

**BATAVIA PARK DISTRICT  
REGULAR BOARD MEETING MINUTES  
AUGUST 20, 2024  
CIVIC CENTER – BARTHOLOMEW ROOM**

**REGULAR MEETING** – The regular meeting was called to order at 7:02 PM by Vice President Tilmon.

**ROLL CALL** – Vice President Tilmon called for the roll. Commissioners in attendance were Larson, Gray and Tilmon. Bell and Callahan were absent.

Staff in attendance were Director of Finance Brent Strumpf; Director of Facilities and Trades Josh Wyant; Director of Parks Kim Hansen; Director of Talent and Culture Lynn Boerman; Director of Creative Development and Community Engagement Katie Burgess; Executive Director Allison Niemela and Executive Assistant Lindsey Williams.

Legal Counsel Erin Monforti and Batavia Parks Foundation Board member Stan Oke were also in attendance.

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

**ITEMS REMOVED/ADDED/CHANGED ON AGENDA** – Item #15A Executive Session – Leasing Property/Land Acquisition 5 ILCS 120/2(c)(5) has been tabled to next month.

**CONSENT AGENDA** – Vice President Tilmon 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 July 16, 2024; Approval of the Paid Expenditures; Approval of the Expense Approval Report; Approval of the Investment Summary; Approval of the Income Statement; Approval of Purchases; and Review of the Windmill City Festival Financial Summary. Motion was made by Gray, seconded by Larson to establish the Consent Agenda. The roll was called. Ayes: Gray, Larson and Tilmon. Nays: None. Abstain: None. Absent: Bell and Callahan. Motion carried.

Vice President Tilmon entertained a motion to approve the Consent Agenda as established. Motion was made by Gray, seconded by Larson to establish the Consent Agenda. The roll was called. Ayes: Gray, Larson and Tilmon. Nays: None. Abstain: None. Absent: Bell and Callahan. Motion carried.

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

**MATTERS FROM COMMISSIONERS** – None.

**BATAVIA PARKS FOUNDATION** – Stan Oke from Batavia Parks Foundation shared the following updates: 1) The Foundation had a joint meeting with the Parks Foundations from Batavia, Geneva and St. Charles; 2) The Peace Garden is underway with a lot of community participation. Several work days have been completed with one coming up September 13<sup>th</sup> with Batavia Park District staff and the Plain Dirt Gardeners. Several organizations and individuals have picked up rock kits. The rocks will be sealed with an environmentally friendly sealant; 3)

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September 21<sup>st</sup> is the International Day of Peace and the Foundation will have a Batavia Peace Day event from 8:30 AM – 12:30 PM at the Riverwalk South Plaza; 4) The Foundation participated in several pop-up events including River Rhapsody, Water Street Studios, Batavia Farmers Market, Windmill City Festival, and the upcoming International Day of Peace; 5) Several capital projects have been proposed to the Foundation by the Batavia Park District and are currently under consideration; and 6) Oke spoke about the feedback received from the other nearby Foundations. He thanked Executive Director Niemela and Director Burgess for attending the joint meeting and thanked the Park Board of Commissioners for the partnership.

**CORRESPONDENCE** – Vice President Tilmon acknowledged the following correspondence: 1) A letter from Park District Risk Management Agency (PDRMA) congratulating the Batavia Park District on meeting the 2<sup>nd</sup> metric deadline and receiving a \$500 incentive check; 2) A text message received from Terri Jacobs complimenting the Hall Quarry Beach facility and the lifeguards; and 3) An email from Geneva Park District Executive Director, Nicole Vickers thanking Executive Director Niemela for the networking opportunity with Geneva, St. Charles and Batavia Park District Leadership and Illinois Park and Recreation Association Executive Director, Suzi Wirtz.

**ANNOUNCEMENTS** – Director of Creative Development and Community Engagement Burgess shared the following announcements: 1) Can you smell it in the air? It smells like the beginning of the school year. While it doesn't smell like fall yet, it is time to register for the fun family favorite event S'Mores and More. The Batavia favorite is getting an upgrade this year to include a scarecrow decorating activity, pumpkin decorating, wagon rides, a bounce house, lunch and s'mores! This ticketed event runs from Noon to 3 PM on October 5th. You can attend the entire event or come and go when you want. Register online at [Bataviaparks.org](http://Bataviaparks.org). The cost is \$17 per person; 2) Pints by the Pond is back on September 21st. In its third year, the festival showcasing local breweries and is bigger and better than ever. Seventeen local breweries will be on site serving brews, ales, ciders and seltzers. VIP entry begins at 1:00 PM and general admission begins at 2:00 PM. The full list of participating breweries is available at [bataviaparks.org](http://bataviaparks.org). Tickets are pre-purchase only and will not be available for sale at the festival; 3) As we are all settling into the fall school routine, don't forget to add park district programming into the mix! The Fall Fun Guide contains programs for all ages for the months of September, October, November and December. New programs begin each month. From spooky Batavia tours, to drawing, to fitness and parent tot sports there is something for everyone this fall; and 4) If you like art, be sure to stop by the new exhibit at the Batavia Depot Museum. Featuring paintings from past and present-day Batavia, this exhibit is a visual trip through the history of Batavia. Experience Batavia through the eyes of local artists. The exhibit will be available through October. Stop by on your way to lunch or dinner downtown or even when you are out on a stroll of the Riverwalk. For hours, please visit [Bataviaparks.org](http://Bataviaparks.org)

**STAFF REPORTS** – Director of Finance Strumpf submitted the quarterly reports to the Illinois Department of Revenue for the Park and Recreational Facilities Construction Act (PARC Grant) and the Open Space Lands Acquisition and Development (OSLAD) Grant. These reports

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summarize what has been completed and spent so far on these projects. The 2025 budget is underway and staff projections and requests are due August 30<sup>th</sup>.

Director of Facilities and Trades Wyant shared the Clark Island fitness court concrete is installed and surrounding paths have been poured. The drainage for the skate park is also complete. The West Main Community Park pickleball court fencing is up. The Callahan Community Center permit has been received, interior demolition has been completed, and interior construction will begin in September.

Director of Parks Hansen shared an update on the asphalt repair projects, the pre-construction meeting has taken place and an exact start date for repairs will be established soon. Hansen is working with the Batavia Rotary Club on installing a pollinator garden at Clark Island.

There was a discussion on speed limit signage for trails. Legal Counsel Monforti will gather additional information for the Board to consider.

Director of Talent and Culture Boerman shared the following highlights: 1) Total Responsible Person / Total Responsible Organization training for employees is on August 21<sup>st</sup>; 2) Two new Trades Technicians have started. One Technician is from our Parks Department; 3) The results from the Employee Engagement survey are in and there will be meetings with each department to review feedback; and 4) Shout out to the Hall Quarry Beach staff for receiving two 5-star audits from Star Guard this summer.

Director of Creative Development and Community Engagement Burgess shared about two Park Dedications coming up on Saturday, August 24<sup>th</sup>. Peter Frieders Park will be dedicated at 10:00 AM and Coventry Hills Park will be dedicated at 11:00 AM. The community is invited to celebrate. The celebration of National Park and Recreation Month, spearheaded by the summer interns, was successful. Burgess shared stickers the interns created with the Board.

**EXECUTIVE DIRECTOR'S REPORT** – Executive Director Niemela shared the following updates: 1) Photos from a water main break and gas line repair at the Eastside Community Center; 2) Construction at the Callahan Community Center has kicked off. Demolition inside is complete; 3) Director of Facilities and Trades Josh Wyant has achieved his Certified Park and Recreation Professional (CPRP) certification; 4) Illinois Park and Recreation Association (IPRA) Executive Director, Suzi Wirtz came to Batavia to visit and for a fun game of 'Tri-Cities Friendly Feud' with Batavia, Geneva and St. Charles Park Districts; 5) West Main Community Park Pickleball Court dedication will take place on Saturday, October 5<sup>th</sup> at 8:00 AM. A pickleball tournament is in the planning stages for this day; and 6) Park Dedications for Peter Frieders Park at 10:00 AM and Coventry Hills Park at 11:00 a.m. will take place on Saturday, August 24<sup>th</sup>. There will be a ribbon cutting and refreshments served.

**OLD BUSINESS** – None.

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**NEW BUSINESS –**

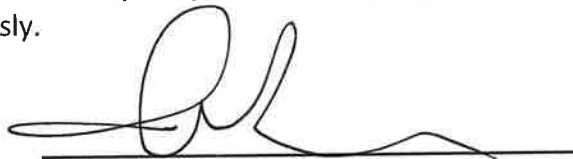
**A. Award of Contract for Strategic Master Planning Services**

Vice President Tilmon entertained a motion to award the contract for the Strategic Master Planning Services to Next Practice Partners for an amount not to exceed \$199,860. Motion was made by Gray, seconded by Larson. The roll was called. Ayes: Gray, Larson and Tilmon. Nays: None. Abstain: None. Absent: Bell and Callahan. Motion carried.

**EXECUTIVE SESSION – None.**

**ANY OTHER BUSINESS TO COME BEFORE THE BOARD – None.**

**ADJOURNMENT –** With no further business to come before the Board, the regular meeting was adjourned at 7:55 PM. Motion was made by Gray, seconded by Larson. A voice vote was taken and the motion passed unanimously.



Secretary, Board of Commissioners  
Batavia Park District

Line prepared by:  
Lindsey Williams, Executive Assistant