

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
DECEMBER 19, 2023
CIVIC CENTER – BARTHOLOMEW ROOM**

REGULAR MEETING – The regular meeting was called to order at 7:00 PM by President Callahan.

ROLL CALL – President Callahan called for the roll. Commissioners in attendance were Bell, Tilmon, Gray, and Callahan. Larson was 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 Community Recreation Brittany Meyer; Director of Creative Development and Community Engagement Katie Burgess; Executive Assistant Lindsey Williams and Executive Director Allison Niemela.

Legal Counsel Erin Monforti and Batavia Parks Foundation member Mike Burke 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 November 21, 2023; Approval of the Paid Expenditures; Approval of the Expense Approval Report; Approval of the Investment Summary; Approval of the Income Statement; and Approval of Purchases. Motion was made by Tilmon, seconded by Gray to establish the Consent Agenda. The roll was called. Ayes: Tilmon, Gray, Bell and Callahan. Nays: None. Abstain: None. Absent: Larson. Motion carried.

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

GUESTS - MATTERS FROM THE PUBLIC – None.

MATTERS FROM COMMISSIONERS – Commissioner Gray shared her neighbor's family purchased a memorial tree and they were very happy with their experience. President Callahan thanked staff for the dedication and ribbon cutting for the Peace on Earth Bridge new letters.

BATAVIA PARKS FOUNDATION – Batavia Parks Foundation member Mike Burke celebrated a great year for the Foundation. The "Potluck and Planning" meeting was

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held for 2024 including plans for a “Peace Rocks” rock garden near the Peace Bridge. The Foundation recently welcomed new member Erin Pittman and the Board is now full. The 20th Anniversary Peace on Earth permanent artwork project is complete with the ribbon cutting on November 26th. Thank you to the Parks and Facilities crews for their help. Burke thanked Pat Callahan, Allison Niemela, Josh Wyant, Jim Redmon, and Katie Burgess for their partnership in completing the project.

PRESENTATIONS –

A. Fiscal Year 2024 Annual Operating Budget – Director of Finance Brent Strumpf presented an overview of the 2024 Annual Operating Budget.

CORRESPONDENCE – President Callahan acknowledged a letter from City of Batavia Finance Director Peggy Colby regarding the expiration of the TIF District. It will expire with the 2024 Levy, collected in 2025.

ANNOUNCEMENTS – Director of Creative Development and Community Engagement Burgess read the following announcements: 1) If your kids need to burn off a little extra cookie energy bring them to drop-in youth basketball open gym from 10 a.m. to 1 p.m. December 27-29 and January 2nd at the Batavia Civic Center. Kids 12 and under are \$3. Admission is free for adults; 2) Don’t worry adults – we have basketball for you also. This winter, join the adult basketball league. This season you can enroll in adult basketball as an individual or as a team. Thank you to community members who requested this new registration option; 3) Did you know that you can share your ideas for programs and activities directly with the Park District? To pitch an idea, visit bataviaparks.org/contact to submit your new program; 4) Prepare for your summer early and reserve your Hall Quarry Beach group outing date beginning January 2nd; 5) Does the cool holiday season have you dreaming of warm beverages and crunchy cookies? Bring your friends and enjoy an afternoon baking biscotti and creating spicy chai tea from scratch on January 6th. No experience needed; 6) Who loves friendship bracelets? If your child enjoys this trendy activity enroll them in the January 8th Klub Fun days off school program. Snacks, gym time, structured recreation and free time are included in this fun alternative to being at home. This program runs from 7:30 a.m.-5:30 p.m. The cost for the entire day of activities and childcare is \$55 for children ages 5-10 years; 7) Is it time to re-deck your halls? This January, the popular one-hour interior design adult variety classes return. The first class covers basic design principles while others cover bath & kitchen remodeling and color theory. Classes begin January 21st; 8) Remember, even if it is very cold, the ice on the Depot Pond may not be suitable for ice skating. Look for the green flag at the pond before you skate! Batavia Park District will post the notice of safe skating conditions on bataviaparks.org and on the District’s social media; and 9) Have you tried the District’s new text messaging customer service option? You can now text Batavia Park District at the main line 630-879-5235 and customer service staff will respond during business hours, Monday-Friday 8:30 a.m.-4:30 p.m.

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STAFF REPORTS – Director of Finance Strumpf shared the budget items are on the agenda for approval tonight. January 11th is the go live date for the new credit card processor.

Director of Facilities and Trades Wyant stated the Lacher Maintenance Facility parking lot improvements are almost complete. The abatement is finished at Callahan Community Center. He is working with Upland Design for the 90% review on the Clark Island Master Plan. There was a productive meeting for the Construction Manager for Callahan Community Center. Three finalists were selected and final interviews will be set up.

Director of Parks Hansen shared the seasons are changing and the Parks Department is preparing for snow. The weather has allowed for cutting back perennials and for more mulching.

Director of Talent and Culture Boerman updated open enrollment is complete as of December 1st. Job postings for seasonal positions and internships have been posted utilizing the new Paycor system. End of the year performance reviews are underway.

Director of Community Recreation Meyer shared new programs starting soon. A successful Breakfast with Santa was held a few weeks ago with the help of Batavia Rotary Club cooking breakfast. The Depot Museum is hosting a volunteer open house on January 13th.

Director of Creative Development and Community Engagement Burgess gave a shout out to Strategic Communications Specialist Gail Gaboda for her work mentoring high school students in graphic design. Photos and selfies are still being accepted for the upcoming Batavia Peace Bridge video. Email your photos to Katieb@bataviaparks.org

EXECUTIVE DIRECTOR'S REPORT – Executive Director Niemela shared a 2023 Year in Review highlighting the following: 1) Batavia received a 1st Place Blue Ribbon at the IAPD/IPRA State Conference; 2) "Ties and Tiaras", a dance for kids and their chosen adult was a big success; 3) The Depot Museum had a spring exhibit, "The Women Who Built Batavia"; 4) 150 Houston Street was named The Patrick J. Callahan Community Center. The Construction Manager selection process is moving along. The District is awaiting an official letter from the Illinois Department of Natural Resources (IDNR) on the award of a PARC Grant for The Callahan Community Center; 5) The current Civic Center is being reimagined into a future recreation center; 6) Niemela shared photos of

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the damage from a spring tornado and thanked the Parks Department for their cleanup efforts; 7) The Community Needs Assessment was completed and will help prioritize work plan goals. The Strategic Master Plan is budgeted for next year and the Community Needs Assessment will be the groundwork for a new plan; 8) In May, the Leadership Team attended the Legislative Conference in Springfield and met with former Batavia Park District legal counsel and current Illinois Speaker of the House Emmanuel Chris Welch; 9) Batavia Park District was awarded Kane County Chronicle's 2023 Readers' Choice for Best Summer Fun Park District Location for the Hall Quarry Beach; 10) The District was also named Best Park District by the Daily Herald's 2023 Readers' Choice Awards; 11) Surplus property was sold at the annual Community Wide Garage Sale. All proceeds supported the scholarship fund; 12) The Eastside Community Center received a parking lot facelift. Director of Parks Kim Hansen led the creation of the asphalt maintenance and replacement plan; 13) Niemela shared before and after photos of Jones Meadow Park; 14) New Horizons Preschool received a new logo. This logo will be submitted for an award at the upcoming IAPD/IPRA State Conference; 15) The Depot Museum offered two back-to school exhibits on local history; 16) President Pat Callahan celebrated 25 years of service and Vice President John Tilmon celebrated 15 years of service on the Park Board; 17) Before and after photos were shared from the newly resurfaced courts at Prairie and Lathem Park; 18) Williams Architects was engaged to create a plan with options for the maintenance facility or potentially a second facility; 19) The District received a \$600,000 OSLAD Grant for the Clark Island Recreation Expansion project; 20) The District also received a \$50,000 National Fitness Campaign Grant; 21) Fiber was installed at Hall Quarry Beach; 22) The Lacher Maintenance Facility received a new parking lot; 23) 209 S. River Street was demolished to preserve open space as part of the Philip B. Elfstrom Memorial Greenway; 24) The District streamlined timekeeping and recruitment into one system, Paycor; 25) Niemela shared a photo of the large mural in Civic Center lobby which will be submitted for a design award at the state conference; 26) Batavia Park District is an IAPD/IPRA Distinguished Accredited Agency; 27) The District was named a Chicago Tribune Top Workplace; 28) Niemela shared options for the Batavia Parks Foundations new rock garden location. Option B was favored by the Board as it is closer to the bridge and more accessible; 29) Photos were shared of the Peace on Earth letters in production. Shumway Studios has been hired to produce a continuation of the Peace on Earth project video; 30) The Peace on Earth new letters were dedicated and a ribbon cutting was held. Niemela thanked Commissioners Larson, Tilmon and President Callahan for attending; and 31) A photo of the Peace on Earth illuminated letters was shared.

OLD BUSINESS –

A. Approval of Naming the Park Site Located in the Prairie Commons Subdivision – Director of Parks Hansen shared a background of the project and the historical research from Depot Museum Director Kate Garrett on the park site at Prairie Commons Subdivision. Hansen shared proposed names and the Board discussed.

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President Callahan entertained a motion to name the park site at Prairie Commons Subdivision Peter Frieders Park. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Bell and Callahan. Nays: None. Absent: Larson. Motion carried.

NEW BUSINESS –

A. Approval of Fiscal Year 2024 Annual Operating Budget

President Callahan entertained a motion to approve the Fiscal Year 2024 Annual Operating Budget as presented. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Bell and Callahan. Nays: None. Absent: Larson. Motion carried.

B. Approval of Ordinance #414: Fiscal Year 2024 Tentative Budget and Appropriation Ordinance

President Callahan entertained a motion to make Ordinance #414: Fiscal Year 2024 Tentative Budget and Appropriation Ordinance available for public inspection. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Bell and Callahan. Nays: None. Absent: Larson. Motion carried.

C. Approval of Resolution #301: Fiscal Year 2024 Regular Meeting Schedule

President Callahan entertained a motion to approve Resolution #301: Fiscal Year 2024 Regular Meeting Schedule as presented. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Bell and Callahan. Nays: None. Absent: Larson. Motion carried.

EXECUTIVE SESSION – President Callahan entertained a motion to adjourn to Executive Session to discuss the Semi-Annual Review of Executive Session Minutes 2(c)(21) at 7:55 PM. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Bell, and Callahan. Nays: None. Absent: Larson. Motion carried.

Regular session was reconvened at 7:59 PM

ANY OTHER BUSINESS –

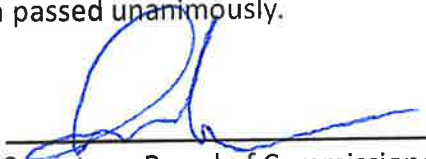
A. Approval of Resolution #302: Semi Annual Review of Executive Session Minutes

President Callahan entertained a motion to approve Resolution #302: A Resolution Regarding the Release of Closed Session Minutes and Authorizing the Destruction of Audio or Video Recordings of Certain Executive Sessions, as presented. Motion was

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made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Bell and Callahan. Nays: None. Abstain: None. Absent: Larson. Motion carried.

ADJOURNMENT – With no further business to come before the Board, the regular meeting was adjourned at 8:00 PM. Motion was made by Tilmon, seconded by Gray. A voice vote was taken and the motion passed unanimously.



Secretary, Board of Commissioners
Batavia Park District

Line prepared by:
Lindsey Williams, Executive Assistant