

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
SEPTEMBER 19, 2006- BARTHOLOMEW ROOM**

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

ROLL CALL- President Callahan called for the roll. Commissioners' Corken, Elfstrom, Leard and Callahan were in attendance. Commissioner Behmer would later attend at 7:18 p.m. Staff in attendance was Executive Director, Michael Clark; Director of Planning and Development, Jim Eby; Director of Finance, Linda Straka; Director of Parks and Properties, Eric Lacher; Director of Marketing and Public Relations, Allison Pellegrino; Director of Leisure Services, Jeff Clark; Director of Museum and Interpretative Services, Carla Hill. Also in attendance was Legal Counsel Price, Deanna Kellum minute's recorder, Britta McKenna from Batavia MainStreet, Randy Recklaus and Noel Basquin from the City of Batavia, Dave Phillips of Speer Financial and two representatives of the press.

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

ITEMS REMOVED/ADDED/CHANGED ON AGENDA- Executive Director Clark requested to move Presentation item 13b to New Business item 15g due to the arrival of Dave Phillips of Speer Financial. **Motion was made by Elfstrom and seconded by Leard to change the agenda. A voice vote was taken and the motion passed unanimously.**

CONSENT AGENDA- President Callahan entertained a motion to approve the Consent Agenda which included approval of the minutes from the August 24, 2006 Regular Board Meeting, August 24, 2006 Executive Session, the Approval of the Schedule of Paid and Unpaid Expenditures and the Treasurer's Report. **Motion was made by Elfstrom and seconded by Corken to approve the Consent Agenda as presented. The roll was called. Ayes: Elfstrom, Corken and Leard. Nays: none. Abstain: Callahan. Absent: Behmer. Motion passed.**

GUEST- MATTERS FROM THE PUBLIC- None.

MATTERS FROM COMMISSIONERS- None.

CORRESPONDENCE- President Callahan acknowledged the following correspondence. First, a letter from Batavia MainStreet requesting a special use permit to serve alcohol at an event being held on park district property. Second, was an outgoing correspondence from Executive Director Clark to Batavia MainStreet regarding their request.

ANNOUNCEMENTS- Director Pellegrino read the announcements.

1. Batfest will be held October 28th at the Riverwalk from 10:00 a.m. to 3:00 p.m.
2. Saturday, October 20th will be the Fall Middle School Lock-in at Shannon Hall.
3. October 19th at 7 p.m. at the Peg Bond Center will be ghost stories read by Diane Ladley around a campfire.

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AFFILIATE REPORTS- None. Executive Director Clark, along with Director Jeff Clark, will be sending out reminders to all Affiliates to submit reports/updates and to invite them to come to any upcoming Board meetings.

STAFF REPORTS- Director Eby placed before the Board tonight a packet for each member to look over prior to the Board Retreat. He asked for the Board to call him prior to the meeting with any question.

EXECUTIVE DIRECTOR'S REPORT- Executive Director Clark introduced Linda Straka, the new Finance Director replacing Director Kuhn when she retires in February.

He reminded the Board to submit any changes to the Annual Board Retreat Agenda to him by tomorrow.

PRESENTATIONS-

- a. **City of Batavia Bridge Committee-** At tonight's meeting was Britta McKenna, Randy Recklaus and Noel Basquin of the City of Batavia. They presented the Board with the new Donovan Bridge re-construction plans and how they will have an effect on park district property. They also informed the Board of the City's plans to try and limit the negative exposure during the ten months of construction by offering a number of activities as well as a mascot for the project. They hope to draw residents to the downtown area during this time. At this time the only concern of the park district will be the detouring of the bike path. President Callahan thanked the Bridge Task Force for coming out to tonight's meeting.
- b. **District Financial Outlook & Bonding Models-** This item has been moved to New Business 15g.

OLD BUSINESS –

- a. **Policy Discussion-** No update.
- b. **Clark Island Renovation Project-** Director Eby updated the Board on this project. The old suspension bridge has now been dismantled and placed in storage with the City. The bike park equipment will be delivered next Tuesday and will take approximately three days to install. They hope to have the bike park open by Friday. Director Eby requested for the public to please be patient and not use the park until it has been completed and officially open to the public.
- c. **Award of Contract- District Banking and Investment Services-** Director Straka updated the Board on her recommendations for the park district banking services. At this time she has narrowed it down to Chase and Harris. She is requesting more time so she may interview each and see if there are any changes to their RFPs since submitting them six months ago. She has made the recommendation to stay with IPDLAF for investing. She feels it is a good fit for now but will continue to monitor the investments as more funds come in the future. Direction was given by the Board to write an official investment strategy as well as a spreadsheet showing what each bank will be providing.

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- d. **District Goals and Tactics-** Executive Director Clark placed this on tonight's agenda to refresh the Board on them. He has requested for the Board to read over them and be prepared for discussion at the upcoming Board retreat.

NEW BUSINESS –

- a. **Planning Update-** Director Lacher updated the Board on the past Planning Commission meeting. The last meeting was for the study group looking into the vehicle and pedestrian flow. The second study group meeting will be held tomorrow night.
- b. **Award of Bid- 15 Passenger Bus CIP Purchase-** Director Lacher updated the Board on the bid. Bid opening was held on September 12th with six companies participating. Commissioner Behmer inquired on why the park district needs a bus. Director Lacher explained the history of park district buses and that this is a CIP purchase. He also explained the usage of park district buses and how owning makes for a safe and cost effective means of transportation for many programs. **Motion was made by Elfstrom and seconded by Corken to award the bid for the purchase of a 15 passenger bus vehicle to Illinois Bus Sales from Des Plaines, IL for an amount not to exceed \$45,290. The roll was called. Ayes: Elfstrom, Corken and Leard. Nays: Behmer. Abstain: none. Absent: none. Motion passed.**
- c. **Award of Bid- Brush Chipper CIP Purchase-** Director Lacher updated the Board on the bid. He explained that there was a lower bidder than the one being recommended by staff tonight, however they were not a qualified bidder. **Motion was made by Elfstrom and seconded by Behmer to award the bid for the purchase of a brush chipper to Vermeer of Aurora, IL for an amount not to exceed \$30,899. The roll was called. Ayes: Elfstrom, Behmer, Corken and Leard. Nays: none. Abstain: none. Absent: none. Motion passed.**
- d. **Recreation Programming Quarterly Draft Report-** Executive Director Clark explained to the Board the goal of this report and acknowledged Director Jeff Clark and staff for their time and effort on this project. Director Jeff Clark further explained the importance of this report and how it helps recreation staff make decisions on programming and pricing. This report is just a template for now but staff hopes to build it as the report and data evolves. The Board felt this was a big step in the right direction. The Board requested for the following three items to be focused on at the upcoming retreat:
 - 1. How to improve program evaluation returns
 - 2. Pricing
 - 3. Cancelled programs
- e. **Parks Watch Draft Report-** The draft before the Board tonight was completed by the Parks Watch Task Force which includes the following staff members: Allison Pellegrino, Eric Lacher and Jim Schuler. Director Lacher explained to the Board the proactive measures the park district would take in dealing with vandalism at the parks. Each goal in the implementation plan was discussed as well as the implementation schedule. Executive Director Clark would like to tie the Parks Watch Program in with the PAF Program. Commissioner Corken asked if it would

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be feasible to take the program to the schools to get the kids involved. The task force will look into this possibility.

- f. Approval of Ordinance #248-** Legal Counsel Price explained the Ordinance. This was an agreed upon process by the school district and park district at the last joint board meeting. By passing this ordinance both the school district and park district will have the authorization to begin negotiations for the acquisition of the Mooseheart Property. **Motion was made by Behmer and seconded by Leard to approve Ordinance #248, an ordinance authorizing the acquisition of real property by negotiation or condemnation for parks. The roll was called. Ayes: Behmer, Leard, Elfstrom, Corken and Callahan Nays: none. Abstain: none. Absent: none. Motion passed.**
- g. District Financial Outlook & Bonding Models-** At tonight's meeting was Dave Phillips of Speer Financial. He came before the Board tonight to explain the park district's bonding levels and financial outlook. Before the Board tonight was a full report and modeling to help assist in setting funding strategies for upcoming large land acquisitions and development projects.

FOX VALLEY SPECIAL RECREATION ASSOCIATION- Executive Director Clark attended the Annual Awards Banquet recently and wanted to thank FVSRA staff for a job well done. He finds the award banquet to be very gratifying, especially when you see the looks on the participants facing when receiving their awards. The next FVSRA meeting will be held next Monday. Before the Board next month should be the FVSRA budget.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD- None.

EXECUTIVE SESSION- At 8:55 p.m., a motion was made by Elfstrom and seconded by Leard to adjourn into Executive Session to discuss Land Acquisition (2)(c)(5). The roll was called. Ayes: Elfstrom, Leard, Behmer, Corken and Callahan. Nays: none. Abstain: none. Absent: none. Motion Passed.

Motion was made by Corken 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 Corken seconded by Behmer to adjourn the regular meeting at 9:36 p.m. A voice vote was taken and the motion passed unanimously.**

Secretary, Board of Commissioners
Batavia Park District

Line prepared by
Deanna Kellum