

Springfield Park District BOARD MEETING MINUTES

January 19, 2011

Roll Call.

A meeting of the Springfield Park District Board of Trustees was held at 5:30pm at the John F. Linxwiler Administrative Center.

President Sgro called the meeting to order at 5:30pm and requested roll call.

Present: President Sgro, Trustee Fulgenzi, Trustee Reardon, Trustee Noll, Trustee Beagles, Trustee Jannazzo

Others Present: Director/Secretary Stratton, Bob Walbaum/General Counsel.

Minutes of Previous Regular Board Meeting

It was moved by Reardon, seconded by Fulgenzi the minutes of the regular meeting of December 15, 2010 be approved as presented. The motion was approved by voice vote 6 voting yes and 0 voting no. Motion passed.

Statement of Claims

Statement of Claims was presented by President Sgro for approval. It was moved by Reardon and seconded by Beagles that the Statement of Claims be approved as presented. Roll Call Vote: Beagles – yes; Fulgenzi – Yes; Reardon – Yes; Jannazzo – Yes; Noll – Yes; Sgro - Yes. Motion Passed: 6 voting yes, 0 voting no.

Oral Communication.

President Sgro asked if anyone would like to address the Board.

1. Butch Elzea addressed the Board and reported on matters relating to Southwind Park that included donation of 6 passenger tram for District to be used for marketing and tours and donation by Sheriff's Department of 100 bikes for SW Park.
2. Larry Estep, Resident and interest in Henson Robinson Zoo, addressed the Board requesting SPD website on minutes and board meetings be updated and status of Lindbergh Park lighting project in parking lot.
3. Megan Medura, Zookeeper at Henson Robinson Zoo addressed the Board requesting information about the zoo budget and when she can expect her job back.

Committee Reports:

Finance Committee: Chair Fulgenzi addressed the Board reporting on matters brought before the committee on January 12, 2011 (minutes attached) as matter of information.

Monthly Finance Report: Chair Fulgenzi noted the monthly reported of the finances of the District by Staff was presented in Committee. No action was requested.

Long Range Planning. Chair Beagles addressed the Board reporting on matters brought before committee on January 5 & January 12, 2011 (minutes attached) and requested following action:

Capital Projects Update. Chair Beagles provided information to the Board relating to the capital projects around the District both current and projected in the upcoming construction year. No action was requested.

Barker Farm Lease. Motion: “Authorize legal counsel to negotiate farm lease for Barker park property for 2011 season,” by Beagles, second by Fulgenzi. **Discussion:** Legal Counsel will contact Barker family to request authorization to proceed to farm for another year and provide update on Board action to apply for development funding for Barker Park. **Roll Call Vote:** Beagles – yes; Fulgenzi – Yes; Reardon – Yes; Jannazzo – Yes; Noll – Yes; Sgro - Yes. **Motion Passed:** 6 voting yes, 0 voting no.

Centennial Park Project. Motion: “Authorize staff to proceed to prepare specifications and bids for the Centennial Park Project,” by Beagles, second by Jannazzo. **Discussion:** Fulgenzi requested update on project costs to live within grant amount and status of meeting with neighborhood association to address any concerns. Director Stratton responded by noting final estimates including professional service fees and contingency are at or about the budgeted amount. Director Stratton noted neighborhood association was contacted and meeting is being coordinated. If there are serious objections he will take back to committee for further discussions. **Roll Call Vote:** Beagles – yes; Fulgenzi – Yes; Reardon – Yes; Jannazzo – Yes; Noll – Yes; Sgro - Yes. **Motion Passed:** 6 voting yes, 0 voting no.

Master Plan for Zoo. Chair Beagles provided update to Board on the progress of development of the team members. Director Stratton noted team members have been selected, first meeting date established for week of January 24, 2011, Agenda is prepared and information will go out to all team members this week.

Foundation Signature Project. Chair Beagles addressed Board to let them know the Foundation has selected Comer Cox Park for a signature project and this is in conjunction with additional upgrades that have been authorized by the Board for 2011.

Grants & Development Committee. Chair Reardon addressed the Board reporting on matters brought before committee on January 5, 2011(minutes attached) and requested following action:

Grants Update. Chair Reardon provided information to the Board relating to the current grants out and their status report. No action requested.

2011 OSLAD Grant Application. Motion: “Authorize Staff to prepare grant application under IDNR OSLAD Fund in the amount of \$400,000 with match from donated land for development of Barker Park Property,” by Reardon, second by Jannazzo. **Roll Call Vote:** Beagles – yes; Fulgenzi – Yes; Reardon – Yes; Jannazzo – Yes; Noll – Yes; Sgro - Yes. **Motion Passed:** 6 voting yes, 0 voting no.

Buildings & Concessions Committee. Chair Noll addressed the Board reporting on matters brought before committee on January 12, 2011(minutes attached) and requested following action:

Professional Services Agreement with Massie & Massie. Motion: “Authorize the execution of a professional services agreement in the amount not to exceed \$24,800 for the Washington Park Botanical Gardens project as funded through the IDNR Museum Grant Award,” by Noll, second by Beagles. **Roll Call Vote:** Beagles – yes; Fulgenzi – Yes; Reardon – Yes; Jannazzo – Yes; Noll – Yes; Sgro - Yes. **Motion Passed:** 6 voting yes, 0 voting no.

Professional Services Agreement for Zoo Project. Chair Noll reported to the Board that a professional services agreement is being negotiated with Bruce Ferry of Ferry Architects for the projects at Henson Robinson Zoo under the IDNR Museum Grant Award but not action will taken at this time. Staff will present to Committee in the February meetings for review and consideration.

Energy Audits. Chair Noll provided Board with information presented in Committee by Staff of a possible free energy audit and evaluation of numerous park amenities and facilities in effort to come up with energy efficient means to continue to operate. Staff to present further information in February Committee meetings.

Business

President Sgro reported on matters of new business and requested action as follows:

Executive Session Minutes. Legal Counsel reported to Board and recommended approval to release minutes of executive session for dates of June 16, 2010, July 21, 2010, August 11, 2010, August 18, 2010, September 15, 2010, November 17, 2010 and December 1,2010. Motion by Beagles, second by Reardon. **Discussion:** Trustee Noll questioned whether any of the minutes to be released would violate any agreements concerning Ms. Diane Mathis. Legal Counsel opined that in his opinion they did not. **Roll Call Vote:** Beagles – yes; Fulgenzi – Yes; Reardon – Yes; Jannazzo – Yes; Noll – Yes; Sgro - Yes. **Motion Passed:** 6 voting yes, 0 voting no.

Annexations Motion: “Adopt Ordinance #1245-11 and #1246-11 regarding property annexations” by Fulgenzi, second by Jannazzo. **Roll Call Vote:** Beagles – yes; Fulgenzi – Yes; Reardon – Yes; Jannazzo – Yes; Noll – Yes; Sgro - Yes. **Motion Passed:** 6 voting yes, 0 voting no.

Adjournment

There being no further business before the Board on motion by Jannazzo, seconded by Beagles and approved by voice vote the meeting was adjourned at approximately 6:01pm.

MINUTES

Buildings & Concessions Committee

February 9, 2011

A meeting of the Buildings & Concessions Committee was held on Wednesday, February 9, 2011 at 12pm at the John F. Linxwiler Administration Center.

Members Present: Trustee Beagles, Trustee Jannazzo

Others Present: President Sgro, Trustee Fulgenzi, Trustee Reardon, Secretary/Director Stratton

Trustee Beagles chaired the meeting and opened it at 12pm.

Five (5) issues discussed before Committee, as follows:

1. Memorandum of Understanding for Energy Audit by Ameresco, Inc. Director Stratton addressed the Committee and introduced representatives from Ameresco, Inc. on the proposal to provide no cost services to the District for energy analysis of park facilities around the District. Director Stratton recommended the Committee approve the memorandum of understanding (attached) to provide the no cost service that when complete will provide the District with statistical data helpful for future replacement of mechanical systems that would be more efficient and application for grants to implement. Committee discussed and will recommend approval at the February Board meeting.
2. Professional Services Agreement for Facilitators for HR Zoo Master Plan. Director Stratton introduced Dr. Dalitso Sulamoyo and Dr. Tiffany Yates to the Committee and provided handouts of their credentials and proposal to serve as facilitators for the development of a master plan for the Henson Robinson Zoo. Director Stratton noted a fee not to exceed \$10,000 had been negotiated with the facilitators which is far less than other organizations are paying for same/similar services. Committee discussed and will recommend for approval at the February Board meeting.
3. Extension of Professional Services Agreement for Marc Miller. Director Stratton addressed the Committee to recommend extension of the professional services agreement with Mr. Marc Miller under the same fee structure and for a term through October 2011 for various construction, planting and related projects at Southwind Park. Committee discussed and will recommend approval at the February Board Meeting.
4. Professional Services Agreement for Bruce Ferry, AIA for Zoo Project. Director Stratton addressed the Committee to recommend the commissioning of Mr. Bruce Ferry to provide Architectural services in the design and oversight of projects at the zoo awarded under the Museum Grant. Director Stratton noted the professional services in an amount not to exceed \$16,600. Committee discussed and will recommend approval at the February Board meeting.
5. Professional Services Agreement for Bruce Ferry, AIA for Dreamland Park Project. Director Stratton addressed the Committee to recommend the commissioning of Mr. Bruce Ferry to provide Architectural Services in the design and oversight of the construction of restroom facility for Dreamland Park in an amount not to exceed \$10,000. Committee discussed and will recommend approval at the February Board meeting.

There being no further business to come before the committee,
the meeting was adjourned at 12:30pm.

MINUTES

Long Range Planning

February 9, 2011

A meeting of the Long Range Planning Committee was held Wednesday, February 9, 2011 at 12:30pm at the John F. Linxwiler Administration Center.

Members Present: Chair Beagles, Trustee Fulgenzi, Trustee Reardon

Others Present: President Sgro, Trustee Jannazzo, Secretary/Director Stratton

Chair Beagles opened meeting at 12:30pm.

Two(2) issues discussed before Committee, as follows:

1. Capital Projects Update. Director Stratton addressed the Committee and provided handout (attached) of all capital projects currently out and their disposition. Committee discussed. Update was for informational only. No action was requested.
2. Zoo Master Plan Progress. Chair Beagles addressed the Committee to note a first kickoff meeting of the Zoo Master plan. The team members heard from Staff on the history of the Zoo and current master plan and its progress.

There being no further business to come before the committee,
the meeting was adjourned at 12:40pm.

MINUTES

Grants & Development Committee

February 9, 2011

A meeting of the Grants & Development Committee was held on Wednesday, February 9, 2011 at 12:40pm at the John F. Linxwiler Administration Center.

Members Present: Chair Reardon; Trustee Beagles, Trustee Jannazzo

Others Present: President Sgro, Trustee Fulgenzi; Secretary/Director Stratton.

Chair Reardon opened the meeting at 12:40pm.

One (1) issue discussed before Committee, as follows:

Grants Update. Director Stratton addressed the Committee and provided spreadsheet (attached) of all grants awarded and their status and grants pending award announcement. Committee discussed grants update. No action was requested.

There being no further business to come before the committee,
the meeting was adjourned at 12:42pm.

MINUTES

Finance Committee

February 9, 2011

A meeting of the Finance Committee was held Wednesday, January 9, 2011 at 12:42pm at the John F. Linxwiler Administration Center.

Members Present: Chair Fulgenzi; Trustee Reardon; Trustee Jannazzo

Others Present: President Sgro, Trustee Beagles; Secretary/Director Stratton; Mark Bartolozzi/Dir Finance

Chair Fulgenzi opened committee meeting at 12:42pm

Three (3) items discussed before Committee, as follows:

1. Finance Report. Mark Bartolozzi, Director of Finance/HR presented written information to the Committee (attached) concerning the current state of the operating budget, fund balances, and Erin's Pavilion budget ending December 31, 2010. No action was requested by Staff.
2. May 1, 2011 FY Budget Status Report/Time Table. Bartolozzi presented information to the Committee on the time line for the FY budget beginning on May 1, 2011.
3. Amendment to 2011/12 Tax Levy Ordinance. Bartolozzi addressed the committee to request an amendment be made to the 2011/12 tax levy ordinance as a result of a miscalculation by the County and the Bond counsel on the levy for the bond and interest payment. Bartolozzi noted the impact will have little effect on the overall tax levy and no impact on the operating dollars in the upcoming budget. Committee discussed and will recommend approval the regular board meeting.

There being no further business to come before the committee,
the meeting was adjourned at 12:50pm.