

**Springfield Park District  
BOARD MEETING MINUTES**

**Wednesday, November 16, 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, 2500 South 11<sup>th</sup> Street, Springfield, IL:

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

Present: President Sgro, Trustee Beagles, Trustee Flickinger, Trustee Jannazzo, Trustee Noll (arrived at 5:33pm), Trustee Reardon (attended via remote at 5:31), Trustee Wojcicki-Jimenez

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

**Remote Attendance of Brian Reardon**

**Motion:** “Authorize the attendance of Trustee Reardon via telephone attendance in accordance with the District’s Remote Attendance Ordinance” by Beagles, Second by Flickinger. All approved by Voice Vote. 5 voting yes, 0 voting no.

Trustee Reardon joined via telephone remote attendance at 5:31pm.

**Public Hearing – Tax Abatement**

President Sgro requested motion to open public hearing on the tax abatement for the 2007 series General Obligation Bond – Alternate Revenue. **Motion:** “Open public hearing for purposes of discussion concerning ordinance proposed to abate taxes for the 2007 series general obligation bonds-alternate revenue” by Beagles, second by Flickinger. **Roll Call Vote:** Beagles – yes; Flickinger – yes; Jannazzo – Yes; Noll – Yes; Reardon – Yes; Wojcicki-Jimenez – Yes; Sgro - Yes. **Motion Passed:** 7 voting yes, 0 voting no.

Public Hearing opened at 5:33pm. President Sgro asked if anyone would like to address the board on the matter of the tax abatement. Noone came forward to address the board on the matter.

**Motion:** “Close public hearing and return to regular session” by Beagles, second by Jannazzo. All approved by Voice Vote. 7 voting yes, 0 voting no.

Public Hearing Closed at 5:36pm.

**Minutes of Previous Meeting/Board Retreat**

It was moved by Jannazzo, seconded by Wojcicki-Jimenez that the minutes of the regular meeting of October 19, 2011 and supplemental committee minutes be approved as presented. All approved by voice vote 7 voting yes and 0 voting no. Motion passed.

On motion by Flickinger, second by Jannazzo the board recognized the Board Retreat held on Tuesday, November 15, 2011 at 5:30pm at Bunn Administrative Office for purposes of discussing financial matters impacting the District. All approved by voice vote. 7 voting yes and 0 voting no. Motion passed.

### **Public Comment**

President Sgro noted on written correspondence by Megan Medura to the Board that will be included in the minutes of public record. There were no comments from the Board.

President Sgro asked if anyone wanted to address the Board.

1. Rosie Christie, Dog Park User. Ms. Christie addressed the Board requesting the installation of lights at the dog run at Stuart Park. Board and Staff noted that this matter was before the long range planning committee as projects and funding sources are identified for the upcoming years.
2. Tom Ford, Springfield Resident. Mr. Ford addressed the Board requesting that they do not approve an additional fee for golf course improvement.

### **Committee Reports:**

**Long Range Planning.** Chair Beagles gave the report to the Board on matters brought before the Committee on November 2, 2011 (minutes attached). No action was requested.

**Grants & Marketing Committee.** Chair Wojcicki-Jimenez gave the report to the Board on matters brought before the committee on November 2, 2011 (minutes attached). No action was requested.

**Recreation Committee.** Chair Flickinger gave the report to the Board on matters brought before the committee on November 9, 2011 (minutes attached) and requested the following action:

Fee Proposal by Staff. Motion: “Approve the fee increase proposal as presented by staff” by Flickinger, second by Reardon. Roll Call Vote: Beagles – No; Flickinger – Yes; Jannazzo – Yes; Noll – No; Reardon – Yes; Wojcicki-Jimenez – Yes; Sgro – Yes. Motion Passed: 5 voting yes, 2 voting no.

Fee for Golf Course Improvement Fund. Motion: “Approve the fee for golf course improvement as presented by Staff” by Flickinger with no second to the motion. Motion failed due to lack of second to bring to discussion and action.

**Finance Committee.** Chair Jannazzo gave the report to the Board on matters brought before the committee on November 14, 2011 (minutes attached) as follows and recommended the following action:

Centennial Park Bids. Motion: “Accept the low bid and authorize the execution of an agreement with Ottobbaum, Inc. in the amount not to exceed \$259,368 for the development of a parcel at Centennial Park with funds being reimbursed through the IDNR OSLAD Grant,” by Jannazzo, second by Flickinger. Roll Call Vote: Beagles – No; Flickinger – Yes; Jannazzo – Yes; Noll – Yes; Reardon – Yes; Wojcicki-Jimenez – Yes; Sgro – Yes. Motion Passed: 6 voting yes, 1 voting no.

Statement of Claims. Motion: “Approve the statement of claims as presented by staff,” by Jannazzo, second by Noll. Roll Call Vote: Beagles – Yes; Flickinger – Yes; Jannazzo – Yes;

Noll – Yes; Reardon – Yes; Wojcicki-Jimenez – Yes; Sgro – Yes. Motion Passed: 7 voting yes, 0 voting no.

Ordinance #1259-11 – Tax Abatement of Series 2007 Alternated Revenue GO Bond. Motion: “Adopt ordinance number 1259-11 Tax Abatement of Series 2007 Alternated Revenue GO Bond,” by Jannazzo, second by Flickenger. Roll Call Vote: Beagles – Yes; Flickinger – Yes; Jannazzo – Yes; Noll – Yes; Reardon – Yes; Wojcicki-Jimenez – Yes; Sgro – Yes. Motion Passed: 7 voting yes, 0 voting no.

Ordinance #1260-11 – Tax Levy Ordinance. Motion: “Adopt ordinance number 1260-11 Tax Levy Ordinance,” by Jannazzo, second by Beagles. Roll Call Vote: Beagles – Yes; Flickinger – Yes; Jannazzo – Yes; Noll – Yes; Reardon – Yes; Wojcicki-Jimenez – Yes; Sgro – Yes. Motion Passed: 7 voting yes, 0 voting no.

### **Business.**

Property Annexation. Motion: “Adopt ordinance number 1258-11 Annexing property into the District” by Beagles, second by Janazzo. Roll Call Vote: Beagles – Yes; Flickinger – Yes; Jannazzo – Yes; Noll – Yes; Reardon – Yes; Wojcicki-Jimenez – Yes; Sgro – Yes. Motion Passed: 7 voting yes, 0 voting no.

Credential Certificate for IAPD Annual Board Meeting. Motion: “Adopt credential certificate for IAPD annual board meeting,” by Beagles, second by Flickenger. Roll Call Vote: Beagles – Yes; Flickinger – Yes; Jannazzo – Yes; Noll – Yes; Reardon – Yes; Wojcicki-Jimenez – Yes; Sgro – Yes. Motion Passed: 7 voting yes, 0 voting no.

Alcohol Request – Springfield Platform Tennis Association. Motion: “Authorize permit to serve alcohol at the annual Springfield Platform Tennis Association Tournament,” by Noll, second by Wojcicki-Jimenez. All approved by voice vote. 7 voting yes, 0 voting no.

### **Adjournment**

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

**MINUTES**  
**JOINT COMMITTEE MEETINGS**  
**Recreation Committee**  
**November 9, 2011**

A meeting of the Recreation Committee was held Wednesday, November 9, 2011 at 12pm at the John F. Linxwiler Administration Center.

Members Present: Trustee Jannazzo, Trustee Noll

Others Present: Trustee Reardon, Staff

Trustee Jannazzo opened the Recreation Committee at 12:10pm  
Three (3) issues discussed before Committee, as follows:

1. Recreation Report. Trustee Jannazzo referenced the recreation report (attached) as provided by Derek Harms, Director of Recreation. No action was requested.
2. Staff Proposed Fees. Derek Harms addressed the Board and provided written materials on the proposed fee increases as recommended by staff. Committee discussed and will present to Board for their discussion and possible action at the regular Board meeting.
3. Golf Course Improvement Fund. Director Stratton addressed the Committee about the history of the creation of the Golf Course Improvement Fund and recommended an additional increase of \$1 for 18 holes and .50 for 9 hole play to be charged to each round played by season pass holder to generate funds to deposit into the Fund to perform various improvement projects in our golf course. Committee discussed and will present to Board for further discussion.

There being no further business to come before the committees,  
the meeting was adjourned at 1:15pm.

**MINUTES**  
**JOINT COMMITTEE MEETINGS**  
**Long Range Planning and Grants & Marketing Committee**  
**Wednesday, November 2, 2011**

A joint meeting of Grants & Marketing and Long Range Planning Committees was held Wednesday, November 2, 2011 at 12:00pm at the John F. Linxwiler Administration Center.

Members Present: Trustee Beagles, Trustee Flickinger, Vice President Noll, Trustee Wojcicki-Jimenez

Others Present: Secretary/Director Stratton

Chair Beagles opened the Finance Committee meeting at 12:00 pm.  
One (1) issue discussed before Long Range Planning Committee, as follows:

1. Project Update by Staff. Director Stratton addressed Committee and provided written status report (attached) on all projects around the District. Director Stratton noted that additional reporting information has been provided in report that includes project costs and funding sources. No action was requested.

Trustee Wojcicki Jimenez opened the Grants & Marketing Committee at 12:25 p.m.  
Two (2) issues discussed before Committee, as follows:

1. Report from Staff. Director Stratton addressed committee and provided written staff report (attached) on grant activity. Chair Wojcicki Jimenez requested staff generate a master list of all local private foundations and distribute to committee next month.
2. Marketing Report. Director Stratton addressed the Committee and provided written update on marketing/promotions. (attached) Committee requested staff to investigate placement of Press Releases on website, place of event on State Journal-Register "Happenings Today" section, place events in Illinois Times website calendar of events and follow up with media sources on major stories to encourage participation.

There being no further business to come before the committees,  
the meeting was adjourned at 12:37 p.m.

**MINUTES**  
**COMMITTEE MEETING**  
**Finance Committee**  
**November 14, 2011**

A Meeting of Finance Committee was held Monday, November 14, 2011 at 5:30pm at the John F. Linxwiler Administration Center.

Members Present: Chair Jannazzo, Trustee Beagles, Trustee Flickinger, Vice President Noll, Trustee Wojicki-Jiminez (attended via telephone conference)

Others Present: Joe Hills-Treasurer, Secretary/Director Stratton

Chair Jannazzo opened the Finance Committee meeting at 5:30pm  
Five (5) issues discussed before Finance Committee, as follows:

1. Finance Report. Michael Stratton, Executive Director addressed the Committee with an update on the financial condition of the District. (attached) No action was requested.
2. Centennial Park Bids. Elliot McKinley, Director of Parks/Planning addressed the Committee and handed out information (attached) relating to the bids received for the Centennial Park project. McKinley noted three bidders on this project with the lowest bidder by Ottobaum, Inc. in the amount of \$259, 368. McKinley recommended approval of an agreement with Ottobaum, Inc. in the amount of their bid with a 10% contingency. It was noted that this project is within budget and is funded through reimbursement through a 2009 IDNR OSLAD grant. Committee will present to Board for their discussion and action.
3. Tax Levy Ordinance. Director Stratton addressed the Committee and referenced the proposed tax levy ordinance (attached) before the Committee. Stratton noted that the levy proposed increased the General and Recreation tax levy to their maximum levy rate, reduced the police levy and that the overall aggregate increase was about 3.25%. Director Stratton noted that no public hearing was required and/or posting of notice as the rate falls below the 5% requirement. Director Stratton also noted that staff will discuss further the impact of the proposed increase at the November 15 2011 retreat and that decision to adopt the tax levy ordinance must be complete by the December Board meeting to meet deadline for filing tax levy ordinance with County. Committee will review and present to Board for further discussion and possible action.
4. Tax Abatement. Director Stratton addressed the Committee and referenced the proposed ordinance (attached) that is required to abate the tax levy for payment of principal interest bond indebtedness from the 2007 bond issue that is pledged to be paid by the SRA levy as authorized by the Board. Committee discussed and will present to Board for discussion and action.
5. Statement of Claims. Director Stratton addressed the Committee and referenced the statement of claims for the month along with reference to the credit card reports. Director Stratton asked if there were any questions on the Statement of Claims by Trustees. Chair Jannazzo added that she had questions prior the meeting that staff answered to her satisfaction. Trustee Flickinger suggested staff review cell phone coverage with other vendors to assure the best value and consider joint purchasing through IAPD to reduce costs where we can. Stratton noted that staff is reviewing internal policy on procurement procedures and limits per staff authorized to increase checks and balances on purchases prior their procurement. Committee will present to Board for discussion and action.

There being no further business to come before the committees,  
the meeting was adjourned at 6:05pm.

**Springfield Park District  
SPECIAL BOARD MEETING**

**MINUTES OF MEETING  
Thursday, December 15, 2011**

Special Board Meeting was held at the Henson Robinson Zoo at 5:15pm, Thursday, December 15, 2011.

President Sgro opened special board meeting at 5:15pm with request for roll call.

Voting Present:           President Sgro, Vice President Noll, Trustee Beagles, Trustee Flickinger, Trustee Jannazzo, Trustee Wojcicki-Jimenez

Others Present:           Director/Secretary Stratton

President Sgro noted a quorum was present to conduct business of the District.

**Business.**

1.       Trustee Flickinger addressed the Board on the Robert's Rules of Order as it applies to obtaining a second motion prior discussion of an issue in a public meeting. In his research he noted that a second on a motion to bring it to be the Board was not necessary if it comes from a committee chair for public boards of less than twelve (12) members. President Sgro requested Trustee Flickinger provide the information to the Executive Director.

2.       Henson Robinson Zoo Master Plan. President Sgro addressed the Board and visitors and provided background on the development of the Master Plan for the Zoo. President Sgro turned the meeting over to the facilitators of the plan. Dr. Tiffany Yates, Phd and Dr. Dalitso Sulamoyo, Phd made power point presentation on the final draft of the master plan, its process, items and conclusions. Motion: "Approve the Master Plan as official document of the Springfield Park District and authorize staff to proceed to prepare implementation plan in near future to incorporate as part of overall District planning", by Beagles, second by Jannazzo. Roll Call Vote: Beagles – Yes; Flickinger – Yes; Jannazzo – Yes; Noll – Yes; Wojcicki-Jimenez – Yes; Sgro – Yes. Motion Passed: 6 voting yes; 0 voting no.

**Adjournment.**

There being no further business to come before the Board by Motion of Jannazzo, second by Wojcicki-Jimenez and all approved by voice vote the meeting was adjourned at 5:43pm.