

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
DECEMBER 21, 2021
CIVIC CENTER – BARTHOLOMEW ROOM**

REGULAR MEETING – The regular meeting was called to order at 7:01 p.m. by Vice-President Tilmon.

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

Staff in attendance were Director of Finance Shane Johnson; Director of Parks Kim Hansen; Director of Facilities and Trades Josh Wyant; Director of Marketing and Public Relations Debbie Gentry; Executive Assistant Lindsey Kaminsky; and Executive Director Allison Niemela. Batavia Parks Foundation President Britta McKenna and Legal Counsel Adam Simon were also in attendance.

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

ITEMS REMOVED/ADDED/CHANGED ON AGENDA – Item 10 (Announcements) was removed from the agenda.

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 September 21, 2021 Executive Session Meeting; Approval of Minutes from the November 16, 2021 Regular Board Meeting; Approval of Minutes from the November 30, 2021 Special Board Meeting; Approval of the Paid Expenditures; Approval of the Expense Approval Report; Approval of the Investment Summary; Approval of the Income Statement; Approval of Purchases.** Motion was made by Gray, seconded by Riley to establish the Consent Agenda. The roll was called. **Ayes: Gray, Riley, Connolly and Tilmon. Nays: None. Abstain: None. Absent: Callahan. Motion carried.**

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

GUESTS - MATTERS FROM THE PUBLIC – None.

MATTERS FROM COMMISSIONERS – Connolly suggested the Board hold their upcoming Board Meetings via Zoom due to the rise of COVID cases. There was a consensus from the Board to move forward with Zoom meetings beginning in January 2022.

BATAVIA PARKS FOUNDATION – Foundation President Britta McKenna provided an overview of 2021 and outlined goals, programs and events for 2022. Foundation President McKenna stated the Foundation intends to have a Board Member attend

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every other Park Board Meeting. Foundation Vice-President Stefin Steberl will attend the February 2022 Park Board Meeting.

CORRESPONDENCE – Vice-President Tilmon acknowledged a letter from the Batavia Historical Society stating their Board is working on a letter of agreement to begin the process of transferring funds to help with the expansion of the museum.

ANNOUNCEMENTS – This item was removed from the agenda.

STAFF REPORTS –

Director of Finance Johnson advised the Board on the following: Open Enrollment for the Park District's insurance plan was held online for all eligible employees; employees and supervisors will conduct 2021 reviews through the end of the year establishing work plan goals and performance goals for 2022; the Park District's new Human Resources Manager, Lynn Boerman, started on December 6; the 2022 IAPD/IPRA State Conference is scheduled for January 27 – 30.

Director of Facilities and Trades Wyant advised the Board on the following: the online community vote for Washington Park has been completed. Three different playground styles were presented to the public to be voted on. 158 votes were received over a one-week period, with the Kompan design winning with 65.8% of the votes.

Director of Parks Hansen advised the Board on the following: the Park District is ready to accept the Prairie Commons property from the developer.

Director of Marketing and Public Relations Gentry advised the Board on the following: the Winter Fun Guide is online and has been mailed to residents. The Fun Guide includes a special event pullout calendar for 2022; the 2020 Annual Report is almost complete and is expected to be posted on the website in the upcoming week; staff has registered the Park District for four areas in the 2022 IAPD/IPRA Conference Agency Showcase competition.

EXECUTIVE DIRECTOR'S REPORT – Executive Director Niemela gave a "Year in Review" presentation including the following: 1) 2021 has been a year of recovery and rebuilding for the Park District. Thank you to the Board, Leadership Team and staff; 2) Ice skating at the Depot Pond had the most consecutive days open (30) in early 2021. The ice skating rink provided residents the opportunity to get outside during COVID; 3) The Fox River Corridor Master Plan kicked off in 2021; 4) In Q1, the Park District received \$28,552.11 from the Kane County COVID Relief Fund. Thank you to Finance Director Shane Johnson for his work to obtain this funding; 5) Before and after pictures of the renovation at Shannon Hall were shared. There has been an uptick in rentals due to the renovation; 6)

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Before and after pictures of the renovation at The Lodge at Laurelwood were shared; 7) Before and after pictures of renovations at the Civic Center where shared. The renovations created additional offices and conference rooms for staff; 8) Before and after pictures of the Hall Quarry Beach were shared. The fencing and parking lot were improved and sidewalk was added; 9) Hall Quarry Beach received a brand new logo; 10) The Park District continued with the Virtual Recreation Center; 11) Kids Club was expanded to be at every Elementary School in Batavia; 12) The Park District developed a partnership with the Strikers at Fox Valley; 13) John Tilmon was re-elected for a six year term, Molly Connolly was elected for a two year term, and Director of Depot Museum Kate Garrett was elected as the Clerk for the City of Batavia; 14) The Windmill Festival was held in August of 2021, and the Park District was pleased to offer the Festival in some capacity; 15) The Park District won the IPRA Exceptional Workplace Award; 16) The Zen Room concept was created by Recreational Supervisor Kathy Freedlund. A grant was received by PDRMA to create the Zen Room; 17) The River Rhapsody Concert Series went very well this year. This was the first year alcohol was offered, and we expect to offer alcohol again next year; 18) Before and after pictures of the Depot retaining wall were shared; 19) 150 Houston Street was purchased in 2021. Design and engineering plans will be worked on next year; 20) Before and after pictures of the work completed at Hamlet Park were shared; 21) The Washington Park concept was selected by an online vote. Kompan's design was chosen by the community vote; 22) Director of Facilities and Trades Josh Wyant received the Patriot Award from the Employer Support of the Guard and Reserve; 23) The Prairie Commons land swap was completed with the City; 24) The Park District hosted a retirement party for five employees in December; 25) Happy Holidays!

PRESENTATIONS – Fiscal Year 2022 Annual Operating Budget – Finance Director Johnson presented the Board with a high level overview of the proposed fiscal year 2022 budget.

OLD BUSINESS – None.

NEW BUSINESS –

A. Approval of Ordinance #402: An Ordinance Amending the Appropriation Ordinance for the Fiscal Year Beginning January 1, 2021 and Ending on December 31, 2021

Vice-President Tilmon entertained a motion to approve Ordinance #402: An Ordinance Amending the Appropriation Ordinance for the Fiscal Year Beginning January 1, 2021 and Ending on December 31, 2021. Motion was made by Gray, seconded by Riley. The roll was called. Ayes: Gray, Riley, Connolly and Tilmon. Nays: None. Abstain: None. Absent: Callahan. Motion carried.

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- B. Approval of Fiscal Year 2022 Annual Operating Budget** – Earlier tonight, staff presented the Board with the final budget document.

Vice-President Tilmon entertained a motion to approve Fiscal Year 2022 Annual Operating Budget. Motion was made by Gray, seconded by Riley. The roll was called. Ayes: Gray, Riley, Connolly and Tilmon. Nays: None. Abstain: None. Absent: Callahan. Motion carried.

- C. Approval of Ordinance #403: Fiscal Year 2022 Tentative Budget and Appropriation Ordinance** – The Ordinance will be made available for the required 30-day public inspection period prior to its adoption at the January 2022 Board meeting.

Vice-President Tilmon entertained a motion to approve Ordinance #403: Fiscal Year 2022 Tentative Budget and Appropriation Ordinance. Motion was made by Gray, seconded by Riley. The roll was called. Ayes: Gray, Riley, Connolly and Tilmon. Nays: None. Abstain: None. Absent: Callahan. Motion carried.

- D. Approval of Ordinance #404: An Ordinance Providing for the Issue of Approximately \$741,500 General Obligation Limited Tax Park Bonds, Series 2022, of the District for the Payment of Land for Parks, for the Building, Maintaining, Improving and Protecting of the Same and the Existing Land and Facilities of the District and for the Payment of the Expenses Incident Thereto, Providing for the Levy of a Direct Annual Tax to Pay the Principal and Interest on the Bonds, and Authorizing the Sale of the Bonds to the Purchaser Thereof** – Aaron Gold of Speer Financial made a brief post-pricing presentation and addressed questions from the Board.

Vice-President Tilmon entertained a motion to approve Ordinance #404: An Ordinance Providing for the Issue of Approximately \$741,500 General Obligation Limited Tax Park Bonds, Series 2022, of the District for the Payment of Land for Parks, for the Building, Maintaining, Improving and Protecting of the Same and the Existing Land and Facilities of the District and for the Payment of the Expenses Incident Thereto, Providing for the Levy of a Direct Annual Tax to Pay the Principal and Interest on the Bonds, and Authorizing the Sale of the Bonds to the Purchaser Thereof. Motion was made by Gray, seconded by Riley. The roll was called. Ayes: Gray, Riley, Connolly and Tilmon. Nays: None. Abstain: None. Absent: Callahan. Motion carried.

- E. Approval of Resolution #281: Fiscal Year 2022 Regular Meeting Schedule** - This is a Park Code requirement and provision within the Illinois Open Meetings Act.

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The Park District is required to schedule, pass by Resolution and post to the public and media the Regular Board Meeting dates that will be conducted for the year.

Vice-President Tilmon entertained a motion to approve Resolution #281: Fiscal Year 2022 Regular Meeting Schedule. Motion was made by Gray, seconded by Riley. The roll was called. Ayes: Gray, Riley, Connolly and Tilmon. Nays: None. Abstain: None. Absent: Callahan. Motion carried.

EXECUTIVE SESSION – Vice President Tilmon entertained a motion to adjourn into Executive Session at 7:50 p.m. to discuss Setting the Price for Grant of Property Rights 2(c)(6); Personnel 2 (c)(1); Semi Annual Review of Executive Session Minutes 2 (c)(21). Motion was made by Gray, seconded by Riley. The roll was called. Ayes: Gray, Riley, Connolly and Tilmon. Nays: None. Abstain: None. Absent: Callahan. Motion carried.

Regular Session was reconvened at 8:40 p.m.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD –

- A. Approval of Resolution #282: Semi Annual Review of Executive Session Minutes** - This is a bi-annual requirement under the provisions of the Open Meetings Act that the agency and governing board review the minutes and determine if they should remain closed and exempt from the Freedom of Information Act.

Vice-President Tilmon entertained a motion to approve Resolution #282: Semi Annual Review of Executive Session Minutes. Motion was made by Gray, seconded by Riley. The roll was called. Ayes: Gray, Riley, Connolly and Tilmon. Nays: None. Abstain: None. Absent: Callahan. Motion carried.

ADJOURNMENT – With no further business to come before the Board, the regular meeting adjourned at 8:41 p.m. Motion was made by Gray, seconded by Connolly. A voice vote was taken and the motion passed unanimously.



Secretary, Board of Commissioners
Batavia Park District

Line prepared by:
Lindsey Kaminsky, Executive Assistant