

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
OCTOBER 15, 2024
CIVIC CENTER – BARTHOLOMEW ROOM**

REGULAR MEETING – The regular meeting was called to order at 7:03 PM by President Callahan.

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

Staff in attendance were Director of Facilities and Trades Josh Wyant; Director of Parks Kim Hansen; Director of Talent and Culture Lynn Boerman; Director of Community Recreation Brittany Meyer; 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 member Erin Pittman were also in attendance.

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

ITEMS REMOVED/ADDED/CHANGED ON AGENDA – None.

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 September 17, 2024; Approval of Minutes from the Executive Session held on September 17, 2024; Approval of the Paid Expenditures; Approval of the Expense Approval Report; and Approval of Purchases. Motion was made by Tilmon, seconded by Bell to establish the Consent Agenda. The roll was called. Ayes: Tilmon, Bell, Larson and Callahan. Nays: None. Abstain: None. Absent: Gray. Motion carried.

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

GUESTS - MATTERS FROM THE PUBLIC – None.

MATTERS FROM COMMISSIONERS – Vice President Tilmon heard fantastic feedback from Pints by the Pond and noted the new pickleball courts at West Main Community Park are amazing. Commissioner Larson echoed his sentiments.

CORRESPONDENCE – President Callahan acknowledged a thank you note from Ginny Gaspar, co-chair of the Batavia Foundation for Educational Excellence thanking the Park District for use of the trolley during the Batavia High School homecoming parade for the Hall of Honor recipients. Gaspar also thanked Facilities and Trades Crew Leader Jeff Ruhl for a great job driving.

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BATAVIA PARKS FOUNDATION – Batavia Parks Foundation member Erin Pittman shared the following updates: 1) The Batavia Peace Garden is finished with the last workday held on September 13th. On September 21st, the International Day of Peace, there was a small ceremony for community members to set rocks into the ‘river of kindness’. The signature artist’s rocks, painted by nine local artists, have been secured in the cobbles. Thirteen organizations checked out rock kits and the Foundation hosted seven community pop-ups for rock painting. The Foundation collected approximately 1,000 rocks and eco-sealed them in the art display. Pittman thanked Kim Hansen and the Parks team, volunteer landscape artist Ana Vitek, and the Batavia Plain Dirt gardeners for digging into this community project; 2) The Foundation’s summer pop-ups have concluded; 3) The Parks Foundation Board is hosting a ‘pizza and planning’ session on Sunday, October 20th to prepare for Board leadership transitions and the upcoming year; and 4) The Board of Directors Annual Meeting is November 26th. The Foundation is accepting applications for new board members. Those interested should email bataviaparksfoundation@gmail.com or check the Foundation’s page on bataviaparks.org to receive an application.

PRESENTATIONS –

A. Annual Operations Report: Hall Quarry Beach 2024 Season

Director of Community Recreation Brittany Meyer, Assistant Director of Community Recreation Lori McDonald, Recreation Supervisor Julie Galauner, and Director of Creative Development and Community Engagement Katie Burgess presented the Annual Operations Report for the 2024 Hall Quarry Beach season.

ANNOUNCEMENTS – Director of Creative Development and Community Engagement Burgess read the following announcements: 1) It’s spooky season in Batavia so you better hold onto your pumpkins and get ready for some tricks and treats that are bound to be a skele-TON of fun! If you are looking for some BOOOO-tiful family fun – the popular Halloween House Decorating contest starts tomorrow! The spooky Batavia map will be available on the District’s Facebook Page showing the location of the frightfully fun decorated houses. Be sure to tour the sights and frights and vote for your favorite on social media; 2) NO bones about it, Halloween is for everyone – kids can get in on the season of scare in the upcoming Monster Cupcake cooking class and the Halloween Gore-Tastic STEM program perfect for future mad scientists ages 5-13. Registration closes soon so enroll today; 3) From psychics to spirits we have fun seasonal experiences for adults as well. Reach out and touch the spirit side during the upcoming visit to the Haunted Jacob Henry Mansion and eat lunch with Medium Michael Gourley – one of Chicago’s top 10 psychics – participants will enjoy ‘chicken cordon BOO’ for lunch. Register online at bataviaparks.org; and 4) If the talk of food has you feeling like getting up for a shuffle, the popular cemetery walk event at West Side Cemetery is taking place October 17 and 19th. This respectful walk covers stories from Batavia’s past. Tickets are \$12 per person.

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STAFF REPORTS – Director of Facilities and Trades Wyant shared the following updates: 1) Capital Development projects are underway. The skate park construction has begun at Clark Island Recreation Area and the fitness court is complete; 2) The pickleball courts at West Main Community Park have been busy with patrons; and 3) The roof replacement project at the Peg Bond Center is about halfway complete and is expected to be completed within the next week, weather permitting.

Director of Parks Hansen reported the asphalt projects are near completion with a few checklist items. The plantings in the beds for the park signs at Coventry Park and Peter Frieders Park are complete. Hansen also shared more information on Superintendent of Parks Alex Macias' deployment experience with the Arborist Strike Team.

Director of Talent and Culture Boerman stated the recruitment for the open Director of Finance position is on-going. Open enrollment begins November 4th – November 22nd. This year AFLAC will be offered to employees during open enrollment. Boerman also shared a new benefit to employees, Working Advantage. Working Advantage offers discounts to employees on concerts, theme parks, rental cars, hotels and more. This program saves employees money at no cost to the District.

Director of Community Recreation Meyer thanked the Board and District staff for their support while she was on FMLA leave. Meyer shared about the newly re-designed S'mores & More event, Pints by the Pond, and the Day of Play at the Batavia Depot Museum. Meyer also shared about new programs such as Afternoon Adventures for preschoolers to extend their day, classes with SciTech, and painting classes at the Batavia Depot Museum.

Director of Creative Development and Community Engagement Burgess announced the new design series starting with the Winter Fun Guide is headed to the printer and will be delivered to Batavia homes the week of November 18th with in-District registration beginning November 25th and out of District registration beginning the week of December 2nd. Burgess also shared more about the drone videography project with Odd Commodity. When complete, drone footage with 360-degree views of our parks will be available on bataviaparks.org and social media to help families see what amenities are offered in each park.

EXECUTIVE DIRECTOR'S REPORT – Executive Director Niemela shared the following updates: 1) Pints by the Pond was a sold-out success. Niemela thanked Assistant Director of Community Recreation Lori McDonald and Recreation Supervisor Nathaniel Jarosz for their work in organizing this event. Pints by the Pond and Batavia Uncorked will return in 2025; 2) Niemela thanked Vice President Tilmon and Commissioners Bell and Larson for attending the ribbon cutting for the new pickleball courts at West Main Community Park. Improvements such as lighting may be phased into this project as the budget allows. The shade structure will be installed soon. The pickleball tournament was successful and the courts have been busy since they opened; 3) Coventry Hills Park and Peter Frieders Park have new park sign beds; 4) The Peg Bond Center new roof project is underway and is expected to be completed on schedule; 5) The

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Clark Island Recreation Area Fitness Courts are complete and open. The courts have a custom mural on them featuring native plantings found at the park and butterflies found in the area; 6) Blackard Skate-n-Bike Park located at Clark Island is taking shape; 7) Niemela shared a photo of the Clark Island kayak and canoe launch area ahead of an agenda item for a Letter of Intent to move the project forward with Kane County; and 8) Updated photos were shared of the Callahan Community Center construction project.

OLD BUSINESS – None.

NEW BUSINESS –

- A. Approval of Resolution #308: Estimating the Amount of Taxes to be Levied for Tax Year 2025**

President Callahan entertained a motion to approve Resolution #308: Estimating the Amount of Taxes to be Levied for Tax Year 2025. Motion was made by Tilmon, seconded by Bell. The roll was called. Ayes: Tilmon, Bell, Larson and Callahan. Nays: None. Abstain: None. Absent: Gray. Motion carried.

- B. Award of Contract for Website Redesign and Implementation**

President Callahan entertained a motion to Award the Contract for Website Redesign and Implementation to LLT Group of Naperville for an amount not to exceed \$126,000. Motion was made by Tilmon, seconded by Bell. The roll was called. Ayes: Tilmon, Bell, Larson and Callahan. Nays: None. Abstain: None. Absent: Gray. Motion carried.

- C. Approval of the Intergovernmental Agreement between the city of Batavia and the Batavia Park District for the Installation of Fiber Optic Cable to the Callahan Community Center**

President Callahan entertained a motion to approve the Intergovernmental Agreement between the city of Batavia and the Batavia Park District for the Installation of Fiber Optic Cable to the Callahan Community Center as presented. Motion was made by Tilmon, seconded by Bell. The roll was called. Ayes: Tilmon, Bell, Larson and Callahan. Nays: None. Abstain: None. Absent: Gray. Motion carried.

- D. Authorize the Executive Director to Issue a Letter of Intent to the County of Kane in Anticipation of an Intergovernmental Agreement for Canoe Launch Improvements**

President Callahan entertained a motion to authorize the Executive Director to issue a Letter of Intent to the County of Kane in anticipation of an Intergovernmental Agreement for canoe launch improvements. Motion was made by Tilmon, seconded by Bell. The roll was called. Ayes: Tilmon, Bell, Larson and Callahan. Nays: None. Abstain: None. Absent: Gray. Motion carried.

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- E. Ratify the Action of the Executive Director, nunc pro tunc, authorizing Change Order Proposal #001 (to be paid from the Contingency Balance) concerning the Existing Underground Sanitary and increasing the following contracts by the following amounts: Hargrave Builders, Inc in the amount of \$7,785; Jensen's Plumbing & Heating, Inc in the amount of \$71,032.02; Kellenberger Electric in the amount of \$2,528.**

President Callahan entertained a motion to ratify the action of the Executive Director, nunc pro tunc, authorizing Change Order Proposal #001 (to be paid from the Contingency Balance) concerning the existing underground sanitary and increasing the following contracts by the following amounts: Hargrave Builders, Inc in the amount of \$7,785; Jensen's Plumbing & Heating, Inc in the amount of \$71,032.02; Kellenberger Electric in the amount of \$2,528. Motion was made by Tilmon, seconded by Bell. The roll was called. Ayes: Tilmon, Bell, Larson and Callahan. Nays: None. Abstain: None. Absent: Gray. 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 8:19 PM. Motion was made by Tilmon, seconded by Bell. A voice vote was taken and the motion passed unanimously.



Secretary, Board of Commissioners
Batavia Park District

Line prepared by:
Lindsey Williams, Executive Assistant