

**BATAVIA PARK DISTRICT  
REGULAR BOARD MEETING MINUTES  
FEBRUARY 17, 2009- BARTHOLOMEW ROOM**

**CALL TO ORDER- REGULAR BOARD MEETING-** The regular board meeting was called to order by President Callahan at 7:02 p.m.

**ROLL CALL-** President Callahan called for the roll. Commissioners' Behmer, Corken Tilmon, Leard and Callahan were in attendance. Staff in attendance included Executive Director, Michael Clark; Director of Finance, Linda Straka; Director of Museum and Interpretative Services, Carla Hill; Director of Parks and Properties, Eric Lacher and Director of Planning and Development, Jim Eby and Director of Leisure Services, Jeff Clark. Also in attendance was Legal Counsel Parker Johnson, Parks Department employee Alex Macias and minute taker, Deanna Kellum.

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

**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 January 20, 2009 Regular Board Meeting, January 20, 2009 Executive Session, Approval of the Paid and Unpaid Expenditures and the Treasurer's Report as presented. **Motion was made by Leard and seconded by Behmer to approve the Consent Agenda as presented. The roll was called. Ayes: Leard, Behmer, Corken, Tilmon and Callahan. Nays: none. Abstain: none. Absent: none. Motion passed.**

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

**MATTERS FROM COMMISSIONERS-** Commissioner Leard discussed a seminar he attended while at conference regarding where park districts should be placing their funds. He wanted to point out that the Batavia Park District has funds in the liquid asset fund specifically for park districts where they have not lost money. He feels the Park District is very conservative and well protective during these volatile times.

President Callahan stated that the Park District's attorney has met with the Ducoff Family's attorney regarding their questions about their property.

President Callahan announced there will be monthly community engagement meetings held at the Park District to discuss the future recreation facility. Each month will be a new topic regarding this subject. The first meeting will be held March 17 at 6:00 p.m. located at the Civic Center Bartholomew Room.

Commissioner Tilmon encouraged the public to attend and share their thoughts.

**CORRESPONDENCE-** President Callahan acknowledged the following correspondence.

**BATAVIA PARK DISTRICT  
REGULAR BOARD MEETING MINUTES  
FEBRUARY 17, 2009- BARTHOLOMEW ROOM**

1. Outgoing correspondence from the Park District reminding residents of the upcoming Daddy Daughter Date Night.
2. Incoming correspondence from Dan Donohue thanking the park district for sponsoring his family for the Daddy Daughter Date Night.
3. Letter from PDRMA congratulating the Park District on their 2008 Loss Control Award.

All correspondence will be placed on file.

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

1. Annual Easter Egg hunt will be held on Saturday, April 4<sup>th</sup> at 10:00 a.m. at Prairie Path Parka.
2. Batavia Parks Foundation Toss for a Cause will be held on Saturday, February 28 at 6:30 p.m. located at the ESCC.
3. Hall Quarry pre season passes will be on sale from March 20- April 9.

**AFFILIATE REPORTS-** The Board acknowledged receipt of the Batavia Parks Foundation January 2009 minutes.

**STAFF REPORTS-** Director Eby announced to the Board that the Park District has received the IDNR Grant reimbursement check for the development of South Mill Creek.

Director Lacher updated the Board on the skating conditions at Depot Pond. He also introduced the newest Park Tech II employee, Alex Macias.

**EXECUTIVE DIRECTOR'S REPORT-** No update.

**PRESENTATIONS-** None.

**OLD BUSINESS –**

- a. **Policy Discussion-** A second reading of the District's Administrative Manual for sections 2.13.10 through 2.13.16 and sections 2.13.20, 2.13.22 and 2.13.23 was conducted. President Callahan entertained a motion to approve the Administrative Manual sections .13.10 through 2.13.16 and sections 2.13.20, 2.13.22 and 2.13.23 as presented. Motion was made by Tilmon, seconded by Leard. **The roll was called. Ayes: Tilmon, Leard, Behmer, Corken and Callahan. Nays: none. Abstain: none. Absent: none. Motion passed.**
- b. **Change in Professional Services Contract Prairie & Lathem Renovation Project-** Director Eby gave a brief overview. President Callahan wanted to know the original agreement date. The original agreement was dated June 7, 2007. President Callahan entertained a motion to approve the change request of professional services contract for the re-bid process of the Prairie and Lathem Renovation Project as presented. Motion was made by Corken, seconded by Behmer. **The roll was called. Ayes: Corken, Behmer, Leard and Callahan. Nays: Tilmon. Abstain: none. Absent: none. Motion passed.**

**BATAVIA PARK DISTRICT  
REGULAR BOARD MEETING MINUTES  
FEBRUARY 17, 2009- BARTHOLOMEW ROOM**

**NEW BUSINESS –**

- a. **Planning Update-** No update at this time.
- b. **Award of Bid- Prairie and Lathem Park Renovation- Landscaping-** Bid opening was held on February 3. Seven landscape contractors submitted bids. President Callahan entertained a motion to award bid for the landscaping scope of work in the renovation of Prairie and Lathem Park to George's Landscaping of Joliet, IL in the amount not to exceed \$239,363.25. **Motion was made by Tilmon, seconded by Behmer. The roll was called. Ayes: Tilmon, Behmer, Leard, Corken and Callahan. Nays: none. Abstain: none. Absent: none. Motion passed.**
- c. **Award of Bid- Prairie and Lathem Park Renovation- Paving-** Bid opening was held February 3. Eleven paving contractors submitted bids. President Callahan entertained a motion to award bid for the paving scope of work in the renovation of Prairie and Lathem Park to Evans and Sons Blacktop of West Chicago, IL for an amount not to exceed \$163,900.00. **Motion was made by Behmer, seconded by Tilmon. The roll was called. Ayes: Behmer, Tilmon, Leard, Corken and Callahan. Nays: none. Abstain: none. Absent: none. Motion passed.**
- d. **Award of Bid- Prairie and Lathem Park Renovation- Fencing-** Bid opening was held February 3. Six Fence contractors submitted bids. President Callahan entertained a motion to award bid for the fencing scope of work in the renovation of Prairie and Lathem Park to Pro-Fence Inc of Elgin, IL for an amount not to exceed \$92,586.00. **Motion was made by Corken, seconded by Behmer. The roll was called. Ayes: Corken, Behmer, Tilmon, Leard, and Callahan. Nays: none. Abstain: none. Absent: none. Motion passed.**
- e. **Approval of Code of Conduct Ordinances Renewal-** Executive Director Clark stated it had been three years since the Park District reviewed the Code of Conduct Ordinance. Legal Counsel has reviewed the ordinances and feels no revisions are necessary at this time. President Callahan entertained a motion to renew approval of the Park Code of Conduct Ordinances as presented. **Motion was made by Corken, seconded by Tilmon. The roll was called. Ayes: Corken, Tilmon, Behmer, Leard, and Callahan. Nays: none. Abstain: none. Absent: none. Motion passed.**
- f. **Fall 2008 Programming Portfolio Analysis Report-** Director Clark highlighted areas of the report. In Fall 2008 there were 29 new programs and 5 special events. Commissioner Tilmon requested for staff to highlight the existing programs that have been revised on the next analysis report. Director Clark brought to the Board's attention a program portfolio matrix put together by the summer intern. President Callahan would like for staff to utilize this portfolio and format into a data base with search functions to make tool more dynamic. Tilmon would like to see the portfolio updated quarterly.

**BATAVIA PARK DISTRICT  
REGULAR BOARD MEETING MINUTES  
FEBRUARY 17, 2009- BARTHOLOMEW ROOM**

**FOX VALLEY SPECIAL RECREATION ASSOCIATION-** Executive Director Clark hopes to have Carolyn Nagle at next month's board meeting. The annual pork chop dinner/raffle will be held on April 22. The next FVSRA meeting will be held next Monday to discuss the strategic plan.

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

**EXECUTIVE SESSION-** Executive Session was held prior to the Regular Board meeting to discuss Land Acquisition (2)(c)(5).

**ADJOURNMENT -** With no further business before the Board, **motion was made by Leard seconded by Behmer to adjourn the regular meeting at 8:05 p.m. A voice vote was taken and the motion passed unanimously.**

---

Secretary, Board of Commissioners  
Batavia Park District

Line prepared by  
Deanna Kellum