

**BATAVIA PARK DISTRICT  
REGULAR BOARD MEETING MINUTES  
FEBRUARY 18, 2020  
CIVIC CENTER - BARTHOLOMEW ROOM**

**REGULAR MEETING** – The regular meeting was called to order at 7:02 p.m. by Vice President Tilmon.

**ROLL CALL** – Vice President Tilmon called for the roll. Commissioners in attendance were Riley, Dorsey, Tilmon, and Gray. President Callahan was absent. Staff in attendance included Director of Capital Projects and Contractual Services Jim Eby; Director of Finance Mitch Bowlin; Director of Parks & Properties Eric Lacher; Director of Community Recreation Brittany Meyer; Director of Marketing and Public Relations Katie Drum; Executive Director Allison Niemela; and Executive Assistant Shelley Kouzes. Also in attendance were Legal Counsel Jim Rock and ShawnTe Raines.

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

**ITEMS REMOVED/ADDED/CHANGED ON AGENDA** – None.

**CONSENT AGENDA** – Vice President Tilmon entertained a motion to establish the Consent Agenda which included approval of the following: minutes from the Regular Board Meeting held January 21, 2020; minutes from the Executive Session held January 21, 2020; Paid Expenditures; Expense Approval Report; Investment Summary; Income Statement; Approval of Purchases; approval of Resolution #264: Open Meetings Act (OMA) Designations; and approval of Ordinance #389: Surplus Property. Motion was made by Gray, seconded by Dorsey to establish the Consent Agenda. The roll was called. Ayes: Riley, Dorsey, Tilmon, Gray. 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 Dorsey, seconded by Gray. A voice vote was taken and the motion passed unanimously.

**GUESTS - MATTERS FROM THE PUBLIC** – Batavia resident Dave Hrycewicz addressed the Board to inquire when the answers to questions asked at the February 8<sup>th</sup> information session at Shannon Hall would be available. He was informed by Commissioner Tilmon that the information was recently updated on the Park District website.

**MATTERS FROM COMMISSIONERS** – Commissioner Gray commended marketing staff on the positive responses to questions posted on social media in regards to the referendum. Commissioner Tilmon concurred. Commissioner Riley enjoyed attending the annual Illinois Association of Park Districts/Illinois Park and Recreation Association conference and congratulated staff on the awards won at the conference.

**BATAVIA PARKS FOUNDATION** – Executive Director Niemela advised the Board the Foundation is in search of additional Board members. Please contact President Cory Poris-Plasch at [bataviaparksfoundation@gmail.com](mailto:bataviaparksfoundation@gmail.com) if you are interested.

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**FOX VALLEY SPECIAL RECREATION ASSOCIATION** – FVSRA is currently wrapping up their strategic master plan.

**CORRESPONDENCE** – 1) Letter from pickleball players thanking the Park District for granting the request to decrease the cost of the program.

**ANNOUNCEMENTS** – Director Drum read the following announcements: 1) Batavia, you have been patient and it's finally time to say aloha to savings! That's right, your favorite flash sale is just around the corner. Monday, February 24 through Saturday, February 29, Hall Quarry Beach individual and family season passes are more than 40% off to help you think warm thoughts of summer as we finish the winter season. New this year- season pass renewals will be available for purchase online! This is also a special year for the Quarry, as we are celebrating its centennial. In honor of the 100<sup>th</sup> anniversary, we will be providing a free gift to the first 100 households that register in person at either the Civic Center or Eastside Community Center. But hurry, this sales lasts for one week only!; 2) Election Day is less than a month away and we want to make sure you have as much information as you need about the Park District referendum so you can make an informed decision for your household on March 17! Be sure to visit our website to learn more about the BARC (Batavia Activity & Recreation Center) amenities, tax impact, business plan, frequently asked questions, and much more. You can also join us for a final Public Information Meeting on Tuesday, March 3 at 7:00 p.m., here at the Civic Center; 3) It's Black History Month and it's the perfect time to save the date for the upcoming Depot Museum Spring Exhibit: Community, Culture, and Conversations- African American Heritage in Batavia. This exhibit will shine a light on the long history of African Americans in Batavia. The exhibit is open March 2 –June, however, you are invited to a special Opening Reception at the Museum on Thursday, March 5, from 5:00-7:00 p.m. You can learn more at [bataviainhistoricalsociety.org](http://bataviainhistoricalsociety.org)!; 4) And if you love the Depot Museum as much as we do, you are invited to a Museum Volunteer Open House on Friday, March 20 from 2:00-4:00 p.m. Learn more about volunteer opportunities throughout the year at this historic facility in Batavia; 5) Last but not least- if you are looking for a seasonal summer job we have many opportunities for you, including three internship options! The Depot Museum, Marketing, and Recreation Departments are each looking for a talented intern to join the team this season. You can check out the job descriptions and apply at [bataviaparks.org/employment](http://bataviaparks.org/employment).

**STAFF REPORTS** – Director Eby advised the Board there will be an open house at the Depot Museum tonight from 5:00 – 7:00 p.m. along with an exhibit in honor of Black History Month: Community, Culture, and Conversations - African American Heritage in Batavia. Playground replacements are planned this year for Levi Newton and Wind Energy parks.

Director Bowlin advised the Board the District is currently undergoing our annual audit by Sikich. The District received a Certificate of Achievement in Financial Reporting for 2018 from the Government Finance Officers Association.

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Director Lacher advised the Board the Peace on Earth letters have been taken down for the season. Ice at the Depot Pond has not been safe for skating so far this year. Check on our website for notifications. As soon as the ground is solid enough, brush from tree trimming will be collected.

Director Meyer advised the Board Kindergarten Enrichment registration opened and is filling up quickly. The spring brochure came out today with new programs including cooking classes. Skate board camps and classes will be offered at our skate park.

Director Drum advised the Board the District brought home awards from the annual IAPD/IPRA conference agency showcase competition including 1<sup>st</sup> place in the Large Format Marketing category for the Hall Quarry Beach mural and 3<sup>rd</sup> place for both the Website and Paid Ad categories. A “Most Fun” award was received for the 2019 Anniversary Marketing Campaign, as well as an honorable mention for our 1992 “Retro Brochure.” The District will undergo a Green Audit on July 14<sup>th</sup>, 15<sup>th</sup> and 16<sup>th</sup>.

**EXECUTIVE DIRECTOR’S REPORT** – Executive Director Niemela presented the following highlights: 1) Legal counsel Jim Rock will be retiring at the end of this month from Ancel Glink. Attorneys ShawnTe Raines and Chris Welch will be the District’s new legal counsel; 2) Playground equipment removed from Big Woods Park has been installed in South Africa; 3) The District received the Certificate of Achievement in Financial Reporting for 2018 from the Government Finance Officers Association; 4) The Park District is going to referendum to build a Batavia Activity and Recreation Center (BARC). Amenities include an eight lane pool, a multi activity court (MAC) gymnasium, a U8 indoor turf field with overlaying tiles to create a basketball court over the turf, an indoor walking track, a wellness/cardio area, a group exercise area, multipurpose rooms, and an open social gathering area. The proposed center would be located in the Fox Valley Business Park. More information may be found on the District website ([www.bataviaparks.org](http://www.bataviaparks.org)).

**OLD BUSINESS** – None.

**NEW BUSINESS** –

- A. Award of Contract for Playground Replacement Projects at Wind Energy Park and Levi Newton Park** – Director of Capital Projects and Contractual Services Jim Eby recommended awarding the contract for playground replacement projects at Wind Energy Park and Levi Newton Park to Hacienda Landscaping Inc. of Minooka, IL for the base bid of \$211,817.00 plus alternates #1 and #2 (prep and paint picnic shelters) at a cost of \$13,900, and #3 (realign asphalt path at Wind Energy Park) and related site work at Levi Newton and Wind Energy Park for a total sum of \$230,151.00. Director Eby discussed the recommendation in further detail.

**Vice President Tilmon entertained a motion to reject the bid of D and J Landscaping on the basis that it is a non-responsive bid. Motion was made by**

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**Dorsey, seconded by Gray. The roll was called. Ayes: Riley, Dorsey, Tilmon, Gray. Nays: None. Abstain: None. Absent: Callahan. Motion carried.**

**Vice President Tilmon entertained a motion to reject the bid of Absolute Home Improvement and Cleaning Services, Inc. on the basis that it is not the lowest responsive bid from a responsible bidder. Motion was made by Dorsey, seconded by Tilmon. The roll was called. Ayes: Riley, Dorsey, Tilmon, Gray. Nays: None. Abstain: None. Absent: Callahan. Motion carried.**

**Vice President Tilmon entertained a motion to award the contract for playground replacement projects at Wind Energy Park and Levi Newton Park to the most responsive and responsible bidder, Hacienda Landscaping, Inc. in the amount of \$230,151.00 as presented. Motion was made by Dorsey, seconded by Gray. The roll was called. Ayes: Riley, Dorsey, Tilmon, Gray. Nays: None. Abstain: None. Absent: Callahan. Motion carried.**

- B. Award of Contract for Weed Control Services – Director of Parks and Properties Eric Lacher recommended awarding the contract for weed control services to Eternally Green Lawn Care in the amount of \$22,005.00. Director Lacher discussed the recommendation in further detail.**

**Commissioner Dorsey asked staff to look into environmentally safe weed control options.**

**Vice President Tilmon entertained a motion to award the contract for weed control services to the most responsive and responsible bidder, Eternally Green Lawn Care, in the amount of \$22,005.00 as presented. Motion was made by Gray, seconded by Riley. The roll was called. Ayes: Riley, Dorsey, Tilmon, Gray. Nays: None. Abstain: None. Absent: Callahan. Motion carried.**

- C. Approval of Real Estate Purchase Contracts for Properties on Belleview Lane and Oswalt Avenue – This item was moved to follow Executive Session.**

**EXECUTIVE SESSION – Vice President Tilmon entertained a motion to adjourn into Executive Session at 7:50 p.m. to discuss Leasing Property/Land Acquisition 2(c)(5). Item 17B - Personnel 2(c)(1) was postponed until next month. Motion was made by Gray, seconded by Dorsey. The roll was called. Ayes: Riley, Dorsey, Tilmon, Gray. Nays: None. Abstain: None. Absent: Callahan. Motion carried.**

**ANY OTHER BUSINESS TO COME BEFORE THE BOARD – None.**

With no further business to come before the Board, the regular meeting adjourned at 8:03 p.m. A voice vote was taken and the motion passed unanimously.

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Secretary, Board of Commissioners  
Batavia Park District

Line prepared by:  
Shelley Kouzes