

**BATAVIA PARK DISTRICT  
REGULAR BOARD MEETING MINUTES  
FEBRUARY 16, 2021  
VIRTUAL MEETING**

**REGULAR MEETING** – The regular meeting was held as a virtual meeting and called to order at 7:00 p.m. by President Callahan.

**ROLL CALL** – President Callahan called for the roll. Commissioners in attendance via video were Riley, Tilmon, Gray, and Callahan. Absent: Connolly. Staff in attendance via video were Director of Parks & Properties Eric Lacher; Director of Community Recreation Brittany Meyer; Interim Director of Parks Kim Hansen; Interim Director of Facilities Josh Wyant; Director of Finance Shane Johnson; and Executive Director Allison Niemela. Legal counsel Joyce Jezeer was also in attendance.

**PLEDGE OF ALLEGIANCE** – In lieu of the Pledge of Allegiance, a moment of silence was held in honor of those affected by the current pandemic.

**CALL TO ORDER – PUBLIC HEARING** – President Callahan entertained a motion to call to order a public hearing concerning the Budget and Appropriations Ordinance. Roll call: Tilmon, Riley, Gray and Callahan. Absent: Connolly. President Callahan entertained a motion to close the public hearing at 7:07 p.m. Motion was made by Tilmon, seconded by Riley. A voice vote was taken and the motion passed unanimously. No public or written comments were received.

**ITEMS REMOVED/ADDED/CHANGED ON AGENDA** – On Agenda item 15A, the Ordinance number was changed to #395.

**CONSENT AGENDA** – President Callahan entertained a motion to establish the Consent Agenda as presented which included approval of the following: minutes from the Regular Board Meeting held January 19, 2021; minutes from the Executive Session held January 19, 2021; Paid Expenditures; Expense Approval Report; Investment Summary; Approval of Purchases; and Approval of the Executive Director Employment Agreement. Motion was made by Tilmon, seconded by Riley to establish the Consent Agenda. The roll was called. Ayes: Tilmon, Riley, Gray, and Callahan. Nays: None. Abstain: None. Absent: Connolly. Motion carried.

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

**GUESTS - MATTERS FROM THE PUBLIC** - Prior to the meeting, the public was invited to call into the meeting to address the Board or submit a public comment that would be read at the meeting by emailing: [allisonn@bataviaparks.org](mailto:allisonn@bataviaparks.org).

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**BATAVIA PARKS FOUNDATION** – Foundation Board Member Mike Burke said the Batavia Parks Foundation is partnering with Britta McKenna to move forward on the Encore Batavia projects she is leading.

**PRESENTATIONS –**

- A. Encore Batavia Intergenerational Playground Project: Britta McKenna of Four Hawks, LLC presented an overview of 2020 and preview of 2021 of their work, including inviting the Batavia Park District to collaborate with its intergenerational advisory council if they need a focus group on any matters, and a request for forming an exploratory team comprised of Encore and the Batavia Park District Board and Staff to look at physical space for the Intergenerational Playground and Men’s Shed, as well as viability, timing, programming, zoning and other complexities, and potential revenue opportunities. Tilmon and Callahan volunteered to be a part of the Men’s Shed exploratory team, and Lacher, Wyant and Hansen will be a part of the Intergenerational Playground exploratory team; Meyer and Niemela also will be involved, as needed, on either team.

**MATTERS FROM COMMISSIONERS** – None.

**CORRESPONDENCE –**

- A. Retirement/resignation letter from Director of Parks & Properties Eric Lacher.

**STAFF REPORTS –**

Director Lacher thanked the Board and Staff for all their support and encouragement in his 35 years with the Batavia Park District.

Interim Director of Facilities Wyant advised the Board that the Shannon Hall redecoration project is going well, from plaster work and painting to light fixtures and flooring soon to come; playground replacement went to bid on February 2; Hall Quarry parking lot renovation project discussions are underway with the City of Batavia; maintenance shop office renovations are also continuing, to be completed soon.

Interim Director of Parks Hansen advised the Board we are filling up our greenhouse again; Antonio will be taking care of cutting plants for all of our parks. The ice rink has been a huge success this year; Alex Macias has worked to keep it open as much as possible, this season a total of 23 days.

New Aquatics and Facilities Supervisor Tony Senkevicius and Recreation Intern Julie Galaner introduced themselves to the Board.

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Director Meyer advised the Board that this spring we will be starting gardening classes, in partnership with We Grow Dreams (DIY terrarium classes were originally suggested by Commissioner Connolly), along with trivia tween nights, and revamped 5:45 a.m. fitness classes.

Director Johnson advised the Board that he has been focusing on 2020 year-end work; auditors from Sikich conducted their preliminary fieldwork remotely on January 20; as part of the annual audit, Sikich will be sending all Board members an email with fraud interview questions; audit final fieldwork will occur the last week in March; documentation for the second wave of funds allocation for the Kane County Coronavirus Relief Fund is due by February 23.

**EXECUTIVE DIRECTOR’S REPORT** - Executive Director Niemela presented the following to the Board: 1) The Batavia Park District was awarded the 2020 Exceptional Workplace Award by the IPRA; 2) The Park District partnered with Batavia MainStreet to present “For the Love of Local” live ice sculpture event; 3) Shannon Hall redecoration before and after photos; 4) The Depot Museum exhibit, “Heart and Hustle – Batavia Sports Legends” will be on display March 1 through August 1; 5) Our Depot Pond was open a record 23 days this winter, and Director Meyers will be working on innovative events and sponsorships for next year that will include the Depot Pond; 6) A slideshow celebration featuring highlights from Director Lacher’s many years of service with the Park District was shared.

**OLD BUSINESS** – None.

**NEW BUSINESS** –

- A. Approval of Ordinance #395: Fiscal Year 2021 Budget and Appropriations Ordinance

**President Callahan entertained a motion to approve the Ordinance #395: Fiscal Year 2021 Budget and Appropriations. Motion was made by Tilmon, seconded by Riley. The roll was called. Ayes: Tilmon, Riley, Gray, and Callahan. Nays: None. Abstain: None. Absent: Connolly. Motion carried.**

- B. Award of Contract for Playground Replacement Project at Hamlet Park

**President Callahan entertained a motion to reject the bid of Absolute Home Improvement & Cleaning Services on the basis of non-response to the bid. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Riley and Callahan. Nays: None. Abstain: None. Absent: Connolly. Motion carried.**

**President Callahan entertained a motion to award the contract for playground replacement project at Hamlet Park to the most responsible and responsive bidder,**

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**Hacienda Landscaping, in the amount of \$94,373. Motion was made by Tilmon, seconded by Riley. The roll was called. Ayes: Tilmon, Riley, Gray and Callahan. Nays: None. Abstain: None. Absent: Connolly. Motion carried.**


**C. Teleworking Policy: First Reading and Review**

The Board discussed the first reading of the Teleworking Policy. The Board was asked to forward any comments and/or suggested changes to Executive Director Niemela and she will share with all Board members. Legal Counsel Jezeer at Ancel Glink also will review the changes.

**EXECUTIVE SESSION – None.**

**ANY OTHER BUSINESS – None.**

**ADJOURNMENT** - With no further business to come before the Board, the regular meeting adjourned at 8:32 p.m. The roll was called. Ayes: Tilmon, Riley, Gray and Callahan. Nays: None. Abstain: None. Absent: Connolly.



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Secretary, Board of Commissioners  
Batavia Park District

Line prepared by:  
Allison Niemela