

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
DECEMBER 16, 2008- BARTHOLOMEW ROOM**

CALL TO ORDER- REGULAR BOARD MEETING- The regular board meeting was called to order by President Callahan at 7:15 p.m.

ROLL CALL- President Callahan called for the roll. Commissioners' Behmer, Corken, Leard and Callahan were in attendance. 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 and Director of Planning and Development, Jim Eby. Also in attendance was Legal Counsel Derke Price, resident John Tilmon and Britta McKenna of Batavia MainStreet.

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

ITEMS REMOVED/ADDED/CHANGED ON AGENDA- Executive Director Clark requested for item 19b Ratify Board Vacancy Appointment to be moved up in the agenda. He would like for John Tilmon to be sworn in as a commissioner first thing so he can partake in tonight's meeting as a voting member of the Board. President Callahan entertained a motion to approve the agenda as amended. Motion was made by Corken, seconded by Behmer. **The roll was called. Ayes: Corken, Behmer, Leard and Callahan Nays: none. Abstain: none. Absent: none. Motion passed.**

Ratify Board Vacancy Appointment- President Callahan entertained a motion to ratify the appointment of John Tilmon to serve as a member of the Park District Board of Commissioners and fill the vacancy of the current board position through April of 2009. Executive Director Clark read the oath of office to Tilmon. Tilmon is filling the current vacancy on the Board due to the resignation of Phil Elfstrom. After Tilmon took the oath of office the Board welcomed him and he took his place along the side of the other commissioners.

CONSENT AGENDA- President Callahan entertained a motion to approve the Consent Agenda which included approval of the minutes from the November 18, 2008 Regular Board Meeting, approval of the minutes from the November 18, 2008 Executive Session Meeting, Approval of the Paid and Unpaid Expenditures and the Treasurer's Report. **Motion was made by Tilmon and seconded by Corken to approve the Consent Agenda as presented. The roll was called. Ayes: Tilmon, Corken, Leard, Behmer and Callahan. Nays: none. Abstain: none. Absent: none. Motion passed.**

GUEST- MATTERS FROM THE PUBLIC- None.

MATTERS FROM COMMISSIONERS- Behmer welcomed Tilmon and thanked the other two candidates for applying.

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CORRESPONDENCE- President Callahan acknowledged the following correspondence.

1. A letter from Lynda Given of Chapman and Cutler LLP expressing her condolences for the results of the referendum.
2. A letter from Dan Yunker expressing his interest in the open Board of Commissioners seat.
3. A letter from John Tilmon expressing his interest in the open Board of Commissioners seat.
4. A letter from Charles Neff expressing his interest in the open Board of Commissioners seat.

All correspondence will be placed on file.

ANNOUNCEMENTS- Director Sohr read the announcements.

AFFILIATE REPORTS- Britta McKenna of Batavia MainStreet addressed the Board tonight. She announced Batavia MainStreet has moved to a new address. They are currently selling ornaments for \$5. She then showed a presentation on the new branding promotion Batavia MainStreet will be integrating to help promote downtown Batavia.

STAFF REPORTS- Director Eby brought to the Board's attention the Prairie and Lathem Park renovation information he placed before the Board tonight.

EXECUTIVE DIRECTOR'S REPORT- President Callahan thanked the Board and staff for attending the special planning retreat last Saturday. He reminded Board and staff to turn in their agenda items for the next scheduled planning retreat.

PRESENTATIONS- None.

OLD BUSINESS –

- a. **Policy Discussion-** A first 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.

NEW BUSINESS –

- a. **Planning Update-** Director Lacher pointed out the proposed Villas of White Oaks development at the intersection of Wind Energy Pass and Raddant. This subdivision will be in the Batavia Park District's jurisdiction. It was recommended to accept a cash donation in lieu of land rather than build a park since the area is already well served. President Callahan would like for staff to look into possibly pursuing a passive recreation area for seniors.
- b. **Ratify Board Vacancy Appointment-** This item was moved.
- c. **Concept Plan- Memorial Park Renovation Project-** Director Eby gave the update. President Callahan would like to keep this project on the forefront even though all future projects have been put on hold at this time.

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- d. Approval of Change Order #4- South Mill Creek Development Project-** President Callahan had a couple of questions regarding the change order. He wanted to know who did the original survey and what recourse does the Park District have against the surveyor. Director Eby answered his questions and explained the reason for the change order. The original survey wasn't incorrect but wasn't thorough enough. President Callahan entertained a motion to approve change order #4 for the development of South Mill Creek Drive for an amount not to exceed \$6,397.00. **Motion was made by Behmer, seconded by Tilmon.** President Callahan thanked Michelle Kelly of Upland Design for her work on this. Behmer would like for staff to come up with a solution to prevent this from happening again. Tilmon asked for clarification. Legal Counsel Price and Executive Director Clark explained. They feel last month's change order is not the same as the one coming before the Board tonight, however they do agree that the professional services should be held more accountable in the future. **The roll was called. Ayes: Behmer, Tilmon, Corken, Leard and Callahan. Nays: none. Abstain: none. Absent: none. Motion passed.**
- e. Approval of Ordinance #274- FY 2009-10 Tax Levy Request-** President Callahan and Director Straka explained the Truth in Taxation Act requirements. President Callahan entertained a motion to approve Ordinance #274 as presented. **Motion was made by Corken, seconded by Behmer. The roll was called. Ayes: Corken, Behmer, Tilmon and Leard. Nays: none. Abstain: none. Absent: none. Motion passed.**
- f. Review of Executive Session Minutes-** Executive Director Clark and Legal Counsel Price explained to the Board that this is a semi-annual review as required by the Freedom of Information Act. President Callahan entertained a motion to hold and/or partially release said executive session minutes from public release as presented in the memo from Executive Director/Secretary Clark dated December 10, 2008. **Motion was made by Behmer, seconded by Corken. The roll was called. Ayes: Behmer, Corken, Tilmon, Leard and Callahan. Nays: none. Abstain: none. Absent: none. Motion passed.**

FOX VALLEY SPECIAL RECREATION ASSOCIATION- Executive Director Clark updated the Board. The FVSRA Board is reviewing its strategic plan. As part of this they are looking into possibly changing the size and composition of the FVSRA Board. They feel their Board is getting too large to be efficient and are considering reducing the number of Board members.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD- None.

ADJOURNMENT - With no further business before the Board, **motion was made by Tilmon seconded by Corken to adjourn the regular meeting at 8:03 p.m. A voice vote was taken and the motion passed unanimously.**

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Secretary, Board of Commissioners
Batavia Park District

Line prepared by
Deanna Kellum