

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
NOVEMBER 18, 2008- BARTHOLOMEW ROOM**

CALL TO ORDER- The regular meeting was called to order by Vice President Behmer at 7:05 p.m.

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

ROLL CALL- Vice President Behmer called for the roll. Commissioners' Behmer, Corken and Leard were in attendance. Callahan and Elfstrom were absent. Staff in attendance included Executive Director, Michael Clark; Director of Marketing and Public Relations, Allison Sohr; Director of Finance, Linda Straka; Director of Museum and Interpretative Services, Carla Hill; Director of Parks and Properties, Eric Lacher; Director of Leisure Services, Jeff Clark and Director of Planning and Development, Jim Eby. Also in attendance was Deanna Kellum, minute's recorder; Legal Counsel Derke Price; Facilities Manager, Andrea Hatzinger; Michelle Kelly of Upland Design Ltd. and Eric Scholkopf of the Kane County Chronicle.

ITEMS REMOVED/ADDED/CHANGED ON AGENDA- Executive Director Clark requested for item 10a to be removed from tonight's agenda. Batavia Main Street was slated to present an affiliate report to the Board tonight but had to reschedule for next month. Vice President entertained a motion to approve the agenda as amended. Motion was made by Leard, seconded by Corken. **The roll was called. Ayes: Leard, Corken and Behmer. Nays: none. Abstain: none. Absent: Callahan, Elfstrom. Motion passed.**

CONSENT AGENDA- Vice President Behmer entertained a motion to approve the Consent Agenda which included approval of the minutes from the October 21, 2008 Regular Board Meeting, approval of the minutes from the October 21, 2008 Executive Session Meeting, Approval of the Paid and Unpaid Expenditures and the Treasurer's Report. Also, approval to Ratify Change Order #3- south Mill Creek Community Park Deduct. **Motion was made by Leard and seconded by Corken to approve the Consent Agenda as presented. The roll was called. Ayes: Leard, Corken and Behmer. Nays: none. Abstain: none. Absent: Callahan, Elfstrom. Motion passed.**

GUEST- MATTERS FROM THE PUBLIC- None.

MATTERS FROM COMMISSIONERS- Vice President Behmer addressed the public regarding the referendum. He thanked the volunteers for their time and effort on the referendum. He feels it is unfortunate that it did not pass and hopes there are no bitter feelings over it. He feels its failure was directly affected by the economy. The Park District will be looking into whether or not to go again in April 2009. The Park District feels it is a worth while project that will go along way to help serving the community.

CORRESPONDENCE- Vice President Behmer acknowledged the following correspondence.

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1. A letter from Musco Lighting congratulating the Park District on being a finalist for the 2008 National Gold Medal Award.
2. Letter from Patricia Lackman of JB/PL Inc. thanking the Park District for their involvement in the BHS Healthy Living Expo.
3. An e-mail from resident Mark Harrington regarding the Quarry and new recreation center.

All correspondence will be placed on file.

ANNOUNCEMENTS- Director Sohr read the announcements.

1. Celebration of Lights Festival will be held Sunday, November 30 at the Riverwalk.
2. Register by 5 p.m. on December 9th to have Santa, Mrs. Claus and their North Pole helpers call your little ones.
3. Saturday, December 6 at 8:30 a.m. will be breakfast with Santa at Shannon Hall.

AFFILIATE REPORTS- Vice President Behmer acknowledged receipt of the October Parks Foundation minutes.

STAFF REPORTS- Director Eby introduced to the Board Michelle Kelly of Upland Design, Ltd. Michelle nominated the Park District for an IPRA Facility/Park Award. She passed out to the Board a copy of the award packet for them to review. Michelle worked on the South Mill Creek Park and felt it met all the qualifications for this award. The Board thanked Michelle for the nomination.

EXECUTIVE DIRECTOR'S REPORT- Executive Director Clark reminded the Board to be looking at their calendars for scheduling a planning retreat.

PRESENTATIONS- At tonight's meeting was Facilities Manger Andrea Hatzinger. Andrea presented to the Board the 2008 Quarry season end report. Andrea highlighted several areas of the report and opened the floor for questions from the Board. Vice President Behmer wanted to know if a date had been set on how the Park District is going to plan for next year. Executive Director Clark stated that staff is waiting for discussion to be held at the upcoming planning retreat. A decision regarding the fate of the Quarry will need to be made no later than mid-December.

OLD BUSINESS –

- a. **Policy Discussion-** A second reading of the District's Emergency Response Plan was conducted. Vice President Behmer entertained a motion to approve the District's updated Emergency Response Plan as presented. Motion was made by Leard, seconded by Corken. **The roll was called. Ayes: Leard, Corken and Behmer. Nays: none. Abstain: none. Absent: Callahan, Elfstrom. Motion passed.**
- b. **Approval of Change to Professional Services Contract- South Mill Creek Community Park-** Director Eby updated the Board. Director Eby explained

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to the Board that the additional charges for the project were for additional services from the landscape architect and engineering professional. Extra site visits had to be added to the project due to the delay with installing the tennis courts. Michelle Kelly of Upland Design, Ltd. explained in further detail the reason for the extra site visits as well as how they came up with the number of visits agreed upon in the originally agreement. Executive Director Clark feels this should have been encompassed with the project. The Park District has negotiated the amount to 50% of the originally amount charged. Vice President Behmer entertained a motion to approve the change of professional services contract for additional services rendered in the development of the South Mill Creek Community Park as presented. Motion was made by Corken, seconded by Leard. **The roll was called. Ayes: Corken and Behmer. Nays: Leard. Abstain: none. Absent: Callahan, Elfstrom. Motion failed per Legal Counsel Price due to new legislation that requires three affirm votes on a five member board not just a ratio of more aye to nay votes.**

NEW BUSINESS –

- a. **Planning Update-** Director Lacher pointed out the proposed community sign for the Library as well as discussion regarding the Land of Loren property.
- b. **Approval of the FY 2009-10 Tax Levy Projections-** Director Straka updated the Board. It is the recommendation of staff to ask for a level of 15% for the FY 2—0-10 budget cycle. Vice President Behmer entertained a motion to approve the tax levy request at a level of 15% for the FY 2009-10 budget cycle and direct staff to file with the County Clerk accordingly. Motion was made by Leard, seconded by Corken. **The roll was called. Ayes: Leard, Corken and Behmer. Nays: none. Abstain: none. Absent: Callahan, Elfstrom. Motion passed.**
- c. **Approval of PDRMA Health Benefits Network Renewal-** Executive Director Clark updated the Board. It is the recommendation of staff to renew with the District's current health benefit network, PDRMA for a three year term. Vice President Behmer entertained a motion to renew the contract commitment for employee health insurance coverage with the Park District Risk Management Agency Health Program for 2009-2011. Motion was made by Corken, seconded by Leard. **The roll was called. Ayes: Corken, Leard and Behmer. Nays: none. Abstain: none. Absent: Callahan, Elfstrom. Motion passed.**
- d. **Approval of IAPD Annual Meeting Voting Credentials-** Vice President Behmer opened the floor to nominations. Callahan was nominated as designee with Behmer as his alternate. Vice President Behmer entertained a motion to appoint Commissioner Callahan as the designee and Commissioner Behmer 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 Corken, seconded by Leard. The roll was called. Ayes: Corken,**

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

- e. **Acceptance of Resignation- Commissioner Elfstrom-** Before the Board tonight was a letter of resignation from Phil Elfstrom. Elfstrom will be moving out of the Park District's jurisdiction therefore causing him to give up his seat on the Board as per Illinois Park District Code. Vice President Behmer entertained a motion to accept the letter of resignation from Commissioner Phil Elfstrom and declare the seat vacant until a board appointment/election is completed. **Motion was made by Corken, seconded by Leard. The roll was called. Ayes: Corken, Leard and Behmer. Nays: none. Abstain: none. Absent: Callahan. Motion passed.**
- f. **Award of Bid- CIP Purchase- Maintenance Fleet Vehicle-** Director Lacher updated the Board. Bid opening was November 12. Four bids were submitted. One bid had to be rejected due to not meeting specifications. Vice President Behmer entertained a motion to award bid to Packey Webb Ford from Downers Grove, IL for the purchase of a park maintenance fleet vehicle as specified for an amount not to exceed \$23,925. **Motion was made by Leard, seconded by Corken. The roll was called. Ayes: Leard, Corken and Behmer. Nays: none. Abstain: none. Absent: Callahan. Motion passed.**

FOX VALLEY SPECIAL RECREATION ASSOCIATION- No update.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD- None.

EXECUTIVE SESSION- At 7:55 p.m. **motion was made by Leard and seconded by Corken to adjourn into Executive Session to discuss Land Acquisition (2)(c)(5), Imminent Litigation (2)(c)(11) and Personnel (2)(c)(1). The roll was called. Ayes: Leard, Corken and Behmer. Nays: none. Abstain: none. Absent: Callahan. Motion passed.**

Motion was made by Corken, seconded by Leard to reconvene the regular meeting at 8:39 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 Corken to adjourn the regular meeting at 8:40 p.m. A voice vote was taken and the motion passed unanimously.**

Secretary, Board of Commissioners
Batavia Park District

Line prepared by
Deanna Kellum