

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
JULY 21, 2009- BARTHOLOMEW ROOM**

CALL TO ORDER- REGULAR BOARD MEETING- The regular board meeting was called to order by Vice President Behmer at 7:08 p.m.

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

Vice President Behmer entertained a motion to allow President Callahan to participate in tonight's meeting via telephone for the purpose of being out of town for work purposes. **Motion was made by Foiles, seconded by Tilmon. The roll was called. Ayes: Foiles, Tilmon, Corken and Behmer. Nays: none. Abstain: Callahan. Absent: none. Motion passed.**

ROLL CALL- Vice President Behmer called for the roll. Commissioners' Behmer, Corken, Foiles and Tilmon were in attendance. Commissioner Callahan attended via telephone. Staff in attendance included Executive Director, Michael Clark; Director of Finance, Linda Straka; Director of Marketing and Public Relations, Allison Sohr; Director of Parks and Properties, Eric Lacher; Director of Planning and Development, Jim Eby. Also in attendance was Deanna Kellum, minute's recorder: Recreation Supervisor, Lori Johnson; Legal Counsel for the District, Derke Price; several kids and parents from Kamp Kaleidoscope; Recreation Supervisor, Rachel Schmitt and Camp Counselor, Gregory King. Director of Leisure Services, Jeff Clark would attend later.

ITEMS REMOVED/ADDED/CHANGED ON AGENDA- None.

CONSENT AGENDA- Vice President Behmer entertained a motion to approve the Consent Agenda which included approval of the minutes from the June 9, 2009 Special Board Meeting; June 9, 2009 Executive Session Meeting; June 16, 2009 Regular Board Meeting; June 16, 2009 Executive Session; Ratify Change Order #3- Prairie and Lathem Park Renovation; Change Order #4- Prairie and Lathem Park Renovation; and Approval of the Paid and Unpaid Expenditures and the Treasurer's Report. **Motion was made by Tilmon and seconded by Corken to establish the Consent Agenda as presented. The roll was called. Ayes: Tilmon, Corken, Foiles, Behmer and Callahan. Nays: none. Abstain: none. Absent: none. Motion passed. Motion was made by Tilmon and seconded by Corken to approve the Consent Agenda as presented. The roll was called. Ayes: Tilmon, Corken, Foiles, Behmer and Callahan. Nays: none. Abstain: none. Absent: none. Motion passed.**

GUEST- MATTERS FROM THE PUBLIC- None.

MATTERS FROM COMMISSIONERS- Commissioner Foiles congratulated staff on a successful Windmill City Festival. He also thanked them for a great job on getting the paddle boats back. Corken echoed his congratulations.

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CORRESPONDENCE- A letter was received from Matt Ellmann thanking the Park District for a great festival. All correspondence will be placed on file.

ANNOUNCEMENTS- Director Sohr read the announcements.

1. Thank you for all who helped at the Windmill City festival.
2. Wednesday, August 5 will be the last River Rhapsody Concert of the summer. Located at the Riverwalk from 7:00-8:30 pm.
3. Paddle Boats are available to rent down at the Riverwalk from 11:00 am to 7:00 pm seven days a week through August 23 and 1:00- 6:00 pm on weekends from August 29 through September 27. The cost is \$10 for half hour.

AFFILIATE REPORTS- Behmer acknowledged receipt of the Batavia Parks Foundation's June minutes.

STAFF REPORTS- Director Lacher updated the Board on the City and State Ordinance regarding video surveillance. Tilmon would like for staff to bring a cost estimate before the Board to review.

Director Eby updated the Board on Batavia Middle School's Robotic Team. The team did not win the final competition but had a wonderful time in Copenhagen. Eby requested more information from them regarding their project to see if the Park District can use their idea in any future park projects. They did submit to him their power point presentation.

EXECUTIVE DIRECTOR'S REPORT- No further update.

PRESENTATIONS-

- a. At tonight's meeting were several kids from Kamp Kaleidoscope to present the Board with a Character Counts puppet show.
- b. Director Sohr presented the Board with the Park District's 2009 video for the National Gold Medal Award.

OLD BUSINESS –

- a. **Policy Discussion-** A first reading of the Administrative Manual section 2.14.1-2.14.6 was conducted.
- b. **Prairie and Lathem Park Renovation Project-** Director Eby updated the Board on the progress being made at Prairie and Lathem Park. The project is starting to wind down some. Restoration to the disturbed areas has been done. The completion date for the project is still on target for September.

NEW BUSINESS –

- a. **Planning Update-** Director Lacher updated the Board on the City's review of their comprehensive plan. Director Eby updated the Board regarding talks of increasing the land cash value of property.

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- b. Programming Analysis Quarterly Dashboard Report-** Director Clark highlighted the new spring program analysis. The new analysis includes information requested by the Board. He stated the Spring Program Analysis marked the end of the third year since they started doing the program analysis. Tilmon stated the newly formatted analysis is a working document that can grow. Behmer felt the new format was easy to view. The Board requested for staff to lay out a guided commentary showing 3 to 4 examples on how a program can be changed due to the results of the analysis. Tilmon informed the Board that the conclusion portion of the analysis was to be used for this and will be expanded upon for next quarter and/or next Spring session. The Board asked how they measured each program. Executive Director Clark explained how they came up with the measurements used. Commissioner Foiles would like for staff to consider including the success rate and cancellation rate of each program.
- c. District Succession Plan-** Executive Director Clark stated this was a follow up request by the Board. He requested for them to review the plans and to contact him with any questions or comments. Foiles would like to see a short term transition plan for when key positions become vacant. Executive Director Clark will review this with the Human Resource Manager.
- d. Review Executive Session Meeting Minutes-** Executive Director Clark explained to the Board that this is a semi-annual review as required by the Freedom of Information Act. Vice President Behmer 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 July 21, 2009. **Motion was made by Corken, seconded by Tilmon. The roll was called. Ayes: Corken, Tilmon, Foiles and Behmer. Nays: none. Abstain: none. Absent: none. Motion passed. (President Callahan was unavailable to vote due to a lost connection with the telephone)**

FOX VALLEY SPECIAL RECREATION ASSOCIATION- Executive Director Clark informed the Board of the upcoming Tee Up for Downs fundraiser. Executive Director Clark also updated the Board on his recent visit to FVSRA all day camp at Pottawatomie Park.

Commissioner Tilmon spoke to the Board regarding his recent experience working with FVSRA umpiring for a softball game. He found the experience to be very rewarding and encouraged the Board to volunteer in the future.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD- None.

EXECUTIVE SESSION- Motion was made by Tilmon an seconded by Corken to adjourn into Executive Session at 8:24 p.m. to discuss Land Acquisition (2)(c)(5).

Motion was made by Foiles, seconded by Corken to reconvene the regular meeting at 8:50 p.m. A voice vote was taken and the motion passed unanimously.

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ADJOURNMENT - With no further business before the Board, **motion was made by Foiles seconded by Corken to adjourn the regular meeting at 8:50 p.m. A voice vote was taken and the motion passed unanimously.**

Secretary, Board of Commissioners
Batavia Park District

Line prepared by
Deanna Kellum