

**Springfield Park District
BOARD MEETING**

MINUTES

Thursday, June 16, 2016 – 5:30 p.m.

A meeting of the Springfield Park District Board of Trustees was held on Thursday, June 16, 2016 at 5:30 p.m. at the John F. Linxwiler Administrative Offices, 2500 South 11th Street, Springfield, Illinois. (Following Special Meeting held at 5:30 p.m.)

Roll Call

Trustee Jannazzo called the meeting to order at 5:33 p.m. and requested roll call.

Members Present: Trustees: Evans, Hammer, Metcalf, Senor-Moore, Schmidt and Jannazzo

Members Absent: President Sgro

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

Minutes of the May 11, 2016 Special Board Meeting were presented.

Motion: To approve the May 11, 2016 Special Meeting minutes as presented.

Moved by: Trustee Metcalf
Seconded by: Trustee Schmidt

All approved by voice vote.

Minutes of the May 19, 2016 Regular Board Meeting were presented.

Motion: To approve the May 19, 2016 Regular Meeting minutes as presented.

Moved by: Trustee Evans
Seconded by: Trustee Schmidt

All approved by voice vote.

Public Comment

Trustee Jannazzo asked if anyone wanted to address the Board. No one addressed the Board.

FINANCE & PERSONNEL

Staff Report

Stephen Flesch, Director of Finance & Administration informed the Board the WIFI enhancement has been completed at Southwind Park and should go live Monday with access to the Gazebo.

Ordinance #1359-16 RE: Sale of Surplus Property

Motion: Approval of Ordinance #1359-16 RE: Sale of Surplus Property

Moved by: Trustee Jannazzo

Seconded by: Trustee Metcalf

Discussion: N/A

Roll Call: Evans: Aye Hammer: Aye Jannazzo: Aye Metcalf: Aye
Schmidt: Aye Senor-Moore: Aye Sgro: ---

Motion Passed: 6 Ayes 0 Nays

Purchase of Multi-Pro Sprayer

Motion: Authorize Staff to Purchase Multi-Sprayer for Golf Maintenance from Toro under National Pricing Plan in the Amount of \$74,729.37 as budgeted from 2016 S & I Funds 32-01-6294

Moved by: Trustee Jannazzo

Seconded by: Trustee Evans

Discussion: N/A

Roll Call: Evans: Aye Hammer: Aye Jannazzo: Aye Metcalf: Aye
Schmidt: Aye Senor-Moore: Aye Sgro: ---

Motion Passed: 6 Ayes 0 Nays

Resolution #400-16 RE: Adopting an Investment Policy

Motion: Adopt an Investment Policy

Moved by: Trustee Jannazzo

Seconded by: Trustee Evans

Discussion: Director of Finance, Stephen Flesch, explained that this Investment Policy couples with State Statute and is required to be in place before investing funds. The audit committee has reviewed the policy and their suggestions were incorporated.

Roll Call: Evans: Aye Hammer: Aye Jannazzo: Aye Metcalf: Aye
Schmidt: Aye Senor-Moore: Aye Sgro: ---

Motion Passed: 6 Ayes 0 Nays

Ordinance #1360-16 RE: FY 2017 Budget

Motion: Adopt an Ordinance #1360-16 RE: FY 2017 Budget

Moved by: Trustee Jannazzo

Seconded by: Trustee Hammer

Discussion: Trustee Hammer thanked staff for their hard work.

Roll Call: Evans: Aye Hammer: Aye Jannazzo: Aye Metcalf: Aye
Schmidt: Aye Senor-Moore: Aye Sgro: ---

Motion Passed: 6 Ayes 0 Nays

Managed Network Services Agreement with CDS

Motion: Authorize Staff to Execute Managed Network Services Agreement with CDS in the amount of \$36,800

Moved by: Trustee Jannazzo

Seconded by: Trustee Senor Moore

Discussion: N/A

Roll Call: Evans: Aye Hammer: Aye Jannazzo: Aye Metcalf: Aye
Schmidt: Nay Senor-Moore: Aye Sgro: ---

Motion Passed: 5 Ayes 1 Nays

Statement of Claims

Motion: To approve the Statement of Claims & Visa Bills as presented by Trustee Jannazzo

Moved by: Trustee Jannazzo

Seconded by: Trustee Evans

Discussion: N/A

Roll Call: Evans: Aye Hammer: Aye Jannazzo: Aye Metcalf: Aye
Schmidt: Aye Senor-Moore: Aye Sgro: ---

Motion Passed: 6 Ayes 0 Nays

LONG RANGE PLANNING

Staff Report

Elliott McKinley, Director of Parks, informed the Board that the Septic tank at Riverside is complete and ahead of schedule.

BUILDINGS & CONCESSIONS

Staff Report

Informational items only.

Flooring for Eisenhower Pool Locker Room

Motion: Authorize Staff to Accept Bid and Execute Contract with Patterson Commercial Flooring for Eisenhower Pool Locker Room in the amount of \$18,800 with funding from 2014 Site & Improvement 31-01-6240

Moved by: Trustee Evans
Seconded by: Trustee Schmidt

Discussion: N/A

Roll Call: Evans: Aye Hammer: Aye Jannazzo: Aye Metcalf: Aye
Schmidt: Aye Senor-Moore: Aye Sgro: ---

Motion Passed: 6 Ayes 0 Nays

RECREATION

Staff Report

Lynn Saputo, Director of Recreation, informed the Board the Otter Exhibit has begun

GRANTS & MARKETING

Staff Report

Informational items only

LIAISON

Staff Report

Elliott McKinley, Director of Parks, informed the Board an Expression Swing will be installed in Washington Park on an existing swing set in the next week.

BUSINESS

None at this time.

ADJOURNMENT

There being no further business to come before the Board, it was moved by Trustee Hammer and seconded by Trustee Evans that the meeting adjourned at 5:51 p.m.

Special Meeting

MINUTES

June 16, 2016 - 5:30 p.m.

A Special meeting of the Springfield Park District Board of Trustees was held on Thursday, June 16, 2016 at 5:30 p.m. at the John F. Linxwiler Administrative Office, 2500 South 11th Street, Springfield, Illinois. (Held prior to Regular Meeting)

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

Roll Call:

Members Present: Trustees Evans, Hammer, Jannazzo, Metcalf, Senor-Moore and Schmidt

Members Absent: President Sgro

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

Open Public Hearing

Trustee Jannazzo opened the Public Hearing regarding the FY 2017 Budget & Appropriation Ordinance # 1360-16, which had been on file for 30 days for public inspection. No changes had been made and no one addressed the Board.

Public Comment

Trustee Jannazzo asked if anyone from the public would like to comment on the budget. No one addressed the Board.

Closed Public Hearing

Trustee Jannazzo closed the public hearing.

All approved by voice vote.

ADJOURNMENT

There being no further business to come before the Board
the meeting adjourned at 5:33 p.m.

All approved by voice vote.

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

MINUTES

June 9, 2016, 2016 at 5:30 p.m.

Members Present: Trustees Evans, Hammer, Jannazzo, Metcalf & Senor-Moore

Members Absent: Trustee Schmidt

Others Present: President Sgro, Derek Harms, Executive Director; Elliott McKinley, Director of Parks; Stephen Flesch, Director of Finance & Administration; Lynn Saputo, Director of Recreation; Staff; and Jeff Antonacci, Knight Engineers & Architects

A Joint Meeting of the Finance & Personnel, Long Range Planning, Buildings & Concessions, Recreation, Grants & Marketing and Liaison Committees was held on Wednesday, June 9, 2016 was held at 5:30 p.m.

Finance & Personnel Committee

Staff Report

Finance

Informational Only.

Personnel

Informational Only.

Employees were recognized for years of service including Karen Shields for 35 years. Karen will be retiring at the end of the month.

Sale of Surplus Property Ordinance 1359-16

Staff will be presenting an Ordinance at the June Board meeting asking for Board approval to sell cages from the Zoo. The cages were used for transfer and holding of the animals. Zoo Director Jackie Peeler plans to contact other zoos regarding the sale of the cages upon Board approval

Purchase of Multi-Pro Sprayer for Golf Maintenance

Staff plans to ask for Board approval at the June meeting to purchase a multi-pro sprayer for Golf Maintenance since it exceeds the fiscal authority purchase amount. The current sprayer is in poor condition.

Investment Policy Resolution #400-16

Director of Finance, Stephen Flesch, presented the Board with an investment policy written after consulting with other Park Districts and following state statutes. The audit committee reviewed and offered a couple of minor recommendations. Slight revisions will be made and presented to the Board at this month's meeting.

Fiscal Year 2017 Budget

Staff managers were in attendance for the meeting. The budget has been on file for inspection for 25 days. A special meeting will be held just prior to the June Board meeting for Board approval. The Board was asked if there were any questions or concerns. Trustee Jannazzo noted her concern of the use of the Special Recreation Funds.

Statement of Claims / Visa Bills

Trustees' questions regarding Statement of Claims were answered.
Visa Bills have not yet been received

Long Range Planning Committee

Staff Report

Elliott McKinley, Director of Parks shared an updated 2016 Capital Project Gantt chart & schedule.

Jeff Antonacci, Knight Engineers & Architects gave the Board an update on the Washington Park Bridges Project. The project is very close to beginning with the awarded project last week and preconstruction meeting next Wednesday, June 15th which Antonacci, McKinley, Flesch and Otto Baum will all be in attendance and can address any federal funding concerns at that time.

Staff plans to release a PSA regarding the project. Work should be substantially complete by Labor Day.

Buildings & Concessions Committee

Staff Report

Director Harms informed the Board of an ongoing encroachment item at the northern section of Lincoln Greens Golf Course, Blue Ridge Club, since the property was received from the City. The President of the Blue Ridge Club recognizes the encroachment issue and would like to continue to operate on the property by leasing the property from the Park District. The property doesn't impede on the golf course. The Board directed Executive Director Harms to negotiate a lease and present to Board for consideration. Trustee Jannazzo noted that alcohol and camping are allowed on the property so a potential lease agreement should include liability insurance and over night hours.

Eisenhower Pool Floor

Elliott McKinley, Director of Parks, informed the Board that four companies inquired, but only one company, Patterson Commercial Flooring, submitted a bid for the Eisenhower Pool locker room floor project in the amount of 18,800.00. Funding has been allocated in the 2014 S & I Account.

Recreation Committee

Staff Report

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

- Approached by SPARC to use the Carillon to rappel off the Carillon for a fundraising event. The Carillon Society was vehemently against using the Carillon, a historic site, for such activity. Staff will not recommend.

Zoo Otter Exhibit has begun, construction portion funded the Zoological Society

Environmental Biology Intern, Ally Green, will work with Vern LaGessee and Chuck Smith on a map of Carpenter Park Trails.

Ribbon Cutting Opportunity: Bike path extension near Piper Glen to Interurban Trail

Dek Hockey: Pre-construction Phase – July 11th - Phone conference to coordinate

Lincoln Park District Director John Andrews – Partnership for Special Needs with Springfield Park District

Sliders Agreement

Negotiations continue with Sliders for contractual use of Robin Roberts Stadium. Director Harms will continue to negotiate terms with Sliders and present to Board in the near future.

Grants & Marketing Committee

Staff Report - Grants

Informational Only.

Staff Report – Marketing

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

- Channel 20 has been giving the Park District event good coverage
- Fireworks: June 10th / Carillon Festival & June 12th / Muni Band at Southwind Park
Fall brochure beginning

6:27 p.m. President Sgro left meeting in progress

Liaison Committee

Staff Report

Elliott McKinley, Director of Parks informed the Board they are researching retrofit of an Expressions Swing to be installed in Washington Park. The swing, which was introduced by Trustee Schmidt, would use two bay sections of a swing set structure.

Adjournment

There being no further business to come before the Board
The meeting was adjourned at 6:32 p.m.

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