

**Springfield Park District  
BOARD MEETING**

**MINUTES**

**Thursday, March 16, 2017 – 5:30 p.m.**

A meeting of the Springfield Park District Board of Trustees was held on Thursday, March 16, 2017 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: Trustees: Evans, Hammer, Jannazzo, Metcalf, Senor-Moore and Sgro

Member Present by remote participation: Trustee Schmidt

Members Absent: None

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, Media & Public

**Authorize Remote Attendance**

Motion: To authorize remote attendance of Trustee Schmidt

Moved by: Trustee Jannazzo

Moved by: Trustee Hammer

All approved by voice vote

*5:36 p.m. Trustee Schmidt joined the meeting by remote audio participation.*

**Minutes of the February 18, 2017 Regular Board Meeting were presented.**

Motion: To approve the February 18, 2017 Regular Board Meeting minutes as presented

Moved by: Trustee Jannazzo

Seconded by: Trustee Senor-Moore

All approved by voice vote.

**Public Comment**

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

**Frank Copi, Caddy Badge**

Mr. Copi, shared his fond memories of growing up in the Bunn Park Neighborhood and working as a caddy at the Bunn Golf Course. He then presented Derek Harms, Executive Director, with his caddy badge, inscribed with four of the gentlemen’s names he often caddied. President Sgro thanked Mr. Copi for his thoughtful donation on behalf of the Park District and invited him to share his memories in writing to the park district.

**BUILDINGS & CONCESSIONS**

**Staff Report**

Informational items only.

**Paving for Lincoln Green’s Cart Path Improvements**

Motion: Accept bid from Ron Furman’s Paving for Lincoln Green’s Cart Path Improvements in the amount of \$62,420 and execute contract pending legal review

Moved by: Trustee Evans

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

**Lakeshore Lease with City of Springfield**

Trustee Evans made a motion to authorize staff to continue to negotiation with Blue Ridge Club with an agreeable date for them to remove the campers from the property in question. Trustee Evans expressed opposition to leasing the property at Lincoln Greens Golf Course. He cited concerns with the park district giving away public land and would like to continue negotiations with the Blue Ridge Club. He added there are 42 other properties located near Lincoln Greens Golf Course and he had concerns if others would request a similar lease with the Park District.

Trustee Evans rescinded his motion.

The Board asked that this item remain in committee for further evaluation and recommendations.

## RECREATION

### Staff Report

Lynn Saputo, Director of Recreation, informed the Board the interview process continues for the Zoo Director position.

*6:00 p.m. Trustee Schmidt left the meeting while in progress.*

### Rate Adjustments

Motion: Approval of Rate Adjustments

Moved by: Trustee Metcalf

Seconded by: Trustee Evans

Discussion: Staff noted:

- Free zoo admission dates were moved to non-special event Saturdays.
- Senior Hockey rate increase covers 12 weeks of play, ice time and referees.
- Foundation was comfortable about the reduced rental rate for Iron Springs
- Franklin Room rental rate will remain the same for SRA
- Southwind shelter fees reflected for size and services offered

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

Motion Passed: Ayes: 6    Nays: 0

## LONG RANGE PLANNING

### Staff Report

Informational items only.

## FINANCE & PERSONNEL

### Staff Report

Informational Items Only.

**Agreement for Professional Auditing Services**

Motion: Authorize staff to negotiate an agreement with Sikich LLP for professional Auditing Services

Moved by: Trustee Jannazzo

Seconded by: Trustee Metcalf

Discussion: N/A

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

Motion Passed: Ayes: 6 Nays: 0

**Statement of Claims**

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

Moved by: Trustee Jannazzo

Seconded by: Trustee Evans

Discussion: N/A

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

Motion Passed: Ayes: 6 Nays: 0

**LIAISON COMMITTEE**

**Staff Report**

Informational items only.

**GRANTS & MARKETING**

**Staff Report**

Informational items only.

## **BUSINESS**

### **Property Annexation**

Motion: To Approve Ordinance #1382-17 through #1394-17 RE: Property Annexation

Moved by: Trustee Jannazzo

Seconded by: Trustee Evans

Discussion: N/A

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

Motion Passed: Ayes: 6    Nays: 0

## **ADJOURNMENT**

There being no further business to come before the Board, it was moved by Trustee Hammer and seconded by Trustee Senor-Moore that the meeting adjourned at 6:11 p.m.

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

**MINUTES**

**March 8, 2017 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 & Public

A Joint Meeting of the Long Range Planning, Building & Concessions; Recreation; Finance & Personnel; Liaison and Grants & Marketing was held on March 8, 2016 was held at 5:30 p.m.

**Long Range Planning**

**Staff Report**

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

- Washington Park Bridges Project: If weather continues to be favorable pouring of the concrete road should happen next week and possibly open to traffic mid-to late March
- Penguin Building: Staff has rearranged the housing floor plan, repositioned the site and given to the architects. Architects should submit renderings and costs, which staff will share with the Board next month.

Derek Harms, Executive Director, informed the Board the masterplan revisions were delivered in both electronic format and hard copy. If anyone did not receive a copy they were asked to notify Bunn office.

**Buildings & Concessions Committee**

**Staff Report**

Director Harms informed the Board Crown Castle is no longer interested in using Iles Park property for the communication towers. They have secured another site.

**Total Energy Concepts – Proposal for Nelson Center**

JJ Moffatt, Total Energy Concepts, presented the Board options for custom energy optimization, power quality and lighting upgrades to include Voltage Conditioning, power factor conditioning and lighting upgrades. Different financing options are also an option: a municipal lease with no

money down and 36, 48, or 60 month terms or outright purchase with 50% down and the balance due at installation. The Board would like staff to have legal review to be compliant with internal bid limits.

### **Lincoln Greens Cart Path Bid Results**

Three bids were received for the 2<sup>nd</sup> Phase of Lincoln Greens Cart Path Improvements for repaving carts paths at holes 15 & 16. Staff recommends accepting the low bid submitted by Ron Furman's Paving in the amount of \$62,420, which is under the \$75,000 budgeted. Staff would like to work with the low bidder to include enhancement work around Hole #8 via change orders not to exceed budgeted amount. Phase 1 of Cart path improvements were made to Holes 1, 2, 17 & 18 in 2016.

### **Lincoln Greens Lease Agreement**

Trustee Evans voiced concern regarding the proposed lease agreement, which was tabled in February, could set a bad precedent. He suggested meeting with the Blue Ridge Club without City involvement to determine an acceptable solution in keeping a more consistent encroachment policy.

## **Long Range Planning Continued**

### **David Lieber, Aquatics Proposal (6:25)**

Mr. Lieber shared with the Board his desire to raise money to construct a 50 meter pool with a diving well similar to a facility in Greensboro, which holds swim competitions for surrounding areas. Similar facilities cost anywhere from \$6.2 – 19 million with very expensive operational expenses. Lieber would propose raising \$10 million to build the facility either on property owned by Calvary or park district property (Southwind Park as discussed previously by the YMCA) and asked the park district to maintain the property at the district's expense. Calvary also has plans to building a gym on the same property. Lieber indicated a facility that could house competitions could generate substantial revenue from surrounding areas.

*6:30 p.m. Trustees Hammer & Senor Moore left meeting in progress.*

## **Recreation Committee**

### **Staff Report**

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

- The Movie in the Park and Music in the Park line up and sponsors are set. HyVee will provide concessions
- First round of phone interviews for Zoo Director will take place week of March 20<sup>th</sup>
- Potential vendor for the Stand and possibly at Southwind to serve Italian Ice
- Carlo Van Ulft is partnering with local groups for the Carillon Festival

- Ice Jamz event at Nelson Center
- Golf at Bergen Opened March 1<sup>st</sup> under Lance Flury and Linda Sherwood.
- Zoo has departed from ZAA and started the process with ZAA accreditation process. Zoo will open to the public next week.
- Lincoln Pre-School will close after this spring season and combine with Washington Pre-School.

### **Rate Adjustments**

Proposed Rate were presented to the Board for their review. Some rates had not been increased since 2010.

- Format changes at the zoo would include free during the week instead of on large event days. President Sgro wanted to broaden the free days to include weekends when more people attend.
- Holiday lights would be moved from the Zoo to Nelson Center, Botanical Gardens or Southwind Park. Possible light sponsors could offset expenses.
- Staff
- Iron Springs fee decreased. Parks Foundation portion of fee omitted.
- Special Event rate increased.

## **Finance & Personnel Committee**

### **Staff Report**

#### **Finance**

Stephen Flesch, Director of Finance & Administration, gave a brief recap of his report. Budget will be brought to the Board in May and will be sent out electronically for review mid-April.

#### **Personnel**

Stephen Flesch, Director of Finance & Administration, informed the Board

#### **Audit Firm**

Stephen Flesch, Director of Finance and Administration, informed the Board three bids were received in response to our RFP for audit services. The firms of Sikich; Eck, Schafer & Punke; and Kerber, Eck & Braeckel all submitted bids for 3 year terms plus the opportunity to extend each. The Audit Committee suggested a new auditor be selected for a fresh set of eyes. Committee chair would like to move forward and negotiate with the firm of Sikich on terms.

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

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



## Liaison

### Staff Report

Informational Items Only.

## Grants & Marketing

### Staff Report – Grants

Informational only.

### Staff Report – Marketing

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

- New Park District App has been well received and repairs are going well
- Marketing with Neuhoff Media in rolls with their Athlete Spotlight program

## ADJOURNMENT

There being no further business to come  
before the Board, the meeting adjourned at 7:05 p.m.

## **MINUTES**

### **Committee of the Whole March 22, 2017 – 5:00 p.m.**

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

Member Present by Remote Participation: Trustee Schmidt

Members Absent: Trustee Hammer

Others Present: Derek Harms, Executive Director; Elliott McKinley, Director of Parks; Stephen Flesch, Director of Finance & Administration; and Tod Stanton, Design Perspectives

A Committee of the Whole Meeting was held on Wednesday, March 23, 2017 at 5:00 p.m.

#### **Comprehensive Master Plan**

Stanton noted he spoke to Trustee Hammer prior to this meeting since he was unable to attend tonight's meeting and he is generally pleased with the plan. Tod presented a draft master plan to the Board for review and consideration. A general discussion took place regarding various sections in the plan. The Board recommended several changes.

Stanton will make revisions and distribute to the Board for further review. No action was taken.

#### **Adjournment**

There being no further business to come before the Board  
the meeting was adjourned at 6:50 p.m.