

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
OCTOBER 16, 2007- BARTHOLOMEW ROOM**

CALL TO ORDER- The regular meeting was called to order by Vice President Leard at 7:03 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 would attend at 8:33 p.m. 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; Parker Johnson, Legal Counsel for the District; BHS cheerleaders and Bill Scapin.

ITEMS REMOVED/ADDED/CHANGED ON AGENDA- Executive Director Clark requested to table New Business item 15b Annual Operations Report- Hall Quarry Beach. He also requested to add the City of Batavia to item 10 Affiliate Reports and BHS Cheerleader's to item 6 Guests- Matters From The Public. **A voice vote was taken to accept the agenda as amended. Motion passed.**

CONSENT AGENDA- Vice President Leard entertained a motion to approve the Consent Agenda which included approval of the minutes from the September 18, 2007 Regular Board Meeting, September 18, 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, Behmer, Corken and Leard. Nays: none. Abstain: none. Absent: Callahan. Motion passed.**

GUEST- MATTERS FROM THE PUBLIC- At tonight's meeting was the BHS cheerleaders looking for support from the community as they try to raise money for the Elder Day Center as part of a community project.

MATTERS FROM COMMISSIONERS- None.

CORRESPONDENCE- First, was a letter from Virginia Karsteen regarding a portion of the bike path in need of repair. Second, was outgoing correspondence from Executive Director Clark to Virginia Karsteen regarding her letter. Third, was a letter from Katharyn Hoffman regarding the naming of the dog park. Fourth, was a letter from the DuKane Valley Council Board of Directors regarding the vote to dissolve the DuKane Valley Council. Fifth, was a letter from the Chamber of Commerce regarding the Park District's membership. Sixth, was a letter from the Illinois Department of Natural Resources regarding the FY 2008 OSLAD/LWCF Grant Application for Prairie and Lathem Park. Seventh, was a letter from IAPD regarding the Distinguished Agency Award. All correspondence will be placed on file accordingly.

ANNOUNCEMENTS- Director Pellegrino read the announcements.

1. October 27 will be Batfest down at the Riverwalk.
2. Fall Middle School Lock-in will be held October 19th at Shannon Hall.
3. Play U Pick 'Em Football Fantasy Game on the Batavia Park District website.
4. October 18 at 7 p.m. at the Peg Bond Center will be scary ghost stories told by Linda Gorham.

AFFILIATE REPORTS- In tonight's Board packet was an update on the PAF membership drive. The City of Batavia came before the Board tonight to show a presentation of their new comprehensive plan.

STAFF REPORTS- Director Hill informed the Board of the upcoming event at the Museum. Author Jason Emerson will be giving a presentation on letters written by Mary Todd Lincoln, Sunday from 1:00- 2:30 at the Museum.

Director Lacher updated the Board on the new Park Watch Program. Calls have been coming in to the tip line. One call was in regard to having recommended age limits for each piece of playground equipment. Director Lacher's staff will be placing stickers at each park stating the age recommendation for each piece of playground equipment.

Director Straka brought to the Board's attention the memo regarding the Park District's health plan. The increase for health insurance will be 9%. It is her recommendation to stay with the current coverage and the PPO/HMO plan.

EXECUTIVE DIRECTOR'S REPORT- No update since the last EDR.

PRESENTATIONS-

- a. **IAPD 10 Year Service Anniversary- Patrick Callahan-** Executive Director Clark presented President Callahan with a plaque commemorating his 10th year as Commissioner with the Batavia Park District.
- b. **Bill Scapin- Batavia Parks Foundation Board Member Recognition-** Executive Director Clark presented Bill Scapin with a plaque, recognizing his efforts for serving as a founding member in the formation of the Parks Foundation.

OLD BUSINESS –

- a. **Policy Discussion-** A second reading was completed of section 2.11 of the Administrative Manual. Approval has been tabled for next month's Board Meeting. A second reading of Administrative Manual section 2.12-2.12.13 was also completed. Vice President Leard entertained a motion to approve section 2.12-2.12.13 of the Administrative Manual. **Motion was made by Elfstrom, seconded by Corken. The roll was called. Ayes: Elfstrom, Corken, Behmer and Leard. Nays: none. Abstain: none. Absent: Callahan. Motion passed.**
- b. **Tanglewood Park Development-** Director Eby gave a status report. This project is very close to being finished. The playground equipment, safety surface and all the paths are completed. About 98% of all plant material is in. The grass is starting to germinate. The neighbors are very pleased with the site.
- c. **Mill Creek Community Park Development-** Director Eby gave a status report. Bid opening was on October 10th. Later tonight the Board will award the contract.

- d. **Clark Island Storm Damage-** The Illinois Emergency Management Company deemed this area a disaster so the Park District does qualify for FEMA relief. The paperwork has been submitted. The park is safe to use. The majority of the debris cleanup was done in house.
- e. **Recreation SWOT Analysis Initiative-** Commissioner Corken gave an overview of the meeting Executive Director Clark, along with Director Clark and Commissioner Corken had with Design Perspectives for a kick off meeting. Director Clark stated his desired outcomes that he would like to see culminate from the hiring of Design Perspectives. Executive Director Clark feels Design Perspectives brought a lot of insight and is looking forward to the process. He feels the timing is relevant to the strategic plans and goals. A recommendation will be made by the end of December or beginning of January.

NEW BUSINESS –

- a. **Planning Update-** No further update.
- b. **Annual Operations Report- Hall Quarry Beach-** This item was tabled for next month's Board Meeting per Executive Director Clark's request.
- c. **Summer 2007 Recreation Programming Analysis-** Director Clark highlighted the report. Also replied to various questions from the Board.
- d. **Award of Contract- Mill Creek Community Park Development-** Vice President Leard entertained a motion to award contract to M.I.C Inc. of Batavia, IL for the development per plans of the Mill Creek Community Park Site for an amount not to exceed \$670,899.70. **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.**
- e. **Approval of the FY 2008-09 Tax Levy Projections-** Director Straka explained to the Board that this is the first step to the annual levy process. The EAV growth has been about 8-12% within the past 10 years. It is Director Straka's recommendation to request a level of 20%. She will get the Truth in Taxation notice out and a public hearing will be conducted at next month's Board Meeting. **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.**
- f. **Approval of Budget Amendment 2007-01- use of 5-8 Fund Balance-** This amendment will allow for staff to make necessary ADA compliant improvements to Park District facilities. Vice President Leard entertained a motion to approve Budget Amendment 2007-01 as presented. **Motion was made by Elfstrom and seconded by Corken. The roll was called. Ayes: Elfstrom, Corken, Behmer and Leard. Nays: none. Abstain: Callahan. Absent: none. Motion passed.**
- g. **Approval of Budget Amendment 2007-02- Recreation SWOT Analysis Funding-** Vice President Leard entertained a motion to approve Budget Amendment 2007-02 as presented. **Motion was made by Behmer and seconded by Callahan. The roll was called. Ayes: Behmer, Callahan, Corken, Elfstrom and Leard. Nays: none. Abstain: none. Absent: none. Motion passed.**
- h. **Approval of IAPD Annual Meeting Voting Credentials-** Commissioner Leard volunteered to be the designee for voting rights as a member of IAPD. Commissioner Behmer will be the alternate. Vice President Leard entertained a motion to appoint Commissioner Leard as the designee and Commissioner Behmer as alternate to represent the Batavia Park District as voting members during the Annual meeting of the Illinois Association of Park Districts. **Motion was made by Corken and seconded by Callahan. The roll was called. Ayes: Corken, Callahan,**

Behmer, Elfstrom and Leard. Nays: none. Abstain: none. Absent: none. Motion passed.

- i. Approval of Ordinance #263-** Vice President Leard entertained a motion to approve Ordinance #263- an ordinance authorizing the acquisition of real property by negotiation or condemnation for parks. **Motion was made by Corken and seconded by Elfstrom. The roll was called. Ayes: Corken, Elfstrom, Behmer, Callahan and Leard. Nays: none. Abstain: none. Absent: none. Motion passed.**

FOX VALLEY SPECIAL RECREATION ASSOCIATION- Executive Director Clark will be attending a strategic planning meeting prior to the next regular scheduled meeting Monday night.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD- None.

EXECUTIVE SESSION- At 8:40 p.m. motion was made by Callahan and seconded by Behmer 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 9:34 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 Leard to adjourn the regular meeting at 9:34 p.m. A voice vote was taken and the motion passed unanimously.

Secretary, Board of Commissioners
Batavia Park District

Line prepared by
Deanna Kellum