

**Springfield Park District
BOARD MEETING**

MINUTES

Thursday, November 20, 2014

A meeting of the Springfield Park District Board of Trustees was held on Thursday, November, 2014 at 5:30 p.m. at the Henson Robinson Zoo, 700 East Lake Drive, Springfield, Illinois.

Roll Call

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

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

Others Present: Derek Harms, Executive Director; Elliott McKinley, Director of Parks; Mark Bartolozzi, Director of Finance / HR; Dan Wright, Legal Counsel; Justin Reichert, Labor Council and staff

Minutes of Previous Meeting

Minutes of the October 16, 2014 Regular Board Meeting were presented. It was moved by Jannazzo and seconded by Noll to approve the October 16, 2014 Board Meeting minutes as presented. All approved by voice vote.

Minutes of the October 27, 2014 Special Board Meeting were presented. It was moved by Wojcicki Jimenez and seconded by Jannazzo to approve the October 27, 2014 Special minutes as presented. All approved by voice vote.

BUILDINGS & CONCESSIONS

Ordinance #1320-14: Declaration of Surplus Property

Staff would like to sell 12 mowers, 1 truckster and 1 pickup truck in extremely poor condition and no longer of use to the district for salvage. Trustee Noll moved to adopt Ordinance #1320-14 regarding declaration listed as surplus property. The motion was seconded by Schmidt.

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

RECREATION

Staff Report

Director Harms noted that an anonymous donor has arranged with the park district to light the Gazebo and Trolley Turnaround for the holiday season (December 1st -31st). The donor will cover the cost of the lights, electricity, and maintenance to put up, maintain and take down the lights. The Board appreciates such a generous donation and will respect the donor's wishes to remain anonymous.

Lynn Saputo, Director of Recreation, informed the Board that Robin Austin has recommended Patrick Knox to serve as the interim Carillonneur until the District is able to fill his position. Staff has begun the search for the new Carillonneur. Robin's last day will be December 19th.

Golf Rate Adjustment

Director Harms informed the Board that the Golf Professionals have requested to postpone increases for the 2015 season due to the decline in play. A yearly increase of golf fees was approved by the Board in 2012. Trustee Hammer moved to postpone golf increases approved by the Board in 2012 for a period of 12 months. The motion was seconded by Jannazzo.

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

LIAISON

Staff Report

Informational items only.

LONG RANGE PLANNING

Staff Report

Information items only.

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

BUSINESS

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

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

Adopt Credentials Certificate for IAPD Board Meeting

President Sgro presented the credentials certificate for the IAPD Board meeting. It was moved by Wojcicki Jimenez to adopt the credentials certificate for the IAPD Board meeting. The motion was seconded by Hammer

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

President Sgro announced Mark Bartolozzi, Director of Finance, will be leaving the Park District for employment with the State. His last day will be November 28th. She thanked Mark for his many years of hard work and dedication to the organization and wished him well.

EXECUTIVE SESSION

It was moved by Wojcicki Jimenez and seconded by Jannazzo to retire to executive session per Open Meetings Act 2(c)2 and 2(c)6 at 5:46p.m. All approved by voice vote.

ADJOURMENT

There being no further business to come before the Board
It was moved by Noll and seconded by Schmidt to adjourn
the meeting at 7:15 p.m.

**Joint Finance & Personnel and Grants & Marketing
Committees**

MINUTES

November 17, 2014 at 5:30 p.m.

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

Others Present: President Sgro, Director of Parks, Elliott McKinley; Director of Finance/HR, Mark Bartolozzi; Lynn Saputo, Director of Recreation and Jack Pfeiffer

A Joint Meeting of the Finance and Personnel and Grants & Marketing was held on Monday, November 17, 2014 at 5:30 p.m. at the John F. Linxwiler Administrative Center.

Finance and Personnel Committee

Staff Report

Director of Finance/HR, Mark Bartolozzi, highlighted a few items from the Finance Report.

(1) Phone analysis for land lines indicate the current provider, AT&T is the best value for the current services. Trustee Jannazzo mentioned looking into a possible intergovernmental agreement with 186 for broadband services. (2) Switching janitorial services at Bunn Office could produce a \$400/year savings. (3) Staff is in the process of implementing new credit cards from Hickory Point, which offer points (1%) for money back. (4) Annual Operating budget is going to go out beginning of December.

Statement of Claims / Visa Bills

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

Southwind Park – Additional Electronic Surveillance

Jack Pfeiffer informed the board that A1 Lock would like to donate additional surveillance equipment to be installed at Southwind Park to help deter vandalism. The system, installation and first year of maintenance has a dollar value of \$14,371. The four additional cameras would work with the current system and provide 24 hour surveillance by cell phone by the park district with 30 days of recording. Pfeiffer was able to secure a 30' pole necessary for the equipment from the City but park district maintenance would be necessary for installation of the pole and electricity at a cost of approximately \$1,600. Trustees questioned if recordings from the surveillance equipment would be admissible for prosecution. The Board determined that no action is needed at this time and there is a line item set up for this project.

Pfeiffer also wanted to give recognition to volunteer's work at Southwind Park. (1) Tom Speer/Lincoln Land for the wooden structures (pergola) / \$50,000. (2) Garden areas by Sangamon State.

Grants & Marketing Committee

Staff Report

A brief discussion was held regarding enhancements to the website for more user-friendly searches and easier use of calendar.

ADJOURNMENT

There being no further business to come before the Committees the meeting adjourned at 6:27 p.m.

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

MINUTES

November 13, 2014 at 5:30 p.m.

Members Present: Flickinger, Hammer, Jannazzo, Noll and Schmidt
Others Present: President Sgro, Director of Parks, Elliott; McKinley; Director of
Finance/HR, Mark Bartolozzi & Staff

A Joint Meeting of the Buildings & Concessions, Long Range Planning; Liaison, and Recreation was held on Thursday, November 13, 2014 at 5:30 p.m. at the John F. Linxwiler Administrative Center.

Buildings & Concessions Committee

Staff Report

Informational Items only.

Surplus Property

Director of Parks, Elliott McKinley presented Ordinance #1320-14 declaring as surplus and authorizing the sale of personal property of 12 mowers, 1 Cushman Truckster and 1 Dodge pickup truck. All items are in poor condition and will be sold as salvage.

Intergovernmental Agreement – City Properties

Director McKinley provided title work for Park District transfers on certain properties. There are 3 parcels on Lost Bridge Trail, 40 parcels in Comer Cox Park, and 2 parcels in Riverside Park. The City's Assessor's office has provided the park district with the fair market value on the properties.

Long Range Planning Committee

Staff Report

Informational items only.

Strategic Plan

An Executive Summary was prepared by Don O'Neil and distributed for Board review regarding the three strategic planning meetings held in October. The summary recapped the three sessions and gave comments and suggestions how to proceed.

Recreation Committee

Staff Report

Informational Items only.

Golf Rate Adjustments

Lynn Saputo, Director of Recreation, explained to the Board that staff would like to keep the golf rates at the 2014 rate for 2015. In 2012, the Board set a three year plan for rate increases. Paul Loutzenhiser, Head Golf Professional, explained with declining rounds of golf in 2014 and competitors pricing structure it is the consensus of the golf professionals to not increase the fees in 2015 and use the rate structure from the 2014 for all season passes, greens, fees and beer and cart sales. The golf professionals have discussed ways to increase revenue. They would like to have the authority to set smaller shotgun outings during the week during non-peak times, propose a tented area at Bunn to host more outings and to run their own flash sales or daily specials to drive volume to non-peak days to increase daily rounds (subject to approval by Director of Recreation and Executive Director prior to running a daily special).

ADJOURNMENT

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