

**BATAVIA PARK DISTRICT  
REGULAR BOARD MEETING MINUTES  
SEPTEMBER 18, 2007- BARTHOLOMEW ROOM**

**CALL TO ORDER-** The regular meeting was called to order by President Callahan at 7:03 p.m.

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

**ROLL CALL-** President Callahan called for the roll. Commissioners' Behmer, Corken, Leard and Callahan were in attendance. Elfstrom 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; Laurie DeFazio of Knutte and Associates.

**ITEMS REMOVED/ADDED/CHANGED ON AGENDA-** None.

**CONSENT AGENDA-** President Callahan entertained a motion to approve the Consent Agenda which included approval of the minutes from the August 21, 2007 Regular Board Meeting, August 21, 2007 Executive Session Meeting, the Approval of the Schedule of Paid and Unpaid Expenditures and the Treasurer's Report. **Motion was made by Corken and seconded by Behmer to approve the Consent Agenda as presented. The roll was called. Ayes: Corken, Behmer and Leard. Nays: none. Abstain: Callahan. Absent: Elfstrom. Motion passed.**

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

**MATTERS FROM COMMISSIONERS-** None.

**CORRESPONDENCE-** First, was a letter from Cheryl and Bill Pierson of the Illinois State Championship Chili Cookoff submitting a check to the Teen Center for \$943.00. Second, was a letter from Chief of Police Gary Schira thanking the Park District for co-sponsoring Batavia National Night Out Against Crime. All correspondence will be placed on file accordingly.

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

1. U Pick 'Em Football Fantasy Game.
2. 100 year celebration for the Batavia Depot Museum train caboose will be held on September 23 from noon until 4:00 p.m.
3. The Batavia Parks Foundation bags tournament will be held Saturday, September 29<sup>th</sup>.

**AFFILIATE REPORTS-** Before the Board tonight was the Batavia Parks Foundation August 26, 2007 board minutes.

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**STAFF REPORTS-** Director Lacher updated the Board on the Park Watch Program. He showed the Board a sample of the new Park Watch signs that will be displayed at each park entrance as well as the new Park Watch decals that will be placed on every Park District vehicle.

**EXECUTIVE DIRECTOR'S REPORT-** Executive Director Clark brought to the Board's attention the IAPD Park Code Book placed before them tonight.

**PRESENTATIONS-**

- a. **Annual Audit Final Report-** Laurie DeFazio of Knutte and Associates gave an overview of the annual audit report. Laurie was pleased to announce that the Park District was given an unqualified opinion. She then highlighted several areas of the report. Only minor items were found by the auditors. The auditors felt the Park District was fiscally responsible to their budget.

**OLD BUSINESS –**

- a. **Policy Discussion-** A first reading was completed of section 2.12-12.12.13 of the Administrative Manual. A second reading of section 2.11 of the Administrative Manual was tabled for next month's Board Meeting.
- b. **Tanglewood Park Development-** Director Eby gave a status report. Before the Board tonight was pictures of the development. The stage has been completed to the amphitheater. All the soft service paths have been completed. The parking lot pavers are to be installed later this week.
- c. **Mill Creek Community Park Development-** Director Eby gave a status report. Staff will be going out to bid for the park development on September 25<sup>th</sup>. Bids will be opened on October 10<sup>th</sup> and approval will be sought at the October Board meeting.

**NEW BUSINESS –**

- a. **Planning Update-** Director Lacher will bring the City Master Plan design that has been chosen to next month's Board meeting.
- b. **Clark Island Storm Damage-** Executive Director Clark and Director Eby updated the Board on the amount of damage experienced due to the recent floods at the newly renovated Clark Islands. Staff is looking into options for recovering costs. At this time it looks as though the Park District will be able to claim some of the loss to their builder's risk insurance as well as possibly filing with FEMA.
- c. **Approval of Annual Audit Report-** President Callahan entertained a motion to approve the Annual Audit Report for the Batavia Park District for Fiscal year 2006-07 and direct staff to file report accordingly with the County Clerk's office and Illinois Comptroller's Office per the requirements of the Illinois Park District Code. **Motion was made by Behmer and seconded by Leard. The roll was called. Ayes: Behmer, Leard, Corken and Callahan. Nays: none. Abstain: none. Absent: Elfstrom. Motion passed.**

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- d. Award of Contract- Fox Trail Park Playground Installation-** President Callahan entertained a motion to award contract to George's Landscaping of Joliet, IL for the installation of the playground equipment at Fox Trail Park for an amount not to exceed \$31,000. **Motion was made by Corken and seconded by Behmer. The roll was called. Ayes: Corken, Behmer, Leard and Callahan. Nays: none. Abstain: none. Absent: Elfstrom. Motion passed.**
- e. Recreation SWOT Research Proposal-** President Callahan brought before the Board a proposal from Design Perspective to assist with development of long range plans for the Park District. Executive Director was concerned with moving forward with the hiring of the company since this was not previously budgeted for. President Callahan assured him the Board would provide a budget subsidiary. President Callahan entertained a motion to hire Design Perspective of Naperville, IL for strategic planning for an amount not to exceed \$18,500. **Motion was made by Behmer and seconded by Leard. The roll was called. Ayes: Behmer, Leard, Corken and Callahan. Nays: none. Abstain: none. Absent: Elfstrom. Motion passed.**

**FOX VALLEY SPECIAL RECREATION ASSOCIATION-** Executive Director Clark invited the Board to the annual awards banquet to be held Friday, September 21<sup>st</sup>. He also informed the Board that South Elgin has been approved to join FVSRA. Executive Director Clark has been appointed to be on the Strategic Planning Committee for FVSRA. He informed the Board that FVSRA has been reviewing their mission statement, vision and values.

**ANY OTHER BUSINESS TO COME BEFORE THE BOARD-** None.

**EXECUTIVE SESSION-** At 8:01 p.m. **motion was made by Leard 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 Leard to reconvene the regular meeting at 8:51 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 Corken to adjourn the regular meeting at 8:51 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