

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
NOVEMBER 20, 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. Commissioner 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 Sohr. Also in attendance were Deanna Kellum, minute's recorder; Derke Price, Legal Counsel for the District; Andrea Hatzinger, Facility Manager and Hayden Howes, Park District Intern.

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 October 16, 2007, Regular Board Meeting, October 16, 2007 Executive Session Meeting, the November 3, 2007 Special Board 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- None.

MATTERS FROM COMMISSIONERS- None.

CORRESPONDENCE- First, was a letter from Executive Director Clark to Steve Persinger thanking him for his services as the Park District's Distinguished Agency Mentor. Second, was outgoing correspondence from Executive Director Clark to Steve Scholten, Fred Hohnke, Ray Morrill, Jeff Nehila and Mike Adams for evaluating the Park District for the Distinguished Agency Award. Third, was a letter from Cheryl Smith thanking the Park District for the programs he children enjoy. Fourth, was an evaluation from Margie Goliak complimenting the Park District on for the Kids Watch Program. Fifth, was an outstanding evaluation from Laura Milhousen regarding the Wednesday's Drop and Play. All correspondence will be placed on file accordingly.

ANNOUNCEMENTS- Director Sohr read the announcements.

1. Celebration of Lights Festival will be held Sunday, November 25th at the Riverwalk
2. Register to have Santa call your little one on December 12th between 5:30- 7:30 p.m.
3. Breakfast with Santa will be held on Saturday, December 8th at 8:30 a.m., inside Shannon Hall.

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AFFILIATE REPORTS- None. Members of the Parks Foundation were scheduled to be at tonight's meeting but due to scheduling conflicts they were not able to attend. They hope to be able to attend next month's board meeting.

STAFF REPORTS- Director Sohr was happy to announce that the Park District was given an honorable mention by the Kane County Chronicle for the "Color My Chronicle" contest. The newspaper stand will remain on display at the Chronicle.

EXECUTIVE DIRECTOR'S REPORT- Executive Director Clark stated that he was working with the land planner for the Mooseheart property. He is also working with Design Perspectives on the facility survey. They were able to mail out the community survey last week. Executive Director Clark encouraged the public to attend the open house that will be held on December 3rd at 7:30 p.m. at the Civic Center Bartholomew Room.

PRESENTATIONS-

- a. **Annual Operations Report- Hall Quarry Beach-** Facility Manager, Andrea Hatzinger gave a brief overview of this past season at the Quarry. She received a lot of good feedback regarding customer service and cleanliness which she thanked the new Quarry Manger, Jim Doyle for. Commissioner Behmer had a question regarding the marketing plan for the Quarry. Director Sohr explained that there are limited funds for marketing for the Quarry and many issues that are out of the Park District's control such as water clarity and temperature that hinder marketing the Quarry properly. Andrea stated that it is hard to compare the Quarry with any other 'like' facilities because there are no 'like' facilities around the area. Commissioner Leard feels the numbers show that the Park District patrons are voting with their feet and that the Park District needs to deal with this issue very soon.
- b. **Illinois Distinguished Agency Award-** Executive Director Clark explained to the Board that the Park District had hosted the joint association state audit team to conduct an audit to evaluation the Park District on the set state criteria within the Distinguished Agency Award Program. He was proud to announce that the Park District passed the audit with a score of 492 points out of a possible 500. He congratulated staff for their hard work in preparing for this award. The Park District will be formally recognized at State Conference in January. The Board congratulated Executive Director Clark and staff for their accomplishment.

OLD BUSINESS –

- a. **Policy Discussion-** A second reading was done of section 2.11 of the Administrative Manual. Vice President Leard entertained a motion to approve Section 2.11 of the Administrative Manual as presented. **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.**

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- b. Tanglewood Park Development-** Director Eby gave a status report. Before the Board tonight were pictures Director Eby took of the area to show the Board how the project progressed. The park is open and ready for use. A dedication will be scheduled for spring of 2008. The neighbors are very delighted.
- c. Mill Creek Community Park Development-** Director Eby gave a status report. This is a second generation CDP project and also a grant project. Contractor MIC has already begun working on the 30 acre site. The trees have been removed and excavating has commenced. Stone for the paths should be in next week. Commissioner Leard thanked Shodeen for their financial support with this park site.
- d. Clark Island Storm Damage-** Director Lacher gave a status report. He feels things are looking good. His staff has been working on the ball field and access road to it. They did some tree trimming and debris clean up around the edge of the island. He is still working with PDRMA and FEMA for funding relief. Commissioner Leard asked if he thought the field would be ready for spring use. Director Lacher stated that he plans to give it his best effort to get a good germination before the beginning of baseball season so it can be used.
- e. Recreation/Facility Development SWOT Analysis Initiative-** Executive Director Clark and staff will be meeting with the consultants next Monday. One thousand surveys were mailed out last week. An open house will be held on December 3rd at the Civic Center Bartholomew Room at 7:30 p.m. Commissioner Leard pleaded for the public to attend. Commissioner Behmer requested for Executive Director Clark to give the Board weekly updates on the formal work being done.

NEW BUSINESS –

- a. Planning Update-** No further update.
- b. Approval of Ordinance #264- FY 2008-09 Tax Levy Request-** Director Straka explained the ordinance to the Board. At last month's Board meeting the Board approved a 20% tax levy. She stated that she was comfortable that the Park District captured the new growth and projections. Vice President Leard entertained a motion to approve Ordinance # 264, an ordinance approving the levy request for the Batavia Park District for Fiscal Year 2008-09 as presented and direct staff to file accordingly with the Kane County Clerk's Office. **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.**
- c. Approval of Intergovernmental Agreement- City of Batavia- NICOR Bike Path-** Director Eby explained. This agreement will provide a license agreement with NICOR allowing us to put a bike path on their property. Vice President Leard entertained a motion to approve the intergovernmental agreement with the City of Batavia for the license agreement and transfer of ownership of the NICOR easement bike path as presented. **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.**

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- d. Approval of Ordinance #265- Declaration of Surplus Property-** Vice President Leard entertained a motion to approve Ordinance #265, an ordinance declaring certain property of the District as surplus in accordance with the District's governance policy and requirements of the Illinois Park District Code as presented. **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. Ratify Change Order # 3- Tanglewood Hills Park Development-** Director Eby explained that a section of drain tiles had to be replaced. The drain tiles were disturbed when installing the path. Vice President Leard entertained a motion to ratify change order #3 at Tanglewood Hills Park Development for an amount not to exceed \$225.00. **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 will be attending a strategic planning meeting next week. Carolyn Nagel has notified Executive Director Clark regarding the approval of the plans for an ADA family accessible bathroom/locker room for the Quarry. At next month's Board meeting will be the joint agreement for South Elgin Park District. South Elgin is the newest member of the FVSRA.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD- None.

EXECUTIVE SESSION- At 8:05 p.m. **motion was made by Behmer and seconded by Elfstrom to adjourn into Executive Session to discuss Land Acquisition (2)(c)(5). The roll was called. Ayes: Behmer, Elfstrom, Corken and Leard. Nays: none. Abstain: none. Absent: Callahan. Motion passed.**

Motion was made by Corken seconded by Behmer to reconvene the regular meeting at 9:37 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 9:37 p.m. A voice vote was taken and the motion passed unanimously.**

Secretary, Board of Commissioners
Batavia Park District

Line prepared by
Deanna Kellum