

**BATAVIA PARK DISTRICT  
REGULAR BOARD MEETING MINUTES  
APRIL 19, 2022  
CIVIC CENTER – BARTHOLOMEW ROOM**

**REGULAR MEETING** – The regular meeting was called to order at 7:01 p.m. by President Callahan.

**ROLL CALL** – President Callahan called for the roll. Commissioners in attendance were Riley, Connolly, Tilmon, Gray and Callahan.

Staff in attendance were Director of Parks Kim Hansen; Director of Facilities and Trades Josh Wyant; Director of Community Recreation Brittany Meyer; Director of Marketing and Public Relations Debbie Gentry; Executive Assistant Lindsey Kaminsky; and Executive Director Allison Niemela. Batavia Parks Foundation Board Member Mike Burke and Legal Counsel Megan Mack were also in attendance.

**PLEDGE OF ALLEGIANCE** – All stood for the Pledge of Allegiance.

**ITEMS REMOVED/ADDED/CHANGED ON AGENDA** – Executive Director Niemela requested items 15A, 15B and 15C be moved to the Consent Agenda. President Callahan entertained a motion to move items 15A, 15B and 15C to the Consent Agenda. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Riley, Connolly and Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

**CONSENT AGENDA** – President Callahan entertained a motion to establish the Consent Agenda as presented which included approval of the following: approval of minutes from the Regular Board Meeting held on March 15, 2022; approval of minutes from the Special Board Meeting held on April 5, 2022; approval of minutes from the Executive Session held on April 5, 2022; approval of the Paid Expenditures; approval of the Expense Approval Report; approval of Purchases; award of Contract for Solid Waste Refuse Services; award of Contract for Architectural and Engineering of Community Center, Museum Expansion Adaptive Re-Use and Roofing Replacement Projects; award of Contract for Maintenance Facility Feasibility Study. Motion was made by Tilmon, seconded by Gray to establish the Consent Agenda. The roll was called. Ayes: Tilmon, Gray, Riley, Connolly and Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

President Callahan entertained a motion to approve the Consent Agenda as established. Motion was made by Tilmon, seconded by Gray. A voice vote was taken and the motion passed unanimously.

**GUESTS - MATTERS FROM THE PUBLIC** – None.

**MATTERS FROM COMMISSIONERS** – President Callahan thanked the Park Board for attending the Special Board meeting held earlier this month.

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**BATAVIA PARKS FOUNDATION** – Foundation Board Member Mike Burke introduced herself to the Park Board. Foundation Board Member Burke stated the Parks Foundation held its Pitch in at the Parks event on April 9. A total of 22 volunteers attended this event and it was a great success. The next Pitch in at the Parks event is scheduled for Saturday, June 25 from 9:00 a.m. to 12:00 p.m. at the Riverwalk. Foundation Board Member Burke stated the Parks Foundation will be kicking off their Play it Forward campaign on Saturday, May 7 from 10:00 a.m. to 2:00 p.m. at the Riverwalk. This campaign will benefit the Peace On Earth letter replacement project. Foundation Board member Burke also noted the Parks Foundation will be a sponsor for the 2022 River Rhapsody Concert Series.

**CORRESPONDENCE** – President Callahan acknowledged the following correspondence: a letter from IAPD informing the Park District we have been chosen to receive a \$1,000 PowerPlay! Beyond School Grant for our Kids Club program; an email from Clay B. regarding a Disc Golf Tournament at West Main Community Park; a thank you letter from New Horizons Preschool Head Teacher, Kaylee Gallagher, for recognizing 25 years of service.

**ANNOUNCEMENTS** – Director of Marketing and Public Relations Gentry read the following announcements: 1) Our Summer Fun Guide has arrived and program registration has begun. The Guide is chock-full of special event information, including our River Rhapsody Summer Concert Series and Windmill City Festival schedule. We are also offering more camps than ever before, so take a peek and register today; 2) Start your magical May season by traveling through time with friends or family on a Batavia History Trolley Tour on Friday, May 6 at 6 p.m. and Sunday, May 15 at 1:30 p.m. Tours start at the Depot Museum and are \$15 per person and last 45 minutes to an hour; 3) On Sunday, May 15, you may also enjoy a lively, historic portrayal of Mamie Eisenhower: The Hostess in Chief from 3-4 p.m. at The Lodge at Laurelwood, 800 N. River Street; 4) Save the date of Wednesday, June 1 for our Super Savvy Senior Expo, "*Treasure Your Health*," to be held from 9 a.m. to noon at the East Side Community Center, 14 N. Van Buren Street; 5) If you haven't already, register quickly for our popular Daddy Daughter Date Nights, to be held on June 3 and 4 from 6:30 to 8:30 p.m. at Rotolo Middle School. Enjoy a sweetheart of a night for \$35 a pair (and \$15 for an additional daughter); 6) Last, but not least, save the date for our annual Fishing Derby on Saturday, June 18. Enjoy a fun-filled morning of fishing from 10 a.m. to noon at the Clark Island Recreation Area. This event is free for all ages and no registration is required.

**STAFF REPORTS –**

Director of Facilities and Trades Wyant advised the Board of the following: the Blackard Skate - n- Bike Park community input meeting will be held on April 20. As a reminder, the public meeting is a requirement of the OSLAD Grant, but it also provides an opportunity for the Park District to hear the concerns and suggestions from the public as we go into the design phase of

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this project; Director Wyant is working with the Parks Foundation on the Peace On Earth letter replacement project; staff continues to work on preparing the Quarry for opening day.

Director of Parks Hansen advised the Board of the following: on April 12, the Parks Department hosted a special education class from West Aurora High School for their annual work day. Seven different work stations were set up, and each station was led by one of our Park employees. The students worked on tasks such as washing trucks/equipment, assembling portable picnic tables and cutting back annual flowers in the greenhouse; on April 7, the Park District held a community input meeting for the Jones Meadow Path project. Approximately 30 neighbors attended the meeting to listen to the District's presentation and ask questions. The Park District is expected to go out to bid for this project in early May, with the bid award expected to take place at the May Board meeting.

Director of Community Recreation Meyer advised the Board of the following: the Suburban Parks and Recreation Association (SPRA) will host its monthly meeting at the Batavia Park District on April 20. Director Meyer noted she is currently the President-elect and will be the President for SPRA next year; Recreation Supervisor Bethanne Guidarelli serves on the Batavia Mainstreet Board and assisted with their Downtown Egg Hop event held on April 16; Director Meyer serves on the Rotary Club, and along with other Rotary members, puts together the Community Above Self page in *The Batavian* magazine; the Quarry is currently 39 days away from opening. The Recreation team has hired 90 seasonal workers for the Quarry and Camp SUN-sational; the Park District has over 56 participants who continue to use Zoom to participate in our fitness classes, and we now have someone living in Spain joining our classes via Zoom!

Director of Marketing and Public Relations Gentry advised the Board of the following: 392 Quarry season passes have been purchased in person, and 214 have been purchased online. Staff will continue to promote preseason pass sales, with an extra push two weeks prior to opening day; Director Gentry continues to work with the Parks Foundation on their upcoming Play it Forward campaign; Director Gentry continues to work with the Batavia Mother's Club Foundation, Batavia Parks Foundation and Bicycle Commission for their participation/events at the Windmill City Festival; Windmill City Festival will be held on July 8-10. Director Gentry will continue to update the [windmillcityfest.org](http://windmillcityfest.org) website.

**EXECUTIVE DIRECTOR'S REPORT** – Executive Director Niemela advised the Board on the following: 1) On April 7, the Park District held a community input meeting for the Jones Meadow Park path project. Approximately 30 neighbors attended the meeting to listen to the District's presentation and ask questions. Thank you to the Park Board for prioritizing this project; 2) Depot Museum Director Garrett visited Alice Gustafson School to speak with 3<sup>rd</sup> graders on how to be good historians. The curriculum was a hit, and Director Garrett will be

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visiting all BPS elementary schools; 3) The first Parks Foundation ‘Pitch in at the Parks’ of the year was held on April 9. Park District employees led a group of 22 volunteers to clean up the Riverwalk; 4) On April 12, the Parks Department hosted a special education class from West Aurora High School for their annual work day. Seven different work stations were set up, and each station was led by one of our Park employees. The students worked on tasks such as washing trucks/equipment, assembling portable picnic tables and cutting back annual flowers in the greenhouse. This is a great program for both students and Park District employees; 5) The Park District saves taxpayers \$7,500 by using our own cuttings and seeds from our greenhouse; 6) The Blackard Skate -n- Bike Park community input meeting will be held on April 20. Staff is also looking to create an online survey for community members to share their input; 7) The Park District continues to work to prepare the Hall Quarry Beach for the upcoming swim season; 8) A video from the Park District’s new TikTok page was shared.

**PRESENTATION** – Depot Museum Director Garrett and Curator Bigeck presented the Board with information regarding the upcoming Museum Assessment Program (MAP).

**OLD BUSINESS** – None.

**NEW BUSINESS** –


- A. Award of Contract for Solid Waste Refuse Services** – This item was moved to the Consent Agenda.
- B. Award of Contract for Architectural and Engineering of Community Center, Museum Expansion Adaptive Re-Use and Roofing Replacement Projects** – This item was moved to the Consent Agenda.
- C. Award of Contract for Maintenance Facility Feasibility Study** – This item was moved to the Consent Agenda.

**EXECUTIVE SESSION** – None.

**ANY OTHER BUSINESS** – None.

**ADJOURNMENT** – With no further business to come before the Board, the regular meeting was adjourned at 7:40 p.m. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Riley, Connolly and Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

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Secretary, Board of Commissioners  
Batavia Park District

Line prepared by:  
Lindsey Kaminsky, Executive Assistant