

**FINANCE**

**Staff Report**

Informational items only.

### **Statement of Claims**

The Statement of Claims was presented by Chair Jannazzo. Chair Jannazzo moved to approve the Statement of Claims & Visa bills as presented. Motion was seconded by Hammer.

Roll Call: Flickinger – yes; Hammer – yes; Jannazzo – yes; Noll – yes; Schmidt – yes; Wojcicki Jimenez – yes; and Sgro – yes

### **Zamboni Purchase**

It was moved by Jannazzo to Authorize staff to purchase a Zamboni in the amount of \$104,557.60 through the National Joint Powers Alliance utilizing the following funding sources:

Account # 6226 (2012 S & I) ..... \$60,000.00

Account # 6226 (2014 S & I) ..... \$25,000.00

Account # 6227 (2014 S & I) ..... \$13,000.00

Account # 6224 (2012 S & I) ..... \$ 6,557.60

Legal Counsel, Dan Wright, explained the National Joint Powers Alliance is an agency which assists with intergovernmental agreements and join the NJPA is within Director Harms' purchasing authority allowing Derek to move forward. Staff noted the warranty on the Zamboni is 24 months or 3,000 hours, and they will keep old Zamboni as backup and sell the Olympia. Staff will also continue to pursue sponsors for the Zamboni.

The motion was seconded by Hammer.

Roll Call: Flickinger – yes; Hammer – yes; Jannazzo – yes; Noll – yes; Schmidt – yes; Wojcicki Jimenez – yes; and Sgro – yes

### **Ordinance #1336-14 – Abating the Tax Levied for the year 2014**

Trustee Jannazzo moved to Approve Ordinance #1336-14 Abating the tax heretofore levied for the year 2014 to pay debt service on the General Obligation Park Bonds (Alternate Revenue Source), Series 2007 of the Springfield Park District, Sangamon County, Illinois. Wojcicki Jimenez seconded the motion.

Roll Call: Flickinger – yes; Hammer – yes; Jannazzo – yes; Noll – yes; Schmidt – yes; Wojcicki Jimenez – yes; and Sgro – yes

### **Ordinance #1337-14 Tax Levy**

Trustee Jannazzo moved to approve Ordinance #1337-14 Levying and assessing the taxes of the Springfield Park District for the year beginning May 1, 2014 and ending April 30, 2015. Motion was seconded by Hammer.

Roll Call: Flickinger – yes; Hammer – yes; Jannazzo – yes; Noll – yes; Schmidt – yes; Wojcicki Jimenez – yes; and Sgro – yes

## **BUSINESS**

### **Property Annexations**

President Sgro presented Ordinance #1323-14 through 1334-14 & 1322-14 regarding annexation of property. It was moved by Jannazzo and seconded by Flickinger to Approve Ordinance #1321-14 & 1322-14 as presented.

Roll Call: Flickinger – yes, Hammer – yes; Jannazzo – yes; Noll – yes; Schmidt – yes; Wojcicki Jimenez – yes; and Sgro – yes

**Rescind Annexation**

President Sgro presented Ordinance #1335-14 to rescind Annexation Ordinance #1293-13

Roll Call: Flickinger – yes; Hammer – yes; Jannazzo – yes; Noll – yes; Schmidt – yes; Wojcicki Jimenez – yes; and Sgro – yes

**Setting of the Regular Park Board Committee & Board Meeting dates for 2015**

Director Harms presented a list of committee and board meeting dates for 2015. The list reflects all committees to meet the second Thursday of each month and the Board meeting to be held the third Thursday of the month as the Board discussed at the previous committee meeting. Trustee Schmidt moved to accept the list of dates and motion was seconded by Jannazzo. All approved by voice vote.

**ADJOURNMENT**

There being no further business to come before the Board  
It was moved by Noll and seconded by Schmidt to adjourn  
the meeting at 5:48 p.m.

# Springfield Park District Board and Committee Meetings 2015 Schedule



## Board Meetings

<u>Month</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>	<u>Address</u>
January	15	5:30 pm	Bunn Admin Offices	2500 S 11 <sup>th</sup> St
February	19	5:30 pm	Nelson Ctr/Franklin Room	1601 N 5 <sup>th</sup> St
March	19	5:30 pm	Bunn Admin Offices	2500 S 11 <sup>th</sup> St
April	16	5:30 pm	Erin's Pavilion/Main Hall 1	4965 S 2 <sup>nd</sup> St
May	21	5:30 pm	Bunn Admin Offices	2500 S 11 <sup>th</sup> St
June	18	5:30 pm	Bunn Admin Offices	2500 S 11 <sup>th</sup> St
July	16	5:30 pm	Washington Park Pavilion	1400 Williams Blvd
August	20	5:30 pm	Bunn Admin Offices	2500 S 11 <sup>th</sup> St
September	17	5:30 pm	HR Zoo/Education Room	1100 E. Lake Dr
October	15	5:30 pm	Bunn Admin Offices	2500 S 11 <sup>th</sup> St
November	19	5:30 pm	Bunn Admin Offices	2500 S 11 <sup>th</sup> St
December	17	5:30 pm	Bunn Admin Offices	2500 S 11 <sup>th</sup> St

Meetings will be held the 3<sup>rd</sup> Thursday of each month

## Committee Meetings

(Buildings & Concessions, Long Range Planning, Liaison, Recreation, Grants & Marketing, and Finance)

<u>Month</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>	<u>Address</u>
January	8	5:30 pm	Bunn Admin Offices	2500 S 11 <sup>th</sup> St
* February	11	5:30 pm	Bunn Admin Offices	2500 S 11 <sup>th</sup> St
March	12	5:30 pm	Bunn Admin Offices	2500 S 11 <sup>th</sup> St
April	9	5:30 pm	Bunn Admin Offices	2500 S 11 <sup>th</sup> St
May	14	5:30 pm	Bunn Admin Offices	2500 S 11 <sup>th</sup> St
June	11	5:30 pm	Bunn Admin Offices	2500 S 11 <sup>th</sup> St
July	9	5:30 pm	Bunn Admin Offices	2500 S 11 <sup>th</sup> St
August	13	5:30 pm	Bunn Admin Offices	2500 S 11 <sup>th</sup> St
September	10	5:30 pm	Bunn Admin Offices	2500 S 11 <sup>th</sup> St
October	8	5:30 pm	Bunn Admin Offices	2500 S 11 <sup>th</sup> St
November	12	5:30 pm	Bunn Admin Offices	2500 S 11 <sup>th</sup> St
December	10	5:30 pm	Bunn Admin Offices	2500 S 11 <sup>th</sup> St

Committee meetings will be held the 2<sup>nd</sup> Thursday of each month

\* February meeting will be on Wednesday the 11<sup>th</sup> due to Lincoln's Birthday

*All meetings are subject to change*

## **Joint Finance & Personnel Committee**

### **MINUTES**

**December 16, 2014 at 5:30 p.m.**

Members Present: Flickinger, Jannazzo, Noll, and Schmidt and Wojcicki Jimenez

Others Present: President Sgro; Elliott McKinley, Director of Parks; Lynn Saputo,  
Director of Recreation and Bruce Blanshan, General Manger/Nelson Center

A Joint Meeting of the Finance and Personnel Committees was held on Tuesday, November 16, 2014 at 5:30 p.m. at the John F. Linxwiler Administrative Center.

### **Finance and Personnel Committee**

#### **Staff Report**

Informational items only.

#### **Committee and Board meeting dates and locations**

Director Harms provided a list of potential dates and locations for committee and board meetings for 2015. Trustee Hammer has requested the board consider combining the dates for committees and meet once a month on the second Thursday. There was also discussion to form working groups of two trustees to report to the long range planning committees as needed.

#### **Possible Purchase of Zamboni for Nelson Center**

The Nelson Center is in need of a new Zamboni. There is \$85,000 in the 2012 and 2014 budget, which is about \$22,000 short of the total expenditure. Staff will request the Board to authorize transfer of funds from completed projects with funds remaining to cover the remaining balance. Staff is looking in to joining National Joint Powers Alliance (NJPA), which helps government agencies assure they get the best price and expedite the procurement process. Staff will consult legal to verify a reputable company and if any formal action is required from the board.

#### **Statement of Claims / Visa Bills**

Trustees' questions regarding Statement of Claims and Visa bills were answered.

#### **2007 Alternate Revenue Bond Abatement**

Director Harms informed the Board an Ordinance regarding 2007 Alternate Revenue Bond Abatement would be presented to the Board at the December meeting for potential action.

#### **Annual Tax Levy**

Director Harms explained to the Board former auditor, Bob Brouse, helped staff prepare this year's tax levy. Mr. Brouse is familiar with the Park District and has experience preparing municipal levies. The levy reflects a 4.75% increase in all ptell funds. Additionally, we will be levying separately for IMRF and Social Security.

Executive Session

It was moved by Jannazzo and seconded by Noll to retire to executive session per Open Meetings Act 2(c)2 at 6:30 p.m. All approved by voice vote.

**ADJOURNMENT**

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

**JOINT EXERCISE OF POWERS  
AGREEMENT**



**This Agreement is Between the National Joint Powers Alliance® (NJPA) and**

Springfield Park District  
(participating governmental agency)

**Agreement.** The participants in this Joint Exercise of Powers Agreement, hereinafter referred to as the Agreement, agree to jointly or cooperatively exercise certain powers common to them for the procurement of various goods and services by the participants. The term "governmental agency" as defined and used in this Agreement, includes any city, county, town, school district, education agency, post-secondary institution, governmental agency or other political subdivision of any agency of any state of the United States or any other country that allows for the Joint Exercise of Powers, and includes any instrumentality of a governmental agency. For the purpose of this section, an instrumentality of a governmental agency means an instrumentality having independent policy making and appropriating authority.

**Purpose.** The purpose of this Agreement is to allow for the cooperative efforts to provide for contract and vendor relationships to purchase supplies, materials, equipment or services (hereinafter referred to as goods and services,) as a result of the current and active competitive bidding process exercised by a legal qualifying bidding agency on behalf of governmental and other qualifying agencies. Qualified customers may forgo the competitive bidding process as a result of this action and process provided on the agencies behalf. Reference the Uniform Municipal Contracting Law MN Statute 471.345 subd 15. This provision is made possible as a result of the purchasing contract development through a national governmental agency association's purchasing alliance.

*Whereas, parties to this Agreement are defined as governmental agencies in their respective states;*

*and Whereas, this Agreement is intended to be made pursuant to the various Joint Exercise of Powers Acts of the states or nations of the respective participating governmental agencies which authorizes two or more governmental agencies to exercise jointly or cooperatively powers which they possess in common;*

*and Whereas, the undersigned Participating Governmental Agency asserts it is authorized by Intergovernmental Cooperation Statutes to enter into an agreement with NJPA to cooperate in procurement of goods and services; and Whereas, NJPA asserts it is a Minnesota Service Cooperative created and governed under Minnesota Statute §123A.21 authorized by Minnesota Statute §471.59 to "jointly or cooperatively exercise any power common to the contracting parties";*

*and Whereas, the undersigned Participating Governmental Agency and NJPA desire to enter into a "Joint Exercise of Powers Agreement" for the purpose of accessing available purchasing contracts for goods and services from each other which can be most advantageously done on a cooperative basis;*

**Now Therefore,** it is mutually agreed as follows:

1. The Parties to this agreement shall provide in a cooperative manner access to each other's purchasing efforts to procure supplies, equipment, materials and services hereinafter referred to as "goods and services",
2. The Parties to this Agreement will adhere to any and all applicable laws pertaining to the purchasing of goods and services as they pertain to the laws of their state or nation,
3. Either Party to this Agreement may terminate their participation in this Agreement upon thirty (30) days written notice,
4. Neither Party to this Agreement claims any proprietary interest of any nature whatsoever in any of the other participants in this Agreement
5. Each party agrees that it will be responsible for its own acts and the result thereof to the extent authorized by law and shall not be responsible for the acts of the other party and the results thereof. NJPA's liability shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes, Section §3.736, and other applicable law;

5/29/2012



**JOINT EXERCISE OF POWERS  
AGREEMENT**



- 6. Both Parties to this Agreement agree to abide by all of the general rules and regulations and policies of the participating agencies that they are receiving goods and services from;
- 7. Both Parties to this Agreement agree to strict accountability of all public funds disbursed in connection with this joint exercise of powers;
- 8. Both Parties to this Agreement agree to provide for the disposition of any property or surplus moneys (as defined by the participant) acquired as a result of this joint exercise of powers in proportion to the contributions of the governing bodies and;
- 9. Both Parties to this Agreement acknowledge their individual responsibility to gain ratification of this agreement through their governing body.

This Agreement allows for the NJPA to provide procurement contracts on behalf of all qualified participating agencies pursuant to the Uniform Municipal Contracting law, MN Statute §471.345 Subd 15.

**ORGANIZATION INFORMATION (\*\* Required Fields)**

Applicant Name: \*\* Springfield Park District  
Address: \*\* 2500 South Eleventh Street  
City, State, Zip \*\* Springfield IL 62703  
Federal ID Number: 37-6005846  
Contact Person: \*\* Derek Harms  
Title: \*\* Executive Director  
E-mail: \*\* dharms@springfieldparks.org  
Phone: 217 544 1751  
Website: www.springfieldparks.org

Reference:  
Minnesota Joint Exercise of Powers  
M.S. 471.59

Participating Agency  
Joint Exercise of Powers Authority  
granted under State Statute

# \_\_\_\_\_

**THE UNDERSIGNED PARTIES HAVE AGREED THIS DAY TO THE ABOVE CONDITIONS.**

Member Name: \_\_\_\_\_  
By [Signature]  
AUTHORIZED SIGNATURE  
Its Executive Director  
TITLE  
12/19/14  
DATE

National Joint Powers Alliance®  
\_\_\_\_\_  
AUTHORIZED SIGNATURE  
\_\_\_\_\_  
TITLE  
\_\_\_\_\_  
DATE

**Completed applications may be returned to:**

National Joint Powers Alliance ®  
202 12<sup>TH</sup> Street NE  
Staples, MN 56479

**Duff Erholtz**  
Phone: 218-894-5490  
Fax: 218-894-3045  
E-mail: duff.erholtz@njpacoop.org

5/29/2012

**Joint Buildings & Concessions, Long Range Planning,  
Liaison, Recreation and Grants & Marketing Committees**

**MINUTES**

**December 11, 2014 at 5:30 p.m.**

Members Present: Flickinger, Hammer, Noll and Schmidt  
Others Present: President Sgro; Executive Director, Derek Harms; Director of Parks,  
Elliott McKinley; Director Recreation, Lynn Saputo, Joe Hills, Treasurer;  
And Jeff Antonacci, Knight Engineers

A Joint Meeting of the Buildings & Concessions, Long Range Planning; Liaison, Recreation and Grants & Marketing was held on Thursday, December 11, 2014 at 5:30 p.m. at the John F. Linxwiler Administrative Center.

**Buildings & Concessions Committee**

**Staff Report**

Informational Items only.

**Washington Park Bridge & Spillway**

Director of Parks, Elliott McKinley introduced Jeff Antonacci, Knight Engineering, to give the Board an update on the Washington Park Bridge and spillway project. Antonacci informed the Board the funding reimbursement has increased from 80% to 85% for construction. Construction on the Washington Park bridges cannot begin until after the Fayette project is open to traffic. Anticipated construction to begin around August 1, 2015. A discussion regarding conceptual designs (finishes, sidewalk or curb; and post spacing) was discussed. Mr. Antonacci will provide the Board with locations and/or pictures of other projects the Board can see before making their final decision.

**Long Range Planning Committee**

**Staff Report**

Trustee Flickinger would like the Board to continue to follow through with the information provided by Don O'Neil. The Board asked that the Mission Statement and 5 Strategic Initiatives be sent to them for review to take back to committee in January.

**Liaison Committee**

**Staff Report**

Informational items only.

### Partnership Program

Director Harms explained that many organizations and societies have a long standing relationship with the park district but nothing in writing to outline the guidelines. Director Harms would like to work with Trustee Schmidt to put together guidelines and report back to the Board.

## **Recreation Committee**

### Staff Report

Lynn Saputo, Director of Recreation is working with Bruce Blanshan, General Manager/Nelson Center regarding replacement of the Zamboni. Lynn continues to work for possible sponsorships and additional funding and notes the marketing rights have been removed from the Jr. Blues contract.

### Springfield Southwest Baseball Proposal

Director Harms explained the Springfield Southwest Baseball program has provided the park district with a proposal to implement improvements at diamonds at Rotary Park along with, Centennial, Lindbergh, Stuart and Schlitt Parks. A list of improvements for each ball diamond with financial and maintenance responsibilities for the park district and the Springfield Southwest Baseball Association (SSBA) is also included. If improvements are approved, they would also like to restrict access on two of the three fields at Rotary Park. Staff will continue to work with SSBA to identify indirect costs and potentially bring this back to the board in January for Board consideration.

## **Grants & Marketing Committee**

### Staff Report

Informational Items only.

## **ADJOURNMENT**

There being no further business to come before the Committees the meeting adjourned at 6:43 p.m.

Park District

After much discussion and deliberation, the Springfield Southwest Baseball Association (SSBA) would like to further our partnership with the Springfield Park District (SPD) as outlined below. To date, the relationship has mutually been beneficial not only for SSBA and SPD but also for the hundreds of kids (approximately 2,100 in 2014) that are served via the partnership.

Realizing that both organizations offer different strengths, the below is an outline of improvements that SSBA would like to undertake at SPD facilities for the upcoming 2015 season. In some cases, SSBA is asking SPD for some assistance (in regards to labor or approval, etc.). We are looking forward to continuing this relationship into the future and seeing the fruits of the combined partnership

Below is a grid of improvements that we are proposing for some of the SPD facilities. For all facilities, we have outlined the improvements and the responsible parties (and their roles).

Diamond	Action	SSBA responsibility	SPD responsibility
<b>Rotary 1</b>	Sprinkler system	Pay for all materials	Install (if desire)
	Tile field		Ensure all tiling is done
	Install sod – NOTE – will not be done until August/September 2015	Full responsibility	None
	Dragging of diamond – note – with sprinkler heads on diamond, heavy equipment will not be able to be used	Full responsibility	n/a
	Adding fencing around dugouts to be able to “secure” field	n/a	Labor and fencing
	Add high quality soil	Cost of soil / materials	Grading / leveling / smoothing dirt
	Add bat and helmet racks (see image below)	Paying for cost of materials	Labor and installation
	Build platforms behind home plate for announcers	Paying for cost of materials	Labor and installation
<b>Rotary 2</b>	Sprinkler system	Pay for all materials	Install (if desire)
	Tile field		Ensure all tiling is done
	Install sod – NOTE – will not be done until August/September 2015	Full responsibility	None
	Dragging of diamond – note – with sprinkler heads on diamond, heavy equipment will not be able to be used	Full responsibility	n/a
	Adding fencing around dugouts to be able to “secure” field	n/a	Labor and fencing
	Add high quality soil	Cost of soil / materials	Grading / leveling / smoothing dirt
	Add bat and helmet racks (see image	Paying for cost of	Labor and

	below)	materials	installation
	Build platforms behind home plate for announcers	Paying for cost of materials	Labor and installation
<b>Rotary 3</b>	Sprinkler system	Pay for all materials	Install (if desire)
	Tile field		Ensure all tiling is done
	Install sod – NOTE – will not be done until August/September 2015	Full responsibility	None
	Dragging of diamond – note – with sprinkler heads on diamond, heavy equipment will not be able to be used	Full responsibility	n/a
	Adding fencing around dugouts to be able to “secure” field	n/a	Labor and fencing
	Add high quality soil	Cost of soil / materials	Grading / leveling / smoothing dirt
	Add bat and helmet racks (see image below)	Paying for cost of materials	Labor and installation
	Build platforms behind home plate for announcers	Paying for cost of materials	Labor and installation
<b>Cent North</b>	Add high quality soil	Cost of soil / materials	Grading / leveling / smoothing dirt
	Add bat and helmet racks (see image below)	Paying for cost of materials	Labor and installation
<b>Cent South</b>	Add high quality soil	Cost of soil / materials	Grading / leveling / smoothing dirt
	Add bat and helmet racks (see image below)	Paying for cost of materials	Labor and installation
<b>Lindbergh E</b>	Add high quality soil	Cost of soil / materials	Grading / leveling / smoothing dirt
	Add bat and helmet racks (see image below)	Paying for cost of materials	Labor and installation
<b>Lindbergh W</b>	Add high quality soil	Cost of soil / materials	Grading / leveling / smoothing dirt
	Add bat and helmet racks (see image below)	Paying for cost of materials	Labor and installation
<b>Stuart N</b>	Add high quality soil	Cost of soil / materials	Grading / leveling / smoothing dirt
	Add bat and helmet racks (see image below)	Paying for cost of materials	Labor and installation
<b>Stuart S</b>	Add high quality soil	Cost of soil / materials	Grading / leveling / smoothing dirt
	Add bat and helmet racks (see image below)	Paying for cost of	Labor and

	below)	materials	installation
<b>Schlitt minors</b>	Add high quality soil	Cost of soil / materials	Grading / leveling / smoothing dirt
	Add bat and helmet racks (see image below)	Paying for cost of materials	Labor and installation
	Resod / reseed as needed (Aug/Sep)	Full responsibility	None
<b>Schlitt seniors</b>	Add high quality soil	Cost of soil / materials	Grading / leveling / smoothing dirt
	Add bat and helmet racks (see image below)	Paying for cost of materials	Labor and installation
	Resod / reseed as needed (Aug/Sep)	Full responsibility	None

Image of bat / helmet rack

- treated lumber
- attached to fence or dugout

