

**BATAVIA PARK DISTRICT  
REGULAR BOARD MEETING MINUTES  
AUGUST 21, 2007- BARTHOLOMEW ROOM**

**CALL TO ORDER-** The regular meeting was called to order by Vice President Leard at 7:04 p.m.

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

**ROLL CALL-** Vice President Leard called for the roll. Commissioners' Behmer, Corken, Elfstrom and Leard were in attendance. Callahan was absent. Staff in attendance included Executive Director, Michael Clark; Director of Museum and Interpretative Services, Carla Hill; Director of Finance, Linda Straka; Director of Leisure Services, Jeff Clark and Director of Planning and Development, Jim Eby; Director of Parks and Properties, Eric Lacher; Director of Marketing and Public Relations, Allison Pellegrino. Also in attendance were Deanna Kellum, minute's recorder; Derke Price, Legal Counsel for the District; Mary Pellico, Human Resources and Risk Manager for the Park District; Elsa Pawlicki, Recreation Secretary for the Park District and Batavia resident, Ronald Johnston.

**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 July 17, 2007 Regular Board Meeting, July 17, 2007 Executive Session Meeting, the Approval of the Schedule of Paid and Unpaid Expenditures and 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, Corken, Leard and Callahan. Nays: none. Abstain: none. Absent: Behmer. Motion passed.**

**GUEST- MATTERS FROM THE PUBLIC-** None.

**MATTERS FROM COMMISSIONERS-** Vice President Leard made a statement in regard to the meeting that took place between the Park District, Mooseheart, City of Batavia and the School District. Now that the City and Mooseheart are in discussions regarding annexation, it looks as though the joint facilities project with the School District and Park District will begin moving in the right direction again.

**CORRESPONDENCE-** None.

**ANNOUNCEMENTS-** Director Pellegrino read the announcements.

1. U Pick 'Em Football Fantasy Game.
2. Mom & Son Night of fun, Monday, September 24 at 6:30 p.m.
3. Batavia Parks Foundation bags tournament, Saturday, September 29<sup>th</sup>.

**AFFILIATE REPORTS-** Before the Board tonight was a memo written by Park District Intern, James Ryan regarding the PAF Program. Director Clark elaborated further on how the PAF member recruitment has been going. At this time James has contacted five organizations and has received verbal confirmations from four of them. Although James'

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internship at the Park District has been completed; he has requested to see this project through to the end by volunteering his time.

**STAFF REPORTS-** Director Lacher requested for the public to be mindful of the turf conditions during this rainy weather. During wet weather it is easy to damage the athletic fields.

Commissioner Corken commented on the amount of graffiti there has been at the parks lately and asked when the Parks Watch Program will begin. Director Lacher explained the timeline. The program was launched in the Whisper's newsletter. The next step will be to deliver Park Watch packets to homes along each park.

Director Clark informed the Board of the cancellation of Poochapalooza due to the state-wide health department coming down on these types of events for health reasons. He also updated the Board on the Quarry's official last day and the special event the Quarry hosted for the first time this year, National Night Out. He stated that over 1,000 people attended the event making it a huge success. The Batavia Police Department has already requested to hold the event at the Quarry again next year. He also informed the Board of the decision to expand WCF one more night next year.

Director Eby put out an announcement to the public to be careful when using the paths around Clark Island. Due to the rising water the paths may be closed due to flooding.

Director Straka introduced the Park District's two newest full time employees. Human Resource and Risk Manager, Mary Pellico and Recreation Secretary, Elsa Pawlicki.

**EXECUTIVE DIRECTOR'S REPORT-** Executive Director Clark informed the Board of the Friends of the Riverwalk dissolving. All funds held by the organization will be incorporated into the Parks Foundation.

**PRESENTATIONS-** None.

**OLD BUSINESS –**

- a. Policy Discussion-** A first reading was done of section 2.11 of the Administrative Manual.
- b. Tanglewood Park Development-** Director Eby gave a status report. Due to the wet weather some days have been lost however; he feels the project will remain on track for a finish date in fall.
- c. Mill Creek Community Park Development-** Director Eby gave a status report. Plans have been submitted to Kane County Water Source for approval. September 25<sup>th</sup> will be the bid opening. The Park District is very excited about the extension of the path.
- d. Recreation Programming Analysis Report-** Director Clark highlighted the report before the Board tonight as well as some changes that will be made in regard to receiving evaluations and to the Kids Watch program. He also stated that communication with the Commissioners has improved with the installation of

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Commissioner Corken as a Board liaison to the Recreation Department.  
Commissioner Corken also feels this has been beneficial. She feels she has learned a lot from the experience as well as the Recreation Department from her.

**NEW BUSINESS –**

- a. **Planning Update-** Director Lacher brought several City Master Plan designs that are open for public review at this time for them to look over if they would like.
- b. **Resident Ron Johnston Easement Request-** Batavia resident Ron Johnston submitted a formal letter to the Board requesting an easement that would permit a curb cut and a paved driveway on a portion of the Park District's property at Conde Court turnaround. Vice President Leard entertained a motion to approve the easement of park district property to Ron Johnson as termed in a letter dated August 7, 2007 and direct legal counsel to develop legal papers to provide said easement. **Motion was made by Behmer and seconded by Corken. The roll was called. Ayes: Behmer, Corken, Elfstrom and Leard. Nays: none. Abstain: none. Absent: Callahan. Motion passed.** After both attorneys have met and legal documents are drawn up, they will be approved by the Board at a later date.
- c. **Ratify Change Order #2- Tanglewood Hills Park Development-** Vice President Leard entertained a motion to approve change order #2 for the Tanglewood Hills Park Development in the amount of \$5,038.17 with the stipulation of reimbursement by design and engineering vendors. **Motion was made by Elfstrom and seconded by Corken. The roll was called. Ayes: Elfstrom, Corken, Behmer and Leard. Nays: none. Abstain: none. Absent: Callahan. Motion passed.**
- d. **Award of Contract- Mill Creek Community Park Playground Equipment Purchase-** Vice President Leard entertained a motion to award contract to Let's Go Play, Inc. of Tinley Park, IL for the purchase of playground equipment for the Mill Creek Community Park in an amount not to exceed \$45,000. **Motion was made by Corken and seconded by Behmer. The roll was called. Ayes: Corken, Behmer, Elfstrom and Leard. Nays: none. Abstain: none. Absent: Callahan. Motion passed.**
- e. **Proceed to Bid- Mill Creek Community Park Development-** Bids will be ready for distribution on September 25<sup>th</sup> with a schedule to open bids on October 10<sup>th</sup> and approve bid on October 16<sup>th</sup>. Vice President Leard entertained a motion to proceed to bid for the development of the Mill Creek Community Park in accordance with the District's project approval model matrix. **Motion was made by Elfstrom and seconded by Behmer. The roll was called. Ayes: Elfstrom, Behmer, Corken and Leard. Nays: none. Abstain: none. Absent: Callahan. Motion passed.**
- f. **Proceed to Bid- Fox Trail Playground Replacement-** Vice President Leard entertained a motion to proceed to bid for the playground replacement of the Fox Trail Park playground in accordance with the District's project approval model matrix. **Motion was made by Elfstrom and seconded by Corken. The roll was**

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**called. Ayes: Elfstrom, Corken, Behmer and Leard. Nays: none. Abstain: none. Absent: Callahan. Motion passed.** Vice President Leard entertained a motion to purchase playground equipment for the Fox Trail Park playground from Play and Park Structure for an amount not to exceed \$15,000. **Motion was made by Corken and seconded by Behmer. The roll was called. Ayes: Corken, Behmer, Elfstrom and Leard. Nays: none. Abstain: none. Absent: Callahan. Motion passed.**

**FOX VALLEY SPECIAL RECREATION ASSOCIATION-** Executive Director Clark recently attended the annual fund raiser, Tee Up for Downs. The fund raiser raised \$25,000.

**ANY OTHER BUSINESS TO COME BEFORE THE BOARD-** Legal Counsel Price informed the Board that effective August 17<sup>th</sup> Board members are now allowed to talk to each other in twos about park business. Two Board members talking about park business will no longer constitute as a meeting and will not violate the open meetings act.

**EXECUTIVE SESSION-** At 8:10 p.m. **motion was made by Behmer and seconded by Corken to adjourn into Executive Session to discuss Land Acquisition (2)(c)(5). A voice vote was taken and the motion passed unanimously.**

**Motion was made by Behmer seconded by Corken to reconvene the regular meeting at 8:38 p.m. A voice vote was taken and the motion passed unanimously.**

**ADJOURNMENT -** With no further business before the Board, **motion was made by Behmer, seconded by Corken to adjourn the regular meeting at 8:38 p.m. A voice vote was taken and the motion passed unanimously.**

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Secretary, Board of Commissioners  
Batavia Park District

Line prepared by  
Deanna Kellum