

**Springfield Park District  
BOARD MEETING**

**MINUTES**

**Thursday, January 21, 2016 – 5:30 p.m.**

A meeting of the Springfield Park District Board of Trustees was held on Thursday, December 17, 2015 at 5:30 p.m. at the John F. Linxwiler Administrative Office, 2500 South 11<sup>th</sup> Street, Springfield, Illinois.

**Roll Call**

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

Members Present: President Sgro and Trustees: Evans, Hammer, Jannazzo, Metcalf and Schmidt

Members Absent: None

Others Present: Derek Harms, Executive Director; Elliott McKinley, Director of Parks; Stephen Flesch, Director of Finance & Administration; Lynn Saputo, Director of Recreation; Dan Wright, Legal Counsel; Staff and media

**Minutes of the December 10, 2015 Special Board Meeting / BINA were presented.**

Motion: To approve the December 10, 2015 Special / BINA Meeting minutes as presented.

Moved by: Trustee Evans  
Seconded by: Trustee Metcalf

All approved by voice vote.

**Minutes of the December 10, 2015 Special Board Meeting / Truth in Taxation were presented.**

Motion: To approve the December 10, 2015 Special / Truth in Taxation Meeting minutes as presented.

Moved by: Trustee Schmidt  
Seconded by: Trustee Evans

All approved by voice vote.

**Minutes of the December 17, 2015 Regular Board Meeting were presented.**

Motion: To approve the December 17, 2015 Regular Meeting minutes as presented.

Moved by: Trustee Evans  
Seconded by: Trustee Metcalf

All approved by voice vote.

**Public Comment**

President Sgro asked if anyone wanted to address the Board. No one addressed the Board.

**BUILDINGS & CONCESSIONS**

**Staff Report**

Informational items only.

**Iles Park Proposal Communication Tower**

Director Harms informed the Board that a tentative date has been set for a public hearing to be held regarding Crown Castle's request to place a communication tower in Iles Park. The proposed tower would replace the current tower located just east of the park which will be removed to accommodate the high speed rail corridor improvements. Director Harms is working with the president of the Iles Park Neighborhood Association to inform the residents of the area as well as issue a public notice of hearing to be held.

**Farm Lease for Barker Park Property**

Executive Director Harms presented a Cash Farm Lease for Barker Park Property between the Springfield Park District and James R. Heissing. The terms remain the same as last year at \$3,700 for 15.7 tillable acres. Legal Counsel has reviewed and approved the lease.

Motion: To authorize Board President to Execute Cash Farm Lease for Barker Park Property

Moved by: Trustee Hammer  
Seconded by: Trustee Schmidt

Discussion: Staff comparison with the Illinois Farmlands & Surveys confirms the rate is consistent with current rates. Staff recommends execution of the contract.

Roll Call: Evans: Aye      Hammer: Aye      Jannazzo: Aye      Metcalf: Aye  
             Schmidt: Aye      Sgro: Aye

Motion Passed: 6 Ayes    0 Nays

**Corrective Grant of Easement with Prairie Power, Inc. in Gurgens Park**

Trustee Hammer presented a corrective grant of easement with Prairie Power, Inc. in Gurgens Park. Legal Counsel has reviewed and approved for signature.

Motion: Authorize Board President to Execute Corrective Grant of Easement with Prairie Power, Inc. in Gurgens Park

Moved by: Trustee Hammer  
Seconded by: Trustee Jannazzo

Discussion: N/A

Roll Call: Evans: Aye Hammer: Aye Jannazzo: Aye Metcalf: Aye  
Schmidt: Aye Sgro: Aye

Motion Passed: 6 Ayes 0 Nays

**FINANCE & PERSONNEL**

**Staff Report**

Informational Only.

**Fund Balance Policy**

Motion: To Approve Fund Balance Policy

Moved by: Trustee Jannazzo  
Seconded by: Trustee Evans

Discussion: N/A

Roll Call: Evans: Aye Hammer: Aye Jannazzo: Aye Metcalf: Aye  
Schmidt: Aye Sgro: Aye

Motion Passed: 6 Ayes 0 Nays

**Ordinance No. 1355-16 RE: 2016 Bond Ordinance**

An Ordinance RE: G.O. Limited Tax Park Bonds, Series 2016A in the amount of \$3,465,000. Dan Forbes, Speer Financial was in attendance to answer questions the Board may have.

Motion: To Adopt Ordinance No. 1335-16 2016 Bond Ordinances

Moved by: Trustee Jannazzo

Seconded by: Trustee Schmidt

Discussion: N/A

Roll Call: Evans: Aye Hammer: Aye Jannazzo: Aye Metcalf: Aye  
Schmidt: Aye Sgro: Aye

Motion Passed: 6 Ayes 0 Nays

**Ordinance No. 1356-16 RE: 2016 Bond Ordinance**

An Ordinance RE: G.O. Refunding Park Bonds (Alternate Revenue Source), Series 2016B in the amount of \$2,560,000

Motion: To Adopt Ordinance No. 1356-16 RE: 2016 Bond Ordinances

Moved by: Trustee Jannazzo

Seconded by: Trustee Evans

Discussion: N/A

Roll Call: Evans: Aye Hammer: Aye Jannazzo: Aye Metcalf: Aye  
Schmidt: Aye Sgro: Aye

Motion Passed: 6 Ayes 0 Nays

\*Dan Forbes, Speer Financial, was in attendance to answer questions regarding the sale of bonds.

**Statement of Claims**

Motion: To approve the Statement of Claims & Visa Bills as presented by President Sgro

Moved by: Trustee Jannazzo

Seconded by: Trustee Hammer

Discussion: N/A

Roll Call: Evans: Aye Hammer: Aye Jannazzo: Aye Metcalf: Aye  
Schmidt: Aye Sgro: Aye

Motion Passed: 6 Ayes 0 Nays

## RECREATION

### Staff Report

Informational items only.

### Springfield Pickleball Club Presentation

Informational item only

## LIAISON

### Staff Report

Informational Only.

### Resolution #396-16 RE: Emergency Response Support Signage on Multi-Use Trails Plan

Motion: To Approve Resolution #396-16 RE: Emergency Response Support Signage on Multi-Use Trails Plan

Moved by: Trustee Schmidt

Seconded by: Trustee Hammer

Discussion: N/A

Roll Call: Evans: Aye Hammer: Aye Jannazzo: Aye Metcalf: Aye  
Schmidt: Aye Sgro: Aye

Motion Passed: 6 Ayes 0 Nays

## LONG RANGE PLANNING

### Staff Report

Executive Director Harms informed the Board that the first of the Community Input meetings conducted by Tod Stanton, Design Perspectives, was held January 20<sup>th</sup> at Erin's Pavilion. Public input from these meetings will be used for the comprehensive Parks & Recreation Master Plan.

## GRANTS & MARKETING

### Staff Report

Informational items only

## COMMITTEE OF THE WHOLE

### Annual Report

Motion: To Approve Annual Review

Moved by: Trustee Hammer

Seconded by: Trustee Metcalf

Discussion: N/A

Roll Call: Evans: Aye      Hammer: Aye      Jannazzo: Aye      Metcalf: Aye  
                 Schmidt: Aye      Sgro: Aye

Motion Passed: 6 Ayes    0 Nays

### Board Member Vacancy

The Board asked Director Harms to prepare an announcement for media regarding the vacant seat due to Trustee Noll's resignation. The deadline for applicants to submit a letter of interest will be February 3<sup>rd</sup>. The Board will then review applications and move forward with a selection.

**BUSINESS**

**Semi-Annual Review & Possible Release of Executive Session Minutes**

Executive Session minutes have been reviewed by Legal Counsel, Dan Wright and Labor Counsel, Justin Reichert.

Motion: To Release Executive Session Minutes from meetings held on January 1, 2015; February 10, 2015; May 8, 2015; June 17, 2015 and July 9, 2015. Executive Session Minutes from December 10, 2015 meeting will remain confidential At this time.

Moved by: Trustee Metcalf  
Seconded by: Trustee Schmidt

Discussion: N/A

Roll Call: Evans: Aye Hammer: Aye Jannazzo: Aye Metcalf: Aye  
Schmidt: Aye Sgro: Aye

Motion Passed: 6 Ayes 0 Nays

**ADJOURNMENT**

There being no further business to come before the Board  
It was moved by Trustee Metcalf and seconded by Trustee Evans  
to adjourn the meeting at 6:00 p.m.

**Joint Buildings & Concessions, Finance & Personnel,  
Committee of the Whole, Recreation, Liaison,  
Grants & Marketing, and Long Range Planning Committees**

**MINUTES**

**January 13, 2016 at 5:30 p.m.**

Members Present: Trustees Evans, Hammer, Jannazzo, Metcalf & Schmidt

Members Absent: None

Others Present: President Sgro, Derek Harms, Executive Director; Elliott McKinley, Director of Parks; Lynn Saputo, Director of Recreation; Stephen Flesch, Director of Finance & Administration; Staff, Public and Media

A Joint Meeting of the Buildings & Concessions, Finance & Personnel, Committee of the Whole, Recreation, Liaison, Grants & Marketing, Long Range Planning Committees was held on Wednesday, January 13, 2016 at 5:30 p.m.

**Public Comment:**

No one addressed the Board

**Buildings & Concessions Committee**

**Staff Report**

Informational Only.

**Iles Park - Proposed Communication Tower**

Representatives from Crown Castle were present to answer questions regarding their recent request to lease property in Iles Park to install a communication tower. The proposed tower would replace the current tower located just east of the park will be removed to accommodate the high speed rail corridor improvements. No previous complaints or health concerns have been associated with the previous tower near Iles. Park. Crown Castle is proposing an annual payment of \$14,000 for five years and would review the lease amount after five years. Crown Castle is flexible and open to further discussion with the Board to the placement and agreed to return for a public hearing to answer the public's questions.



Renew Cash Farm Lease for Barker Park Property

It is Staff's recommendation to enter into a contract with James Heissinger, to farm 15.7 tillables acres of Barker Park's undeveloped property for a fee of \$3,700 annually. The terms and fee are the same as last year's contract and have been reviewed by Legal Counsel. Dan Wright.

Corrective Grant of Easement with Prairie Power, Inc. in Gurgens Park

Prairie Power, Inc. has requested an offer to purchase a Corrective Grant of Easement in the amount of \$2,805 to install additional lines on the existing power poles between Carpenter and Gurgens Parks. The original easement was granted in 1968.

**Finance & Personnel Committee**

Staff Report

Finance

Informational Only.

Personnel

Informational Only.

Fund Balance Policy

Informational Only.

2016 Bond Ordinance & Project List

Director Flesch asked the Board to review and provide guidance how they would like to move forward with the project list. The project list is not required in order to approve the Bond Ordinance.

Reallocation of 2012 S & I Funds

Director Flesch explained the 2007 Alternate Revenue Bond (Alt B.) would retain the character and follow the rules of the original Bond Issue. The payment schedule lengthens the time and the lower interest fits into the master debt cycle. The Park District will receive the Moody's rating on January 15, 2016. Bond Advisor, Dan Forbes will be at the Board meeting to answer any questions the Board may have.

Statement of Claims / Visa Bills

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

## Committee of the Whole

### Annual Report

The Annual Report was presented to the Board for their review. Director Harms added the report is a good tool for both staff and Board to use when addressing the public and it will also be added to the website. Staff is asking for Board approval of this report at this month's board meeting.

### Board Member Vacancy

President Sgro announced Trustee/Vice President, Gray Noll has resigned from the Board. Gray's new position as the State's Attorney for Morgan County does not allow him to remain on the Board. Director Harms will prepare a notice asking for applicants to submit a letter of interest and resume. The Board will then determine the selection process.

## Recreation Committee

### Staff Report

Lynn Saputo, Director of Recreation, gave a brief update:

- New Brochures being distributed
- New Eagle Scout project under consideration
- 2016 Rates for consideration next month
- Zoo website moved to Springfield Park District site for easier access
- Monitor Productions will be implementing tv s in the golf pro shops and other facilities. Advertising is currently being sought. Park District has full rights & refusal of vendors selection.
- Upcoming events: Cabin Fever at Erin's Pavilion
- Carlo VanUft, Carillonist, is working on a new possible competition for 2017 which would also promote the present Carillon Festival.

### Springfield Pickleball Club Presentation

Jack Handy, Springfield Pickleball Club, addressed the Board regarding the growing popularity of pickleball. The main goals of their club is to promote the growth of the sport and to raise money to give to the Park District to put back into the program. The Club has already given the park district \$11,000 for lights at the courts in Iles Park. Since the heir club has grown in membership from 61 members to 181 members and continues to grow. They are requesting the Board consider converting the existing tennis courts in Douglas to pickleball courts similar to those at Iles Park.

## **Liaison Committee**

### **Staff Report**

Informational Only.

### **Emergency Response Support Signage on Multi-Use Trails Plan**

Director McKinley explained the SATS Multi-Use Trails Jurisdictions Committee has put together a plan for "Emergency Response Support Signage on Multi-Use Trails". They are asking the Board to review and vote to adopt the plan at the January Board meeting. The Plan allows for uniformity signage for response by emergency personnel. It is also color coded for user friendly use. The Committee is asking that all jurisdictions adopt the policy to insure areas are uniform and consistent and will be included in Sangamon County 911. The SATS Committee will be seeking funding to help cover implementing the new signage.

*President Sgro left the meeting in progress at 7:12 p.m.*

## **Grants & Marketing Committee**

### **Staff Report - Grants**

Trustee Evans noted that the Power Play Grant deadline is the end of February.

### **Staff Report – Marketing**

Informational Only.

## **Long Range Planning Committee**

### **Staff Report**

Director McKinley gave a brief update on the Penguin Exhibit. Five firms submitted RFQs. The committee (Elliott McKinley, Jackie Peeler, Lynn Saputo, Robin Schmidt and Leslie Sgro) will review the submissions and determine who will be interviewed. Recommendations will then be brought to the full Board.

Director Harms gave brief updates on the following:

- SRD transfer of properties with the Wabash Trail still pending
- Master plan meetings are currently underway. Tod Stanton, Design Perspectives will give the Board an update in February.

## **Adjournment**

There being no further business to come before the Board  
The meeting was adjourned at 7:35 p.m.