

**Springfield Park District
BOARD MEETING**

MINUTES

Thursday, October 19, 2017 – 5:30 p.m.

A meeting of the Springfield Park District Board of Trustees was held on Thursday, October 19, 2017 at 5:30 p.m. at the Bunn Administrative Office, 2500 South 11th Street, 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, Schmidt, Senor-Moore and President Sgro

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

Minutes of the September 21, 2017 Regular Board Meeting were presented.

Motion: To approve the September 21, 2017 Regular Board & Special Board Meeting minutes as presented

Moved by: Trustee Hammer

Seconded by: Trustee Schmidt

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.

Agreements RE: Washington Park Bridge & Spillway Replacement

Motion: Authorize Board President to execute Supplemental Agreement No. 2 with Knight Engineering and Subsequent Joint Agreement with IDOT Local Road District 6 for Additional Engineering Services RE: Washington Park Bridge & Spillway Replacement

Moved by: Trustee Evans
Seconded by: Trustee Schmidt

Discussion: Trustee Evans asked if the approximate 7% difference in amount was due to change orders and administrative duties. Elliott McKinley, Director of Parks, will review and advise.

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

Motion Passed: Ayes: 7 Nays: 0

RECREATION

Staff Report

Informational Items Only.

Little Free Library Proposal – Girl Scouts

Motion: Authorize Staff to approve Little Free Library Proposal

Moved by: Trustee Metcalf
Seconded by: Trustee Schmidt

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

Winterland, Inc. to Produce Winterland Holiday Lights at HRZ

Motion: Authorize Staff to Implement Agreement with Winterland, Inc. to produce Winterland Holiday Zoo Lights at Henson Robinson Zoo

Moved by: Trustee Metcalf
Seconded by: Trustee Hammer

Discussion: Lynn Saputo, Director of Recreation, explained an estimated savings of \$14,000 working with Winterland, Inc. In order to have no upfront costs, the Park District would split the gate revenue. Admission fees would follow similar Park District functions set at \$7/Adult and \$5/child. A 4-pack discount would also be offered. Staff is soliciting sponsors. Set up to begin next month. Lights Schedule would begin the weekend after Thanksgiving (November 25 & 26); and run Thursday through Sunday (November 30 through December 17); Tuesday through Saturday: December 19 – 30.

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

Motion Passed: Ayes: 7 Nays: 0

COMMITTEE OF THE WHOLE

General Use Ordinance #1415-17

Motion: Authorize Board Present to execute General Use Ordinance #1415-17

Moved by: Trustee Metcalf
Seconded by: Trustee Evans

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

Intergovernmental Agreement with Southern View for Shared Law Enforcement

Motion: Authorize Staff to execute Intergovernmental Agreement with Southern View for Shared Law Enforcement

Moved by: Trustee Schmidt
Seconded by: Trustee Jannazzo

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

FINANCE & PERSONNEL

Staff Report

Informational Items Only.

Personnel Report

Stephen Flesch, Director of Finance & Administration, informed the Board the SRA Conference scheduled in Florida, which Annette Reese was scheduled to attend, was postponed due to weather. Funds were recouped.

Re-appropriation of Funds

Motion: Authorize re-appropriation of funds (not to exceed \$8,000) from 31-01-6230 (2014 S & I) to replace the twin HVAC system at Bunn Pro Shop

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: 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

LIAISON COMMITTEE

Staff Report

Informational Items Only.

LONG RANGE PLANNING

Staff Report

Informational Items Only.

GRANTS & MARKETING

Staff Report

Informational Items Only.

BUSINESS

Property Annexations

Motion: Adopt Ordinance #1414-17 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: Aye Senor-Moore: Aye Sgro: Aye

Motion Passed: Ayes: 7 Nays: 0

IAPD Credentials Certificate

Motion: Adopt Credentials Certificate for IAPD Meeting

Moved by: Trustee Hammer

Seconded by: Trustee Schmidt

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 Senor-Moore that the meeting adjourned at 5:53 p.m.

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

MINUTES

October 11, 2017 at 5:30 p.m.

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

Members Absent: Trustees Evans & Hammer

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, Media and public

A Joint Meeting of the Buildings & Concessions, Recreation, Committee of the Whole, Finance & Personnel, Liaison, Long Range Planning and Grants & Marketing was held on October 11, 2017 was held at 5:30 p.m.

Buildings & Concessions Committee

Staff Report

Informational only

Supplemental Engineering Agreement / Washington Park Bridge & Spillway Replacement

Jeff Antonacci, Knight Engineering, asked the Board to consider approval of Supplemental Engineering Agreement and a District 6 Joint agreement. Both agreements are to close out the Washington Park Bridge and Spillway Replacement project funding. Staff recommends approval of Supplemental Agreement No. 2 with Knight Engineering and IDOT Local Road District 6 for additional engineering services.

Recreation Committee

Staff Report

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

- Upcoming October Activities: Carve for the Carillon; Jack-O-Lantern Spectacular; Zoolie Ghoulie; and Trick or Treat Street/Southwind Park
- Special Recreation participant, Jonathon Mies, has accepted and will be competing in swimming at the 2018 Special Olympic National Games in Seattle, Washington.
- Nelson Center: Little Blackhawks new season will offer opportunities to try hockey
- Eisenhower Pool: Offering Fall Swimming and diving lessons.

Little Free Library Proposal

Alexis Dhamrait addressed the Board with a proposal in order to achieve her Girl Scouts Gold Award. She would like to place four Little Libraries in the following locations: Erin's Pavilion, Nelson Center, Rotary and Washington Park. The Libraries will be serviced and maintained by the National Honor Society at Alexis's school. Timeline for installation is one month to build and two weeks to install. Staff recommends Board approval of her request.

Committee of the Whole

General Use Ordinance

Chief Nargelenas attended the meeting to answer any questions the Board had regarding the General Use Ordinance. Director Harms informed the Board Legal Counsel had reviewed the ordinance and offered a couple minor changes. There was no discussion. Staff recommends Board approval of the Ordinance.

Intergovernmental Agreement with Southern View for Shared Law Enforcement

Chief Nargelenas asked the Board for their approval of an Intergovernmental Agreement with the Village of Southern View for shared law enforcement. This would allow for more coverage at Southwind Park. Staff is also working on agreements with other jurisdiction to collaborate with the park district police department. (IE: Leland Grove/Washington Park; Sherman/Riverside Park Staff recommends Board approval of Agreement.

Finance & Personnel Committee

Staff Report

Finance

Director Flesch, informed the Board a re-appropriation of funds for replacement of two HVAC units at the Bunn Pro Shop will be requested at the October Board meeting. Re-appropriated funds are from Bunn Administration HVAC account.

Personnel

Director Flesch had no further information to add to Committee Report

Statement of Claims / Visa Bill

Trustee Jannazzo presented the Statement of Claims for Board review.

Liaison

Staff Report

Director of Parks, Elliott McKinley, informed the Board the Trail from Stuart to Petersburg is close to completion. Anticipated opening toward the end of October.

Long Range Planning

Staff Report

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

- New report format will incorporate masterplan to track progress; general maintenance projects; safety training and highlights as well as pictures.
- Walls at the Penguin exhibit are up and anticipate substantial completion by Thanksgiving

Trustees would like to discuss playground improvements at meeting in the near future. Director Harms suggested consulting the master plan for timeline and funding. President Sgro suggest a subcommittee for playgrounds be established to determine the direction the Board would like to take.

Grants & Marketing

Staff Report – Grants

Informational only.

Staff Report – Marketing

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

- Proposal from Winterland, Inc. to work provide Holiday Lights at the Zoo. Winterland would provide installation and maintenance of LED lighting with structures and displays throughout the zoo and the Park District pay the utilities. Both would share the gate admission equally. Saputo also suggested a couple additional features: tram rides and hot chocolate station. Fees proposed at \$8/adult \$6/children. The Board voiced concern about the admission and suggested a lower rate, offering free dates and business sponsors.

ADJOURNMENT

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