

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
MAY 20, 2008- BARTHOLOMEW ROOM**

CALL TO ORDER- The regular meeting was called to order by Vice President Leard at 7:07 p.m.

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

ROLL CALL- Vice President Leard called for the roll. Commissioners' Behmer, Corken and Leard were in attendance. Commissioner Elfstrom and Callahan were absent. Staff in attendance included Executive Director, Michael Clark Director of Finance Linda Straka; Director of Museum and Interpretative Services, Carla Hill; Director of Leisure Services Jeff Clark; Director of Parks and Properties, Eric Lacher; Director of Planning and Development, Jim Eby; Director of Marketing and Public Relations, Allison Sohr. Also in attendance was Deanna Kellum, minute's recorder; Legal Counsel for the District, Derke Price; Park District Intern, Susan Sawtell; Grant Administrator, Laura Ross.

ITEMS REMOVED/ADDED/CHANGED ON AGENDA- Executive Director Clark requested for New Business item 9e to be discussed prior to going into Executive Session. Vice President Leard entertained a motion to amend tonight's agenda. **A voice vote was taken. Motion passed.**

CONSENT AGENDA- Vice President Leard entertained a motion to approve the Consent Agenda which included approval of the minutes from the April 10, 2008 Special Board Meeting, the April 15, 2008 Regular Board Meeting, the April 15, 2008 Executive Session minutes, the April 15, 2008 Special Board Meeting, Approval of Change Order #4, 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: none. Absent: Callahan and Elfstrom. Motion passed.**

GUEST- MATTERS FROM THE PUBLIC- None.

MATTERS FROM COMMISSIONERS- None.

CORRESPONDENCE- Vice President Leard recognized the following correspondence: A letter was received from NRPA congratulating the Park District on becoming Gold Medal finalists. Second was a letter from IDNR congratulating the Park District on the OSLAD grant for Prairie and Lathem Park. Third was a letter from H.C. Storm School thanking the Park District for their donation to the Fun Fair. Fourth was a letter from Ted Flickenger, President/CEO of IAPD thanking the Park Districts for participating in the 2008 Parks Day at the State Capitol. All correspondence will be place on file.

ANNOUNCEMENTS- Director Sohr read the announcements.

1. River Rhapsody Concert Series will be on June 11, 18 and 25 at 7:00 p.m.
2. Grand opening of the Bark Park will be June 1 at 1:00 p.m.

AFFILIATE REPORTS- Vice President Leard recognized the following updates from affiliate groups: Parks Foundation April minutes. Executive Director Clark updated the Board on the Parks Foundation's current project, the Peg Bond Center.

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STAFF REPORTS- Director Eby updated the Board on the Engstrom neighborhood meeting that was held earlier tonight. He also updated the Board on Prairie and Lathem Park. Bids will be going out on May 22, bid opening will be held on June 11. He hopes to have an award of bid at the next scheduled Park Board meeting.

Director Clark introduced to the Board the Park District's newest intern, Susan Sawtell. Susan greeted the Board and gave a brief introduction of herself.

Commissioner Behmer brought to staff's attention a question he received by a citizen regarding South Mill Creek Park. They wanted to know if a safety barrier would be installed between the path and Main St. Director Eby stated that there will not be a physical barrier but when the neighbors came to the park development meetings they were not concerned about this issue however it is something that could be looked into again.

Commissioner Leard commended staff on Hawk's Bluff Park and the dedication. He heard good things from the neighbors and felt the park looked beautiful.

EXECUTIVE DIRECTOR'S REPORT- Executive Director Clark thanked staff, Board for a job well done at the Hawk's Bluff dedication, as well as the community for helping the Park District celebrate the grand opening.

PRESENTATIONS-

- a. **National Gold Medal Finalist-** Commissioner Leard stated that this honor was a testament to staff's hard work in programming and development.
- b. **Customer Service Opinion Meter Demonstration-** At tonight's meeting Director Sohr and Director Clark highlighted how the newly purchased Opinion Meters work as well as what type of useful reporting the unit can provide the Park District.

OLD BUSINESS –

- a. **Policy Discussion-** None.
- b. **Three Point Vision Update/Status-** Before the Board tonight was the Referendum Plan timeline. Executive Director Clark updated the Board on the meeting held with the architect and engineering team. A site tour was done at the time of their visit. Commissioner Leard spoke to the community via BATV. He informed the community that the Park District will be moving forward with finding a location to build a community and aquatic center. He then named the five locations currently being considered. The architect and engineering team will be at the June Board meeting to present to the Board their recommendation for a site.
- c. **Mill Creek Community Park Development Follow Up-** Director Eby gave a status report. Before the Board tonight were pictures of the progress at the park. The paths will be paved later this week if the weather continues to hold. The fitness stations have been installed as well as the soft path. He hopes to have the landscapers begin this week. The target date is still June 15.

NEW BUSINESS –

- a. **Planning Update-** Director Lacher updated the Board. The Peg Bond expansion application was approved by the City at their last council meeting.

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- b. Approval of Ordinance #271- Budget & Appropriations-** Vice President Leard entertained a motion to approve Ordinance #271, an ordinance approving the budget and appropriations ordinance for the fiscal year of 2008-09 as presented and direct staff to file as required with the Kane County Clerks and Illinois Comptroller's Offices. **Motion was made by Behmer, seconded by Corken. The roll was called. Ayes: Behmer, Corken and Leard. Nays: none. Abstain: none. Absent: Callahan and Elfstrom. Motion passed.**
- c. Award of Contract- Conceptual Design Services-** Legal Counsel Price highlighted the contract to the Board. Vice President Leard entertained a motion to award contract to KSA/TMP for conceptual design services as presented. **Motion was made by Corken, seconded by Behmer. The roll was called. Ayes: Corken, Behmer and Leard. Nays: none. Abstain: none. Absent: Callahan and Elfstrom. Motion passed.**
- d. Winter 2007-08 Recreation Programming Analysis-** Director Clark highlighted the report. Comparing the 2007-08 winter programming from the year before the Park District offered 10 less programs but enrollment was up about 25%. He then highlighted a few of the programs that had higher enrollment.
- e. Approval of Amendment to Declaration of Surplus Property Policy-** Executive Director Clark explained to the Board that it would be beneficial for staff to have the ability to utilize on-line bidding systems to sell District surplus property. Legal Counsel Price reviewed the current Administrative policy and made the necessary changes to it to comply with this request. Vice President Leard entertained a motion to approve the amendment to Section 2.12.1, Declaration of Surplus Property Policy, of the Administrative Manual as presented. **Motion was made by Behmer, seconded by Corken. The roll was called. Ayes: Behmer, Corken and Leard. Nays: none. Abstain: none. Absent: Callahan and Elfstrom. Motion passed.**
- f. Approval of Purchase- Prairie and Lathem Playground Equipment-** Director Eby showed the Board a concept drawing of the play equipment chosen for the park. Vice President Leard entertained a motion to approve purchase of playground equipment for Prairie and Lathem Park from Play and Park Structures for an amount not to exceed \$34,000.
- g. Approval of Intergovernmental Agreement- County of Kane-** Legal Counsel Price updated the Board. This agreement was approved by the Board back in 2006 but is being brought before the Board tonight as a reminder of the agreement and to be re-approved. The County would like to re-route Bliss Road and has requested an easement from the Park District. In turn for the easement the Park District will be given a small portion of land from the Forest Preserve District as well as a future entry to West Main Community Park off of Bliss Road. Vice President Leard entertained a motion to approve the Intergovernmental Agreement with the county of Kane for future road improvements adjacent to West Main Community Park with condition of changes made by appointed legal counsel. **Motion was made by Behmer, seconded by Corken. The roll was called. Ayes: Behmer, Corken and Leard. Nays: none. Abstain: none. Absent: Callahan and Elfstrom. Motion passed.**

FOX VALLEY SPECIAL RECREATION ASSOCIATION- Executive Director Clark updated the Board. Before the Board tonight was a re-cap of the latest Pork Chop Dinner fundraiser. He also requested for the Board to consider signing up for the next fundraiser, Tee Up for Downs being held at Mill Creek Golf Course. He also informed the Board of the Kiwanis fundraiser for FVSRA coming up soon at Royal Fox County Club

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Consent Agenda- This item was moved for discussion to prior to Executive Session per Executive Director Clark.

- e. Ratify Board Officer and Appointment Election Results-** Executive Director Clark explained the process of ratifying the votes. He then listed the following election results:

Officers-

President- Patrick Callahan
Vice President- Chris Behmer
Treasurer- Alan Leard
Secretary- Michael Clark

Board Appointments-

Executive Director- Michael Clark
Legal Counsel- Ancel Glink
FVSRA Board of Directors- Michael Clark, Nicole Corken
Planning Commission- Eric Lacher
Riverwalk Art Review Commission- Phil Elfstrom
Parks Foundation- Patrick Callahan

Vice President Leard entertained a motion to ratify the election results as presented.

Motion was made by Corken, seconded by Behmer. The roll was called. Ayes: Corken, Behmer and Leard. Nays: none. Abstain: none. Absent: Callahan and Elfstrom. Motion passed.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD- None.

EXECUTIVE SESSION- At 8:23 p.m. The newly elected Vice President Behmer entertained a motion to go into Executive Session to discuss Land Acquisition (2)(C)(5). Motion was made by Leard, seconded by Corken. **The roll was called. Ayes: Leard, Corken and Behmer. Nays: none. Abstain: none. Absent: Callahan and Elfstrom. Motion passed.**

Motion was made by Leard seconded by Behmer to reconvene the regular meeting at 8:52 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 Behmer to adjourn the regular meeting at 8:52 p.m. A voice vote was taken and the motion passed unanimously.**

Secretary, Board of Commissioners
Batavia Park District

Line prepared by
Deanna Kellum