

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
FEBRUARY 22, 2006 – BARTHOLOMEW ROOM**

CALL TO ORDER- The regular meeting was called to order by Vice President Leard at 7:00 p.m.

PLEDGE OF ALLEGIANCE- All stood for the Pledge of Allegiance.

ROLL CALL- Vice President Leard called for the roll. Commissioners' Behmer, Elfstrom and Leard were in attendance. Commissioner Burkitt was absent. President Callahan would later attend at 7:55 p.m. Staff in attendance was Executive Director Michael Clark; Director of Planning and Development, Jim Eby; Director of Finance and Administrative Services, Beverly Kuhn; Director of Personnel, Jim Schuler; Director of Museum and Interpretative Services, Carla Hill. Also in attendance was Legal Counsel Price; Deanna Kellum minute's recorder; Stuart Samuel of Tri-Cities Soccer; Lisa Homan of Music Buffs and Grant Administrator Laura Ross.

ITEMS REMOVED/ADDED/CHANGED ON AGENDA- None.

CONSENT AGENDA- Vice President Leard entertained a motion to approve the Consent Agenda which included approval of the minutes from the January 17, 2006 Regular Board Meeting, January 17, 2006 Executive Session Meeting, the Schedule of Paid and Unpaid Expenditures, the Treasurer's Report. **Motion was made by Elfstrom and seconded by Behmer to approve the Consent Agenda as presented. The roll was called. Ayes: Elfstrom and Leard. Nays: none. Abstain: Behmer. Absent: Burkitt and Callahan. Motion passed.**

GUEST- MATTERS FROM THE PUBLIC- Lisa Homan of Music Buffs came before the Board tonight informing them of a new school booster effort called Bulldogs Unleashed. The group will be raising money through displaying decorated bulldogs all around town. At this time the group is looking for support from the community. If any one is interested in volunteering they can contact her at the number provided at the meeting. Vice President Leard thanked her for attending and promoting this effort.

MATTERS FROM COMMISSIONERS- Commissioner Behmer commented on the joint meeting the Board had with the School District on February 14th regarding the Mooseheart property. He wants the community to know how important it is for them to get involved and come to the district to see the plans for themselves.

CORRESPONDENCE- Vice President Leard acknowledged the following correspondence. First, was a letter from The Conservation Foundation regarding the District's membership renewal. Second, was a letter from the Illinois State Championship Chili Cook-off for their inquiry for their event this summer. Third, was a letter from

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PDRMA congratulating the District on the results of our recent safety audit. Fourth, was a letter from IDNR congratulating the District on the recent OSLAD grant. Last, was an outgoing correspondence to State Representative Tim Schmitz congratulating him on his recent honors of Firefighter of the Year.

ANNOUNCEMENTS- Director Hill read the announcements in Director Pellegrino's absence.

1. On April 10th seniors can receive free tax counseling.
2. Kid's Club is a great place for your children before and after school. Deposits will be taken for 2006-07 Kid's Club between April 22nd at Hoover-Wood or Grace McWayne School.
3. Registration for men's 12 inch summer softball has begun. The league will begin the week of May 7th.

AFFILIATE REPORTS- Vice President Leard acknowledge receipt of the Batavia Plain Dirt Gardeners Newsletter and the February Parks Foundation minutes.

STAFF REPORTS- Director Kuhn made a clarification to the third quarter financials.

Director Eby explained to the Board the grant awarded for Tanglewood and how the District plans to secure the matching funds.

Director Schuler answered Commissioner Behmer's questions in regard to the 2005 turnover rate. He also explained the PDRMA safety audit report and how he would like to strive for a level A status next time.

Commissioner Behmer made a request to view exempt and non exempt employees for merit increases.

EXECUTIVE DIRECTOR'S REPORT- Executive Director Clark updated the Board on the Legislative Conference he attended in Washington, DC.

PRESENTATIONS- Vice President Leard presented the District's newest partner to the PAF program, Tri-Cities Soccer with a certificate, gift and welcome packet. Executive Director Clark also acknowledged the Plain Dirt Gardeners as one of the PAF program's newest affiliate.

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OLD BUSINESS –

- a. Policy Discussion-** Vice President Leard requested for the second reading of section 2.01 through 2.04 of the Administrative manual to be tabled until next month's meeting when all Commissioners are present. A motion was made by Elfstrom, seconded by Behmer to table the second reading. **A voice vote was taken and the motion passed unanimously.**
- b. Clark Island Renovation Project-** Director Eby gave a status report for this project. He feels this project is coming along nicely. The renovation project will be before the City Planning Commission tomorrow night. Director Eby provided the Board with an updated cost estimate. Commissioner Leard was surprised by the dollar amount of the project and lack of donations from the Kane County Forest Preserve. He also stressed his concern about not programming the baseball fields for park district use. President Callahan would like for the design professionals to look into ways to save money on this project. President Callahan entertained a motion to accept the revised plan and budget as presented and direct staff to proceed to bidding phase of said project. President Callahan wanted to note an addendum to the motion. He would like for Trotter and Associates to attempt to evaluate and communicate the cost estimates and for them to explain the costs in detail with direct correspondence to the Board and for staff to speak with BYB in regard to their donation for the lighting. **Motion was made by Elfstrom and seconded by Leard. The roll was called. Ayes: Elfstrom, Behmer and Callahan. Nays: Leard. Abstain: none. Absent: Burkitt. Motion Passed.**

NEW BUSINESS –

- a. Planning Update-** Director Eby updated the Board on ongoing projects around the area. Tomorrow night the park district will be before the planning commission for the Clark Island Renovation project. The park district is looking at getting a 30 foot bike path connection in the Prairie Commons subdivision just east of Kirk Road. The Mirador subdivision in North Aurora has now been sold to another developer. The new developer is supportive in making sure that the previous agreement made is followed through.
- b. Award of Contract- Grant Administration Staff-** This is an annual requirement. Laura Ross of Charles Schrader & Associates was at tonight's meeting looking for consideration to renew their contract with the park district. Staff is happy with the work Laura has done in the past. Most recently she has helped the park district obtain two OSLAD grants in the past two years totaling nearly \$700,000. President Callahan entertained a motion to award contract to Laura Ross of Schrader & Associates from Batavia, IL for grant administration services not to exceed \$22,000 for fiscal year 2006-07. **Motion was made by Elfstrom and seconded by Behmer. The roll was**

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called. Ayes: Elfstrom, Behmer, Leard and Callahan. Nays: none. Abstain: none. Absent: Burkitt. Motion Passed.

- c. IMRF Service Credit Policy Change-** Director Schuler explained this new benefit staff would like for the Board to consider for retirees. Staff is asking for the current policy on unused sick time upon retirement to be changed to offer the option of taking the unused days as paid time or being able to choose to opt for additional IMRF service time for their pension benefits. President Callahan entertained a motion to approve recommended change of Sick Time Personnel Policy #3.30.1 to include option for employee upon retirement to use unused sick time and convert to IMRF conversion as presented. **Motion was made by Behmer and seconded by Leard. The roll was called. Ayes: Behmer, Elfstrom and Callahan. Nays: Leard. Abstain: none. Absent: Burkitt. Motion Passed.**
- d. Capital Development Plan Update-** Before the Board tonight was an update of the CDP. Staff felt it was important to update the Board on completed projects and how they performed in accordance to time and budget. Staff also wanted to look and see what size bond issues might be needed in the future towards a second generation of this strategic plan. Commissioner Leard requested for staff to start a rolling five year plan starting with 2005-06. He would also like for an update of the ten year financial projection model.
- e. Banking/Investment Request for Proposals Update-** Director Kuhn explained to the Board that the park district has been with its current bank for several years and as part of the park district contractual protocol extend an RFP and bid for these services to gauge the current market for these professional services. Director Kuhn is currently working with Dave Phillips from Speer Financial to assist with the scope of services specifically in investment services the District should include in the RFP. The Board came to a consensus to allow staff to go to RFP with the Banking/Investment request upon legal counsel review.
- f. Website Design Update-** Before the Board tonight was an overview from Director Pellegrino of the new website design as well as a copy of the concept design of the Home page. President Callahan requested for the Board to have a chance to first interact with the website before the live launch. He feels this will help find any potential problems with the site before going live. Executive Director Clark informed the Board that staff would also be including those residents that were involved in the website survey last year a chance to interact with the new website as well before the live launch.

FOX VALLEY SPECIAL RECREATION ASSOCIATION- Executive Director Clark thanked Director Hill for making a bike path themed basket for the upcoming pork chop Dinner Raffle. The next Board meeting will be held next Monday night.

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ANY OTHER BUSINESS TO COME BEFORE THE BOARD- None.

EXECUTIVE SESSION- At 8:45 p.m., a motion was made by Leard and seconded by Behmer to adjourn into Executive Session to discuss Land Acquisition (2)(c)(5) and Personnel (2) (c) (1). Motion was made by Leard and seconded by Behmer. The roll was called. Ayes: Leard, Behmer and Callahan. Nays: Leard. Abstain: none. Absent: Burkitt and Elfstrom. Motion Passed.

Motion was made by Leard seconded by Behmer to reconvene the regular meeting at 9:35 p.m. A voice vote was taken and the motion passed unanimously.

ADJOURNMENT - With no further business before the Board, motion was made by Leard seconded by Behmer to adjourn the regular meeting at 9:35 p.m. A voice vote was taken and the motion passed unanimously.

Secretary, Board of Commissioners
Batavia Park District

Line prepared by
Deanna Kellum