

ADVISORY PARK BOARD MINUTES

June 14, 2011

Item 1: Call to order

The meeting was called to order at 6:45 p.m. by Robert Ranney. Committee members present were Marc Cerce, Mike McWilliams, and Robert Ranney. Beau Buffington and Robert Groves were absent. Sonja Lellamand from Artisan Gardens was also present.

Item 2: Public Input

No one signed up to speak.

Item 3a: Discussion and possible vote on May 10, 2011 minutes

A motion was made by Mike McWilliams to approve the May 10, 2011 minutes. The motion was seconded by Robert Ranney. A roll call vote was taken with Beau Buffington absent, Marc Cerce aye, Robert Groves absent, Mike McWilliams aye, and Robert Ranney aye.

Item 3b: Review of March and April 2011 financials

The March and April 2011 financials were reviewed by the Advisory Park Board. APB members had some inquiries regarding the following items:

1. What is does the term “codification” represent?
2. The “website” (March 2011) and “newsletter” (April 2011) expenditure categories appear to be the same on both the March and April reports, but with different headings?

Item 3c: Review of May 2011 checks and deposits

The May 2011 checks and deposits were reviewed by the Advisory Park Board.

Item 4a: Park Project—Sonja Lellamand

Bob Ranney reported that he had presented Sonja’s proposal to the Board of Aldermen. Sonja informed the APB that the previously discussed trees and stumps have been removed in the Butterfield Station Park. Mulch has been added and shade loving plants will be added as well.

At the Cherokee Trail of Tears Park there have been some plants being trimmed and removed by residents who have not been authorized to work on the grounds. The APB suggested more signage to help with this problem.

Seeding has been taking place as well throughout the park. The park should be in good shape for the 4th of July event.

Sonja would like to begin work on expanding the rain garden next. Bob suggested that it would be better to have this work done by hired professionals rather than volunteers due to the amount of shoveling that will be needed. Sonja would also like to plant within and along the stream bed to help prevent deterioration of the banks along the stream area.

Sonja informed the APB that she has been offered a position with the University of Illinois. She has suggested that Bruce Cobb be permitted to replace her. He currently assists her and has been very helpful to her.

Sonja reported that she and Rick Hess had met regarding storm water areas and the work on the retention area can begin soon. She also reported that all the plants have survived the winter, and that there is a new native plant nursery located on Division Street in Springfield.

Item 4b: Fourth of July event—Define APB roles and updates as necessary

The APB will subdivide areas of responsibilities for the July 4th event as follows: (APB members not present at this meeting will be assigned pending further discussion with them as to their availability).

1. **Shuttles and Parking Cars—Firemen**
Bob Ranney will contact Rick Hess to confirm these items.
2. **Food Vendors Set up Booth Space & Locations—Bob Groves**
Provide extension cords, water hoses, multiple outlets and other vendor needs.
Coordinate vendors finding their work areas,
3. **Inflatables—Amberg Entertainment**
4. **Frisbees—APB Members**
Frisbees will be handed out randomly throughout the event. This will be a unique way for the park board members to greet those in attendance.
5. **Portable Bathrooms—To Be Determined**
Restrooms may need to be monitored, especially with regard to supplies toilet tissue, towels, etc.
6. **Boy Scout Involvement—Bob Groves and Bob Ranney**
7. **First Aid Station**
Bob Ranney will speak to Rick Hess about this.
8. **Fireworks—A&M Pyrotechnics**
9. **July 4th Event Music and Emcee—Bob Ranney**
10. **Set Up Grounds& Cleanup—Bob Ranney, Mike McWilliams, and Marc Cerce.**
Work to set up grounds will start at 8:00 a.m. This will include placement of garbage cans, set up of stage, roping off the fireworks area and the stage.

Item 4c: Dedication of City Parks—Rick Hess

Rick was not present at this meeting, though he left a written update for the Advisory Park Board to view at the meeting. This issue will be discussed further at the next regularly scheduled APB meeting on Tuesday July 14, 2011.

Item 4d: Cherokee Trail (Path & other updates)—Rick Hess, Bob Ranney

No current updates available. This issue will be discussed further at the next regularly scheduled APB meeting on Tuesday July 14, 2011.

Item 4e: Tennis Courts—Bob Ranney

Bob Ranney had no further updates at this time. This item will be discussed further at a future APB meeting.

Item 4f: Booth at Wilson’s Creek Battlegrounds Celebration—Bob Ranney, Rick Hess

No new information was available. This item will be discussed further at a future APB meeting.

Item 5a: 5 Year Park Infrastructure Plan—Rick Hess

In a previous meeting Rick Hess had asked the APB to develop two 5 year infrastructure plans to be submitted in one month to six weeks based on the following contingencies:

1. If the August tax issue passes
2. If the August tax does not pass

A special meeting will be scheduled before June 21, 2011 to discuss this item. The APB was not able to confirm a date for this meeting in which there would be a quorum. Robert Ranney will be contacting APB members regarding scheduling this meeting time.

**Item 5b: Schedule date for special budgeting meeting
(Prior to Board of Aldermen meeting on June 21, 2011)**

A special meeting will be scheduled before June 21, 2011 to discuss this item. The APB was not able to confirm a date for this meeting in which there would be a quorum. Robert Ranney will be contacting APB members regarding scheduling this meeting time.

Item 7: Suggestions for the next meeting

A special meeting will be scheduled before June 21, 2011. Bob Ranney will be contacting APB members regarding this meeting time

The next regular APB meeting will be held on Tuesday July 14, 2011.

Issues to be addressed at the special meeting (to be determined):

5 Year Park Infrastructure Plan
Budget

Issues to be addressed at the next regular meeting (Tuesday July 14, 2011):

July 4th event—review
5 Year Park Infrastructure Plan, if any new updates
Budget, if any new updates
Dedication of the City Parks—Rick Hess
Cherokee Trail/New Asphalt path—historical site nomination and other updates.
Booth at Wilson’s Creek Battlegrounds Celebration—if any new developments

Item 8: Adjournment

A motion was made by Marc Cerce to adjourn the meeting. The motion was seconded by Mike McWilliams. A roll call vote was taken with Beau Buffington absent, Marc Cerce aye, Robert Groves absent, Mike McWilliams aye, and Robert Ranney aye. Meeting adjourned at 7:49 pm.

_____ Robert Ranney, Chairman

_____ Date

ATTEST:

_____ Marc Cerce, Secretary

_____ Date