

**Springfield Park District  
BOARD MEETING**

**MINUTES**

**Thursday, August 16, 2018 – 5:30 p.m.**

A meeting of the Springfield Park District Board of Trustees was held on Thursday, August 16, 2018 at 5:30 p.m. at the Lincoln Park Pavilion, 1601 North Fifth 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: N/A

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

**Minutes of the June 21, 2018 Regular Board Meeting were presented**

Motion: To approve the June 21, 2018 Regular Board Meeting minutes as presented

Moved by: Trustee Evans

Seconded by: Trustee Hammer

All approved by voice vote.

**Minutes of the July 19, 2018 Regular Board Meeting were presented**

Motion: To approve the June 21, 2018 Regular Board Meeting minutes as presented

Moved by: Trustee Hammer

Seconded by: Trustee Metcalf

All approved by voice vote.

**Special Guests: Police Department Introductions**

Chief Nargelenas introduced new police officers to the Board: Mark Bridges, Patrick Murphy, Michael Wells and Edgar Knox as well as newly promoted Captain William Piester. He also noted Kate Peters is volunteering 4 to 6 hours weekly to help with office work. Total police staff

is 1 including ranger. The increased staff has helped the department deal with the recent car break ins and ongoing vandalism issues throughout the district.

*5:40 p.m. Trustee Senor-Moore entered meeting in progress.*

#### Nelson Center

Nelson Center has hired Aaron Oldfield as the new full-time night supervisor. He is unable to come to a meeting to meet the board due to his hours.

#### Henson Robinson Zoo

Full time gardener, Joshua Nicholson will be introduced to the Board next month.

#### **Public Comment**

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

### **RECREATION**

#### **Staff Report**

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

- Fall brochures will be at the facilities very soon
- Save the Date cards were given to trustees for the upcoming VIP reception at the zoo.

### **BUILDINGS & CONCESSIONS**

#### **Staff Report**

Director Harms

### **LONG RANGE PLANNING**

#### **Staff Report**

No additional Items.

### **LIAISON COMMITTEE**

#### **Staff Report**

No additional Items.

**GRANTS & MARKETING**

**Staff Report**

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

- Back to School swag bags were distributed to share the ongoing branding efforts

**FINANCE & PERSONNEL**

**Staff Report**

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

- Prevailing Wage numbers were sent and will be included in Park District Ordinance recently passed and listed on line

**Personnel Report**

No additional items.

**HVAC work at Washington Pavilion**

Motion: Authorize Staff to execute contract with Dixon’s HVAC, Inc. with 2018 Bond Funds in the amount of \$17,670 for HVAC work at the Washington Pavilion

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

**Purchase Mower**

Motion: Authorize Staff to purchase mower from MTI off NJPA in the amount of \$32,443

Moved by: Trustee Jannazzo

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

**Resolution RE: Signers for Bank Account**

Motion: Approve Resolution #407-18 RE: Signers for Bank Account

Moved by: Trustee Jannazzo

Seconded by: Trustee Schmidt

Discussion: It was noted signers can be changed. It is by name not title.

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

Motion Passed: Ayes: 7 Nays: 0

**Purchase Trailer for General Maintenance**

Motion: Authorize Staff to use funds from 32-01-6288 (2018 Bond S & I Fund) to purchase trailer for General Maintenance amount not to exceed \$4,300

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

**Statement of Claims**

Motion: To approve the Statement of Claims and 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                      Senor-Moore: Aye                      Sgro: Aye

Motion Passed: Ayes: 7 Nays: 0

## **BUSINESS**

### **Property Annexations**

Motion: Adopt Ordinance #1428-18 & #1429-18 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

### **Semi-Annual and Possible Release of Executive Session Minutes**

Motion: To Release Executive Session Minutes from May 17, 2018

Moved by: Trustee Metcalf

Seconded by: Trustee Jannazzo

Discussion: Legal Counsel Cross reviewed the minutes and advised to release minutes

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 be adjourned at 6:00 p.m.