

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
APRIL 16, 2024
CIVIC CENTER – BARTHOLOMEW ROOM**

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

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

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; Executive Assistant Lindsey Williams; and Executive Director Allison Niemela.

Legal Counsel Erin Monforti and Batavia Parks Foundation Secretary Sarah Ryerson were also in attendance.

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

ITEMS REMOVED/ADDED/CHANGED ON AGENDA – Item 14B was amended from Award of Contract for Pickleball Court Renovation Project at West Main Community Park to Rejection of Bid for Pickleball Court Renovation Project at West Main Community Park. The project will be re-bid.

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 19, 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 Approval of CIP Purchase: New Holland L 185 Skid Steer. Motion was made by Tilmon, seconded by Gray to establish the Consent Agenda. The roll was called. Ayes: Tilmon, Gray, Larson, Bell 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 to approve the Consent Agenda. The roll was called. Ayes: Tilmon, Gray, Larson, Bell and Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

GUESTS - MATTERS FROM THE PUBLIC – None.

MATTERS FROM COMMISSIONERS – President Callahan welcomed everyone to spring and encouraged everyone to take part in Batavia Park District programming.

BATAVIA PARKS FOUNDATION – Sarah Ryerson, Secretary of the Batavia Parks Foundation, shared the following updates: 1) The Foundation thanks the Park Board of Commissioners and the Leadership Team for providing feedback on the Foundation’s Strategic Planning SWOT

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exercise. The Foundation Board is reviewing the findings and has the goal to finish refreshing the strategic plan by the end of 2024; 2) The Foundation has received the permit from City of Batavia to move forward with the Peace on Earth selfie station. Barring any material delays, the City of Batavia Public Works Department will install the station on the northwest William J. Donovan (Wilson Street) Bridge overlook planter; 3) Pitch in at the Parks, partnering with Batavia Plain Dirt Gardeners, is scheduled for Saturday, May 18th at the Batavia Riverwalk. Volunteers should meet at the check-in table by the Peace Garden at the Riverwalk South Plaza between 8:45-9:00 AM to sign waivers. Volunteers can work in the wildflower sanctuary area or assist with preparing the Peace Garden; 4) The Foundation is grateful for the District's support on the new Peace Rock Garden. Rock painting kits are available from Park District staff at the Civic Center front desk. Four groups have checked out kits so far including: New Horizon's Preschool, Moms Demand Action, Be SMART, and Valley Sheltered Workshop. There were also two pop up rock painting events at Kiss the Sky and Hearth and Hammer. Community artists are invited to paint larger rocks for the permanent installation portion of the garden; and 5) The Foundation is scheduled for numerous summer popups starting with the District's new Batavia Uncorked event, distributing complimentary water bottles for participants. Additional summer pop ups include: June 19th at the River Rhapsody concert, June 29th at Water Street Studios "True Colors" Gallery event, July 6th at Batavia Farmer's Market Community Tent, and July 31st at the River Rhapsody concert. The Foundation is pleased to be a sponsor for the River Rhapsody summer concert series.

CORRESPONDENCE – President Callahan acknowledged a letter from We Grow Dreams Greenhouse and Garden Center thanking Batavia Park District for donating four passes to Hall Quarry Beach and acknowledged an email received from resident Leah Lemman thanking the Batavia Park District for hosting open gym hours during the winter months and over Spring Break.

ANNOUNCEMENTS – Director of Talent and Culture Lynn Boerman shared the following announcements: 1) Does the warm weather have you looking forward to summer? Don't worry, a little bit of summer fun is arriving in your mailboxes this week. The Summer Fun Guide is full of exciting family events and new programs and arrives to in-district homes on Friday, April 19th. Can't wait that long? You can prepare for your summer by exploring the guide online at bataviaparks.org. In-district registration begins Monday, April 22nd and out of district registration begins April 29th; 2) In Batavia, summer fun also involves sun, sand and splashing. In a little over a month, Hall Quarry Beach will be open. Time is running out to save an average of \$30 off each pass by purchasing your passes before the beach opens Memorial Day weekend. Purchase your passes online at bataviaparks.org or at either District office; 3) April showers bring May showers...wedding and bridal showers that is! If you are looking for a memorable venue with an amazing price look to Batavia Park District. Rental dates are filling quickly for the Peg Bond Center on the scenic Riverwalk and the iconic Shannon Hall. If you need space for your upcoming graduation parties, we have venues to hold groups of 5 to 200. Please call for availability; 4) Do you love live music? Start your summer off on a high note with the first live

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music concert of the season during Batavia Uncorked on June 8. For \$10 you can enjoy three hours of live music and unlimited water and soft drinks with the designated driver ticket. Or for \$15 more you can participate in the wine tasting portion of the event. Don't worry, there will be food! Three food vendors will be on site to satisfy your culinary appetites. Purchase tickets online or at either District offices; 4) If you are looking for something to do that is uniquely Batavia – experience the joys of the popular Cheers through the Years Historical Pub Crawl or the History Trolley Tour. These two events are part of this year's Preservation Week brought to you by the Batavia Depot Museum, the Batavia Historical Society, the Batavia Public Library, Batavia MainStreet and the Preservation Partners of Fox Valley. Learn more about all of the activities on bataviaparks.org by searching for the Batavia Depot Museum. During Preservation Week, April 28-May 4th, follow the Batavia Depot Museum on Facebook for fun hidden history stories, local trivia and pop-up experiences; 5) Kids and adults can experience the joy of running their first road race by participating in the Windmill Whirl 1 Mile Fun Run or the 5k Race. The new kids' race is a fun way to introduce races and the joy of running to young runners. Registration information is available at bataviaparks.org; and 6) Enjoy the amazing spring weather and explore your local community and neighborhood parks.

STAFF REPORTS – Director of Finance Strumpf shared the Financial Statement Audit final fieldwork is taking place next week. He stated land-cash funds are received on a reimbursement basis from the City of Batavia. The District can only request reimbursement for completed projects and the City of Batavia can only pay out from cash on-hand.

Director of Facilities and Trades Wyant shared the Clark Island Recreation Center Expansion Project is out to bid. The award of contract is expected at the next Park Board meeting. Hall Quarry Beach sand grading is scheduled to start on April 22nd and water filling is expected a few days later.

Director of Parks Hansen shared an update on butterfly house projects. Girl Scout Troop #504 has been working on building the butterfly houses and will be installing them around Batavia this week including at Big Woods Park. The Girl Scout Troop will present their project to the Board in the next few months. Hansen also shared more information on the Illinois Urban Forest Strike Team. This is a team of arborists recruited by the Illinois Department of Natural Resources (IDNR). Superintendent of Parks and Certified Arborist, Alex Macias has been recruited to join the team. After training, the Strike Team can be deployed anywhere in Illinois. This is a 5-year commitment with a minimum of three deployments. Deployments are fully paid by the IDNR.

The Board congratulated Kim on 20 years with Batavia Park District.

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Director of Talent and Culture Boerman shared an update on the All Staff Meeting held on April 10th at Shannon Hall. Approximately 65 employees attended. Executive Director Niemela shared District wide achievements and updates, department heads shared information and updates from their departments, and attendees also completed their annual employee safety training with the Safety Committee. Another All Staff Meeting is scheduled for the fall. Additionally, the Hall Quarry Beach is fully staffed for the season. Summer interns will be starting in May. There will be two recreation interns and one marketing intern.

EXECUTIVE DIRECTOR’S REPORT – Executive Director Niemela shared the following updates: 1) Photos of the Facilities and Trades Department installing new basketball hoops at Batavia Apartments. Funding for the project was provided by CHIP IN Batavia and Batavia Activity & Athletic Foundation; 2) A side by side comparison between the Peg Bond Center roof replacement bids received in 2022 and 2024. Rejecting the 2022 bid and waiting to re-bid the project in 2024 saved the District \$254,500; 3) Batavia Park District has a new in-house soccer league, Energy City Soccer. Niemela also shared the new logo for the league designed by the District’s Marketing Department; 4) Batavia Depot Museum is hosting a ribbon cutting for the new History Garden on June 1st at 10:00 AM. The garden will feature vegetables and perennials that have historically been grown in Batavia; and 4) Photos of the District’s Leadership Team explaining their representation and outreach in the community and industry.

OLD BUSINESS –

A. Discussion and Approval of Naming a Park Site Located in the Coventry Hills Subdivision

Director of Parks Hansen shared more information on the previously named park site located in the Coventry Hills Subdivision. The Board discussed the options.

President Callahan entertained a motion to rename the Park Site Located in the Coventry Hills Subdivision to Coventry Hills Park. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Larson, Bell and Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

NEW BUSINESS –

A. Award of Contract for Peg Bond Center Roofing Project

President Callahan entertained a motion to award the contract for the Peg Bond Center Roofing Project to Sealtight Exteriors of Steger, Illinois in the amount of \$119,500. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Larson, Bell and Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

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B. Rejection of Bid for Pickleball Court Renovation Project at West Main Community Park

President Callahan entertained a motion to reject the bid for the Pickleball Court Renovation Project at West Main Community Park. Motion was made by Tilmon, seconded by Bell. The roll was called. Ayes: Tilmon, Bell, Larson, Gray and Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

C. Award of Contract for Callahan Community Center and Museum Expansion Project: Selective Demolition

President Callahan entertained a motion to award the contract for the Callahan Community Center and Museum Expansion Project: Selective Demolition to Kinsale Contracting Group of Westmont, Illinois for the base bid amount of \$89,700. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Larson, Bell and Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

D. Award of Contract for Callahan Community Center and Museum Expansion Project: Sitework and Concrete

President Callahan entertained a motion to award the contract for the Callahan Community Center and Museum Expansion Project: Sitework and Concrete to Baumgartner Construction of Naperville, Illinois for the base bid amount of \$407,919. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Larson, Bell and Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

E. Award of Contract for Callahan Community Center and Museum Expansion Project: Masonry

President Callahan entertained a motion to award the contract for the Callahan Community Center and Museum Expansion Project: Masonry to Weaver Construction of Sycamore, Illinois for the base bid amount of \$273,970. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Larson, Bell and Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

F. Award of Contract for Callahan Community Center and Museum Expansion Project: Roofing

President Callahan entertained a motion to award the contract for the Callahan Community Center and Museum Expansion Project: Roofing to DCG Roofing Solutions, Inc. of Melrose Park, Illinois for the base bid amount of \$316,614. Motion was made

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

**G. Award of Contract for Callahan Community Center and Museum Expansion Project:
General Trades**

President Callahan entertained a motion to award the contract for the Callahan Community Center and Museum Expansion Project: General Trades to Hargrave Builders of South Elgin, Illinois for the base bid amount of \$1,975,450. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Larson, Bell and Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

**H. Rejection of Bid for Callahan Community Center and Museum Expansion Project: Glass
and Glazing**

President Callahan entertained a motion to reject the bid for the Callahan Community Center and Museum Expansion Project: Glass and Glazing to re-bid the package. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Larson, Bell and Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

**I. Award of Contract for Callahan Community Center and Museum Expansion Project:
Flooring**

President Callahan entertained a motion to award the contract for the Callahan Community Center and Museum Expansion Project: Flooring to Douglas Floor Covering of North Aurora, Illinois for the base bid amount of \$221,000. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Larson, Bell and Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

**J. Award of Contract for Callahan Community Center and Museum Expansion Project:
Fire Sprinkler**

President Callahan entertained a motion to award the contract for the Callahan Community Center and Museum Expansion Project: Fire Sprinkler to Nelson Fire Protection of Rockford, Illinois for the base bid amount of \$81,862. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Larson, Bell and Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

**K. Rejection of Bid for Callahan Community Center and Museum Expansion Project:
Plumbing**

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President Callahan entertained a motion to reject the bid for the Callahan Community Center and Museum Expansion Project: Plumbing to re-bid the package. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Larson, Bell and Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

L. Award of Contract for Callahan Community Center and Museum Expansion Project: HVAC

President Callahan entertained a motion to award the contract for the Callahan Community Center and Museum Expansion Project: HVAC to MG Mechanical Contacting, Inc. of Woodstock, Illinois for the base bid amount of \$878,000. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Larson, Bell and Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

M. Award of Contract for Callahan Community Center and Museum Expansion Project: Electrical

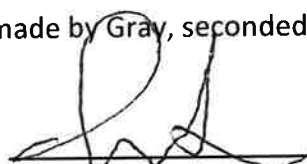
President Callahan entertained a motion to award the contract for the Callahan Community Center and Museum Expansion Project: Electrical to Kellenberger Electric, Inc. of Elgin, Illinois for the base bid amount of \$1,251,125. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Larson, Bell and Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

EXECUTIVE SESSION – President Callahan entertained a motion to adjourn to Executive Session to discuss Personnel 2(c)(1) at 7:59 PM. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Larson, Bell and Callahan. Nays: None. Absent: None. Motion carried.

The meeting resumed at 8:36 PM

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 8:36 PM. Motion was made by Gray, 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