

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
NOVEMBER 15, 2011- BARTHOLOMEW ROOM**

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

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

ROLL CALL- President Callahan called for the roll. Commissioners' Callahan, Corken, Foiles, Riley and Tilmon were in attendance. Staff in attendance included Executive Director, Michael Clark; Director of Finance, Linda Straka; Director of Marketing and Public Relations, Allison Niemela; Director of Museum and Interpretative Services, Carla Hill; Director of Parks and Properties, Eric Lacher; Director of Planning and Development, Jim Eby; Director of Leisure Services, Jeff Clark. Also in attendance was minute taker, Deanna Kellum; Park District Intern, Elizabeth Carsi; BATV Manager, Holly Deitchman; Speer Financial, Dan Forbes.

ITEMS REMOVED/ADDED/CHANGED ON AGENDA- Executive Director Clark requested for item New Business items 15d and 15 e be moved up to 13 Presentations. President Callahan requested for Personnel 2(c)1 be added to Executive Session. **Motion was made by Corken and seconded by Tilmon to change tonight's agenda. A voice vote was taken. Motion passed.**

CONSENT AGENDA- President Callahan entertained a motion to establish the Consent Agenda which included the October 18, 2011 Regular Meeting Minutes; October 18, 2011 Executive Session Meeting Minutes; October 18, 2011 Public Hearing Minutes, Approval of the Paid and Unpaid Expenditures; Treasurer's Report, Approval of Resolution #205- Merger of Investment Liquid Asset Fund; Ratify Change Order #3- Memorial Park Renovation Project; Approval of Ordinance #306- Declaration of Surplus Property. **Motion was made by Tilmon and seconded by Foiles to establish the Consent Agenda as presented. The roll was called. Ayes: Tilmon Foiles, Corken, Riley and Callahan. Nays: none. Abstain: none. Absent: none. Motion passed.**

Motion was made by Tilmon and seconded by Foiles to approve the Consent Agenda as presented. A voice vote was taken and the motion passed unanimously.

GUEST- MATTERS FROM THE PUBLIC- Park District Intern; Elizabeth Carsi came before the board tonight to thank the Park District for her internship. She stated she enjoyed working with all the departments and felt she received a well rounded experience. During her internship, Elizabeth developed a concept plan for a disc golf course at West Main Community Park. The Park Board thanked her for her assistance during her internship and wished her luck.

MATTERS FROM COMMISSIONERS- None.

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CORRESPONDENCE- President Callahan acknowledge receipt of six incoming correspondence. All correspondence will be placed on file.

ANNOUNCEMENTS- Director Niemela read the announcements.

1. Celebration of Lights will be held on November 27 at the Riverwalk.
2. Breakfast with Santa will be held on December 3 at Shannon Hall.
3. Calls from the North Pole will take place on December 7 and 8.
4. A holiday movie will be shown for families to enjoy on December 17 at Shannon Hall.

AFFILIATE REPORTS- At tonight's meeting was BATV Station Manager, Holly Deitchman to give a report on their happenings. Holly stated she was grateful for the generosity of the Park District for allowing BATV to use storage space and for the use of Shannon Hall for a fund raiser. BATV is all about serving and entertaining the community. The Board commended Holly for BATV's coverage of the community.

STAFF REPORTS- Commissioner Corken commended staff on their scorecards. She would like to see improvement with the PAF program. Executive Director Clark explained the PAF program is being revamped. Once the revisions are completed he will present it to the Board.

EXECUTIVE DIRECTOR'S REPORT- No further update from written report.

PRESENTATIONS- At tonight's meeting was Dan Forbes of Speer Financial to present to the Board the results of the bid opening for the issue of both general obligation limited tax park bonds and general obligation refunding park bonds. The Park District will be saving \$144,000 by refinancing the 2002 and 2003 bonds. He commended the Park District for their AA- status. Because of the Park District's good financial position they were able to get good rates on both bond issues.

- a. **Approval of Ordinance #307- Providing for the issue of General Obligation Limited Tax Park Bonds, Series 2011A, for capital improvement purposes-** Two bids were received. The lowest rate was 1.197%. **President Callahan entertained a motion to approve Ordinance #307 Providing for the issue of General Obligation Limited Tax Park Bonds, Series 2011A, for capital improvement purposes. Motion was made by Tilmon, seconded by Foiles. The roll was called. Ayes: Tilmon, Foiles, Riley, Corken and Callahan. Nays: none. Abstain: none. Absent: none. Motion passed.**
- b. **Approval of Ordinance #308-** The lowest rate was 1.1194%. An open auction bid format was used. **President Callahan entertained a motion to approve Ordinance #308 providing for the issue of General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2011B, for refunding purposes. Motion was made by Foiles, seconded by Tilmon.**

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**The roll was called. Ayes: Foiles, Tilmon, Riley, Corken and Callahan.
Nays: none. Abstain: none. Absent: none. Motion passed.**

OLD BUSINESS –

- a. Policy Discussion-** The Board conducted the second reading of section 600.16-600.19 of the Policy and Procedure Manual as presented. **Motion was made by Riley, seconded by Tilmon. The roll was called. Ayes: Riley, Tilmon, Foiles, Corken and Callahan. Nays: none. Abstain: none. Absent: none. Motion passed.** The Board also conducted a first reading of section 600.20-600.22 of the Policy and Procedure Manual and section 2.12.17-2.12.21 and 1.14.17-.18 of the Administrative Manual.
- b. Quarry Remediation Project Update-** Director Eby updated the Board. The liner will be installed after Thanksgiving as long as the weather stays about 32 degrees. Work on the sump pump began today. He encouraged the commissioners to visit the web site to see the time lapse photos of the construction. This project was recognized by the Mayor at the Mayor's Breakfast.
- c. Community Engagement Project-** Director Niemela thanked the Board for their feedback on the survey. The Board directed Director Niemela to make the deadline for December 31.
- d. Saratoga Park Renovation Project-** Director Eby updated the Board. This project is almost wrapped up. Four extra days were added due to weather. The community is excited about the new playground.
- e. Tanner/Mirador Park Project-** Director Eby updated the Board. This project will begin after Thanksgiving. The same group who did Saratoga will be doing this park. A name needs to be considered for this sight. The working name is Tannidor.
- f. Web Site Redevelopment Project-** Director Niemela updated the Board. Focus groups are being set up to discuss needs and wants for the site. She will meet with the Board December 20 at 5:30 p.m.

NEW BUSINESS –

- a. Planning Update-** No further update.
- b. Tax Levy Projections and Scenarios for FY 2012-13-** Director Straka updated the Board. Staff is requesting a 5% increase to the current tax levy to capture any CPI growth. This will help maintain funds while keeping the tax rate as level as possible with declining EAV. It was the consensus of the Board to approve the 5% tax levy request. Staff was given direction to prepare the 2012-13 tax levy accordingly.
- c. IAPD Member Credentials- Annual Meeting Designations-** This is an annual requirement for State conference. **President Callahan entertained a motion to appoint Commissioner Riley as the designee and Commissioner Foiles as the 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 Tilmon, seconded by Corken. Absent:**

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none. Abstain: Callahan. A voice vote was taken. Motion passed unanimously.

FOX VALLEY SPECIAL RECREATION ASSOCIATION- Due to decreased EAV there will need to increase their fundraising efforts.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD- None.

EXECUTIVE SESSION- Motion was made by Tilmon and seconded by Riley to adjourn into Executive Session at 8:01 p.m. to discuss Land Acquisition (2)(c)(5) and Personnel (2)(c)(1).

ADJOURNMENT - With no further business before the Board, motion was made by Tilmon seconded by Corken to adjourn the regular meeting at 8:20 p.m. A voice vote was taken and the motion passed unanimously.

Secretary, Board of Commissioners
Batavia Park District

Line prepared by
Deanna Kellum