

**Springfield Park District  
BOARD MEETING**

**MINUTES**

**Thursday, August 17, 2017 – 5:30 p.m.**

A meeting of the Springfield Park District Board of Trustees was held on Thursday, August 17, 2017 at 5:30 p.m. at the Washington Park Pavilion, 1501 South Grand Avenue, Springfield, Illinois.

**Roll Call**

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

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

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; Rob Cross, Legal Counsel, Staff, Media & Public

**Minutes of the July 20, 2017 Regular Board Meeting were presented.**

Motion: To approve the July 20, 2017 Regular Board & Special Board 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.

**FINANCE & PERSONNEL**

**Staff Report**

Informational Items Only.

**Personnel Report**

Out of state travel by Staff: 3/AZA Conference: September 10-14 and 1/SRA: September 9-12

**Resolution #404-17**

Motion: Adopt Resolution #404-17 Recognizing Mark Polistina's years of volunteer Service

Moved by: Trustee Jannazzo  
Seconded by: Trustee Hammer

Discussion: Trustee Jannazzo presented Mark Polistina with a Resolution thanking him for his service.

All approved by voice vote.

**Ordinance #1409-17 RE: Fiscal Authority**

Motion: Adopt Ordinance #1409-17 RE: Fiscal Authority

Moved by: Trustee Jannazzo  
Seconded by: Trustee Hammer

Discussion: Changes include: (1) Raising limits for specialists and foreman; and (2) to manage bidding process

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

Motion Passed: Ayes: 7    Nays: 0

**Re-Appropriation of Funds / Lincoln & Washington Park Pavilions**

Motion: Motion to authorize a re-appropriation of residual monies from 30-01-6217 (2012 S & I Funds) and 32-01-6206 (2016 S & I Funds) previously appropriated for flooring at Lincoln and Washington Pavilions and plaster repairs at Lincoln Pavilion in the amount of \$18,911.59 for new projects at the same facilities

Moved by: Trustee Jannazzo  
Seconded by: Trustee Hammer

Discussion: N/A

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

Motion Passed: Ayes: 7    Nays: 0

**Statement of Claims**

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

Moved by: Trustee Jannazzo  
Seconded by: Trustee Senor-Moore

Discussion: N/A

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

Motion Passed: Ayes: 7 Nays: 0

**BUILDINGS & CONCESSIONS**

**Staff Report**

Informational items only.

**IGA with City of Springfield**

Motion: Authorize Board President to Execute Intergovernmental Agreement with City of Springfield RE: Stanford Street Improvements (Bunn Park and Ash Street Underpass for High Speed Rail Improvements (Iles Park) pending legal review

Moved by: Trustee Evans  
Seconded by: Trustee Metcalf

Discussion: President Sgro asked that legal counsel work with City to add additional indemnification language to protect the District during a flood event.

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

Motion Passed: Ayes: 7 Nays: 0

**Alcohol Request**

Motion: Authorize Staff to issue a permit to serve alcohol in Lincoln Park on September 16, 2017 for annual Oak Ridge Cemetery Moonlight Run

Moved by: Trustee Evans  
Seconded by: Trustee Metcalf

Discussion: N/A

All approved by voice vote.

## LIAISON COMMITTEE

### Staff Report

Informational Items Only.

## LONG RANGE PLANNING

### Staff Report

Informational Item Only.

## RECREATION

### Staff Report

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

- Fall program guide ready
- Rink full time supervisor, Clarissa Brown at Nelson Center is a welcome addition to the Nelson Center
- First year at the state fair exhibit is going well. May consider only weekends next year as staffing was an issue.

### Private Funding Construction Agreement with Springfield Zoological Society

Motion: Authorize Staff to execute private funding construction agreement with Springfield Zoological Society to purchase and install education signage at the Zoo

Moved by: Trustee Metcalf

Seconded by: Trustee Hammer

Discussion: No expense to Park District and no Union opposition.

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

Motion Passed: Ayes: 7    Nays: 0

## GRANTS & MARKETING

### Staff Report

Informational Items Only.

## **BUSINESS**

### **Property Annexations**

Motion: Adopt Ordinance #1410-17 thru #1413-17 RE: Property Annexation

Moved by: Trustee Jannazzo

Seconded by: Trustee Hammer

Discussion: N/A

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

Motion Passed: Ayes: 7    Nays: 0

## **ADJOURNMENT**

There being no further business to come before the Board, it was moved by Trustee Schmidt and seconded by Trustee Hammer that the meeting adjourned at 6:00 p.m.

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

**MINUTES**

**August 9, 2017 at 5:30 p.m.**

Members Present: Trustees Evans, Hammer, Metcalf and Schmidt

Members Absent: Trustees Jannazzo & Senor-Moore

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

A Joint Meeting of the Buildings & Concessions, Liaison, Long Range Planning, Recreation; Finance & Personnel; Grants & Marketing and Committee of the Whole was held on August 9, 2017 was held at 5:30 p.m.

**Buildings & Concessions Committee**

**Staff Report**

Informational only

**Intergovernmental Agreement with City of Springfield**

Staff presented an Intergovernmental Agreement with the City of Springfield regarding Stanford Street Improvements (Bunn Park) and Ash Street Underpass for High Speed Rail Improvements (Iles Park). KT Engineering represented the Park District to oversee the hydrology study conducted by Hanson Engineering and found the work to have minimal effects on the pond. A four bay catch basin will be added to catch sediment before going into the pond. President Sgro would like staff to work with legal counsel and add language regarding protection and proper compensation should the work cause a negative effect on park district property in the future. The IGA also includes land transfer of property on Oak Street near Iles Park as well as a section of property on Fox Bridge Road near Bunn ball diamonds.

**Liaison**

**Staff Report**

Informational only

## **Long Range Planning**

### **Staff Report**

Elliott McKinley, Director of Parks & Planning, gave a brief update on the following:

- Paving Projects continue
- Diving well project is going well
- Year-end report is forthcoming

Director Harms added:

- Master plan will soon be on the website. Due to the size of the document we are experiencing loading issues.
- Franklin Neighborhood Association will have block party September 9<sup>th</sup> and will include a ribbon cutting. Board is invited to attend.

## **Recreation Committee**

### **Staff Report**

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

- Preparing for plant shows
- State Fair exhibit covered by park areas
- Movie in the Park “Sing” and Singing Contest at the Zoo

### **Zoo Education Signage**

The Zoological Society has approved funding in the amount of \$27,725 to replace and install educational signage from Xtreme Graphix at the Zoo. Xtreme Graphix can provide painted metal signage which can easily expand with the growth of the zoo. The Society requests Park Board approval for a private funding construction agreement at the August board meeting

## **Finance & Personnel Committee**

### **Staff Report**

#### **Finance**

Director Harms, informed the Board staff had prepared a Resolution thanking Mr. Polistina for his service as a volunteer committee member on the Audit Committee. Staff would like to present this resolution at the August Board Meeting.

#### **Personnel**

Director Harms had no further information to add to Committee Report.

### **Changes to Fiscal Authority Ordinance**

Staff presented Ordinance #1409-17 regarding fiscal authority with an increase in the spending limitation for Maintenance Specialists, Shop Supervisors, Full-time Managers and Park Superintendents to facilitate routine purchases without delay. If approved, this Ordinance would supersede Ordinance #1314-14, #1342-15 & #1374-16.

### **Re-appropriation of Funds**

Staff is requesting to re-appropriate funds from lines 30-01-6217 (2012 S&I Funds) and 32-01-6306 (2016 S&I Funds) previously appropriated for flooring at Lincoln and Washington Pavilions and plaster repairs at Lincoln Pavilion. There are balances of \$3,725.78 and \$15,185.81 remaining in the line items, respectively; and the original projects have been completed. Total available funds of \$18,911.59 to be reallocated for projects specific to the pavilions.

### **Statement of Claims / Visa Bill**

Director Harms presented the Statement of Claims for Board review.

## **Grants & Marketing**

### **Staff Report – Grants**

Informational only.

### **Staff Report – Marketing**

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

- Zoo is doing a great job promoting on Facebook
- Fall brochure will be ready 3 weeks early to have available at the State Fair
- Working on logo for all applications (ie: website, vehicles, etc.)
- Working with LRS on website

## **Committee of the Whole**

### **General Use Ordinance**

President Sgro asked that Director Harms prepare a narrative for the Board to review and discuss in September.

## **ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 6:30 p.m.