

**Springfield Park District  
BOARD MEETING**

**MINUTES**

**Thursday, January 17, 2019 – 5:30 p.m.**

A meeting of the Springfield Park District Board of Trustees was held on Thursday, January 17, 2019 at 5:30 p.m. at the John F. Linxwiler Administrative Office, 2500 South 11<sup>th</sup> 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; Jason Graham, Director of Parks; Stephen Flesch, Director of Finance & Administration Lynn Saputo, Director of Recreation; Legal Counsel, Rob Cross; HR Legal Counsel, Justin Reichert; Staff and public

**Minutes of the December 20, 2018 Regular Board Meeting were presented**

Motion: To approve the December 20, 2018 Regular Board Meeting minutes as presented

Moved by: Trustee Metcalf

Seconded by: Trustee Senor-Moore

All approved by voice vote.

**Resolution #412-19 Recognizing Jim Sutzer Years of Service**

President Leslie Sgro presented Jim Sutzer, Golf Professional with a Resolution thanking him for his hard work and dedication over the years at Pasfield and Lincoln Greens Golf Courses. He will be retiring after 25 years of services with the District. Paul Loutzenhiser, Head Golf Professional and Lance Flurry, Golf Professional also shared their appreciation for the contribution Jim has made to the golfing community.

All approved by voice vote.

**Public Comment**

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

## RECREATION

### Staff Report

No Additional Items

### Private Funding and Construction Agreement with Springfield Disc Golf Club

Motion: Approval of Private Funding and Construction Agreement with the Springfield Disc Golf Club for 18-Hole Golf Course

Moved by: Trustee Metcalf

Seconded by: Trustee Hammer

Discussion: Director Harms informed the Board that we have received formal written approval from SAA to initiate this improvement

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

No Additional Items

### Lease Agreement RE: Barker Park Property with Phillip Bornstein

Motion: Authorize Board President to Execute a 50 Year Lease Agreement with Phillip Bornstein RE: Barker Park Property

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: Aye

Motion Passed: Ayes: 7 Nays: 0

## LONG RANGE PLANNING

### Staff Report

No additional Information.

## LIAISON COMMITTEE

### Staff Report

Director Harms informed the Board he is working on modifying drone ordinance as directed by Board after discussion at the January committee meeting. He will report back to Board at the January Board meeting.

## GRANTS & MARKETING

### Staff Report

The Board indicated they would encourage staff to watch for grant opportunities and to have potential projects ready for grant opportunities.

## FINANCE & PERSONNEL

### Staff Report / Finance

No additional Information

### Staff Report / Personnel

No additional Information

### Resolution #411-19 RE: Authorized Signers

Motion: Motion to Approve Ordinance #411-18 RE: Authorize Signers for Bank Account

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

**Police Purchase of Video Software**

Motion: Motion to Authorize Staff to purchase Watchguard Video System (including software) for Police Vehicles from Operating budget. This is a previously unbudgeted expenditure. The system will be acquired under State of Illinois Contract. Amount not to exceed \$38,000

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 2019 SSV Police Patrol Truck**

Motion: Motion to Authorize staff to purchase 2019 Dodge SSV Police Patrol Truck (and peripherals) from operating budget. This is a previously unbudgeted expenditure. The vehicle will be acquired under joint purchasing contract #157 through the Suburban Purchasing Cooperative. Amount not to exceed \$34,000

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 and Visa bills 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: Aye Senor-Moore: Aye Sgro: Aye

Motion Passed: Ayes: 7 Nays: 0

## **BUSINESS**

### **Property Annexation**

Motion: Adopt Ordinance #1435-19 RE: Property Annexation

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: Aye

Motion Passed: Ayes: 7 Nays: 0

## **COMMITTEE OF THE WHOLE**

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

Motion: Semi-Annual Review and Possible Release of Executive Session Minutes

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

### **Retire to Executive Session**

It was moved by Trustee Evans and seconded by Trustee Jannazzo to retire to executive session per Open Meetings Act 2(c)(2) at 5:55 p.m. All approved by voice vote,

*Trustee Hammer left meeting while in progress at 6:08 p.m.*

### **Arise from Executive Session**

There being no further business to discuss in Executive Session it was moved by Trustee Metcalf and seconded by Trustee Schmidt to arise from executive session at 6:17.

## **ADJOURNMENT**

There being no further business to come before the Board, it was moved by Trustee Senor-Moore and seconded by Trustee Jannazzo that the meeting be adjourned.

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

**MINUTES**

**January 9, 2019 at 5:30 p.m.**

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

Members Absent: Trustee Hammer

Others Present: President Sgro; Derek Harms, Executive Director; Jason Graham, Director of Parks; Stephen Flesch, Director of Finance & Administration; Lynn Saputo, Director of Recreation and Staff

A Joint Meeting of the Recreation, Buildings & Concessions, Long Range Planning, Liaison, Grants & Marketing, Finance & Personnel and Committee of the Whole was held on January 9, 2018 was held at 5:30 p.m.

**Recreation Committee**

**Staff Report**

Director Harms introduced Jamie Cowles and Josiah Kyser with the Springfield Disc Golf Club. Cowles then explained how their club holds tournaments and works with agencies to give back to the community with a goal to grow the disc golf sport in the process. They shared a proposal to fund a new 18-hole disc golf course in Stuart Park. With this new course, the club feels they will be able to hold 2-day tournaments and promote more out of town and out of state participants generating more funds for the community. The proposed course will not interfere with other park activities and compliments the master plan. Tree removal is not needed as trees would encourage a “technical” course. Staff noted that this improvement will require written approval from the Springfield Airport Authority. Staff has proactively discussed this proposal with SAA. SAA did not express any concern. A representative from the local sports commission was also in attendance to share in their support of the new course. Staff would recommend approval of the proposed agreement.

**Buildings & Concessions Committee**

**Staff Report**

No additional information.

**Bridge Report Update**

Jason Graham, Director of Parks, informed the Board a report prepared by Kuhn & Trello was available for their review. Findings from the six trails inspected showed nothing surprising. No structural issues were found. Funds are in the budget to cover any issues.

## **Long Range Planning**

### **Staff Report**

Jason Graham, Director of Parks, informed the Board of the following:

- AIA contract is in the works for the Botanical Cooling wall
- 2019 ADA transition plan - Currently working on Lincoln Greens pro shop
- Scheduling 2019 master plan projects - All weather courts to schedule work
- Douglas Playground has been delivered and have met with installers
- Washington Parking is 95% done
- Washington bathrooms are about done
- Tree crew working at zoo

## **Liaison**

### **Staff Report**

Foundation donation mailer sent and will update addresses.

Trustee Schmidt expressed her concerns regarding drones in the parks and the fee charged when issued a park ordinance. She asked that language and fee be adjusted per a range for the size/type of drone. There was also a discussion how best to inform the public of park rules concerning drone usage in the parks.

Director Harms informed the Board of a generous donation received from the Perino family with funds going toward programs at Eisenhower Pool and Special Recreation.

## **Grants & Marketing**

### **Staff Report – Grants**

No additional information

### **Staff Report – Marketing**

Director of Recreation, Lynn Saputo informed the Board of the following:

- Winter brochure is out and on line
- Wrapped up holiday lights campaign
- Changing MIP series to movie in the parks only. Music attendance is down and costs are up. Also, the Y is doing music so it would be redundant services. Movies are less expensive and highly attended.
- Considering partnership opportunities with the Sliders- will bring back to the board at a later date.
- Offering a new program pairing with a golf professional to increase youth golf skills in February.

## **Finance & Personnel Committee**

### **Staff Report**

#### **Finance**

Stephen Flesch, Director of Finance & Administration gave a brief recap of his report.

#### **Personnel**

Director of Finance Flesch gave a brief recap of his report:

- Two new hires and one retiree payout
- AZA invite only out of state meeting ... later this month
- Dan Crumrine, Golf Course Superintendent will be attending GCSAA in San Diego in February

#### **Resolution #411-19 RE: Authorized Signers**

Finance Director Flesch will present a Resolution for Board approval to update Park District authorized signers, to include Jason Graham and remove, recently retired, Elliott McKinley.

#### **Purchase Software and Hardware for Police Surveillance**

Finance Director Flesch informed the Board video surveillance software in police cars is out of date and no longer supported. IL State Bid list - \$38,000 and upgrade hardware inside the building to be compatible with the surveillance equipment. Additional cost for hardware comes from previously approved bond funds for 4 computers, switch and firewall. Police will use Bunn server. This will help with the security audit. Trustees asked that this software be compatible with what the City uses. Staff will confirm.

#### **Noted: Vehicle for Police Department**

Finance Director Flesch also informed the Board a 90s Caprice is in need of repairs which exceed cost of the vehicle. Captain Nargelenas has found a 2019 Dodge SSV 4-wheel drive truck seating 4 fully loaded for approximately \$30,000. This is an unbudgeted overbudget purchase, which will require board approval. Staff would recommend approval at the January Board meeting.

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

Trustee Jannazzo presented the Statement of Claims & Visa Bill for Board review. Board's questions were answered.

### **ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 6:39 p.m.