2020 Milestones At A Glance

**January**
- The full renovation of the Civic Center gymnasium is completed. The gymnasium boasts new hardwood flooring, scoreboard, bleachers, and a P.A. system.

**February**
- Public input meetings are taking place to educate and inform residents about the proposed BARC that will go to a public vote March 17.

**March**
- Many District events and activities are canceled due to the Illinois Governor’s Shelter-in-Place Order.

**April**
- Hitchcock Design Group shares the Fox River Master Plan Proposal with the Park Board. The Depot Museum displays the first African American exhibit featuring Batavians in History. The Shelter-in-Place Order is lifted; the Park District’s facilities reopen. A camp is offered that adheres to social distancing guidelines.

**May**
- Office hours change to allow deep cleaning and greater social distancing. A Virtual 5K is planned for Father’s Day along with other virtual programs during quarantine, such as a Backyard BBQ, The Great At-Home Camping Adventure, Movie Trivia, staff hobby videos, fitness classes and kids’ activities.

**June**
- Batavia’s Windmill City Festival is canceled. The Batavia Parks Foundation promotes its scholarship program, in which the Foundation will match Park District funds dollar for dollar up to $7,500.

**July**
- The Park District participates in the county-wide bike sharing program which provides electric bikes for rent; bike racks will be located behind the windmill in the South Riverwalk Plaza.

**August**
- Updates to Shannon Holl begin. The Park District wins the "Best Summer Fun Park District Location" in the Kane County Chronicle’s "Best of the Fox" contest.

**September**
- The Depot Museum gift shop receives a facelift and new merchandise. An online gift shop is added to the Park District’s website. New Horizons Preschool Teachers teach classes via Zoom and learning kits are delivered to students’ homes.

**October**
- Commissioner Molly Connolly is appointed to fill Tom Dorsev’s vacant seat on the Park District Board. A New-Year-in-a-Box filled with decorations, a craft, festive headbands and hats is offered to Batavia families by the Recreation team. The Park Board officially names the Civic Center gymnasium the James “Jim” Eby Gymnasium, after Director of Capital Projects Jim Eby, who will retire after 29 years with the District.

**November**

**December**
- A four-year landscaping project at Hall Quarry Beach is completed. The Park Board approves naming the South River Street greenway and trail to The Philip B. Eftfrom Memorial Greenway.
table of contents

1 2020 Milestones At A Glance
2 Table of Contents
4 About Us
5 Achievements
6 Committee Highlights
8 Departmental Highlights
14 Financials
18 Batavia Parks Foundation
Our Mission
At the Batavia Park District, our mission is committed to providing fun, safe, and innovative open space and recreational opportunities that will enrich the quality of life for our residents.

Our Vision
The Batavia Park District is recognized as an industry leader in providing innovative experiences and for providing exceptional care and attention to parks and facilities.

Leadership
Allison Niemela
Executive Director

The Park Board
Your Park Board is composed of five non-paid commissioners selected by you for 6-year terms which are staggered to retain continuity of board members. The Board is primarily a policy-making body that reflects the needs and interests of all taxpayers. The Park Board meets the 3rd Tuesday of each month at the Civic Center, 527 W. Wilson St, at 7:00 pm. Please feel welcome to attend.

Patrick Callahan
President
John Tilman
Vice President
Tara Grey
Secretary
Kevin Rieley
Treasurer
Molly Connolly
Commissioner

Achievements
- The District was awarded a Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association of the United States for its Comprehensive Annual Financial Report.
- Parks employees Antonia Salazar, Matt O’nevad, Chris Astro, and Manny Galvan passed their Illinois Pesticide License test.
- Superintendent of Facilities Josh Wyant was recognized as the 2020 Bruce the Spruce award recipient. This award is comparable to an Employee of the Year Award, recognizing individuals who have gone above and beyond all year.
- Superintendent of Facilities Josh Wyant received his CPSI certification (Certified Safety Playground Inspector).
- Epsley Institute for Parks and Public Lands recognized Director of Capital Projects Jim Eby for his service as a Board member from 2015 to 2020.
- Fitness Director Kathy Freedlund received a grant from PDRTA to create a district Zen Room for employee use.
- Batavia resident, Molly Connolly, was appointed by the Park Board to fill Tom Dorsey’s vacant seat on the Park Board.
- Accounts Payable & Payroll Coordinator, Tammi LaFleur, retires from the District after 27 years of service, and Jim Eby, Director of Capital Projects, retires after 29 years of service.

Tammi LaFleur
Jim Eby
COMMITTEE HIGHLIGHTS

The District has six internal committees that focus on improvement in areas of importance. Each committee is comprised of staff members from various departments within the District.

Activities Committee
This committee organizes a number of events throughout the year to encourage team building, enhance interdepartmental communication and boost staff morale. A special recognition event is held each January to celebrate all staff, name the “Bruce the Spruce” employee of the year recipient, announce years of service awards, and honor retirees. This year the party was held via Zoom due to the pandemic.

Facilities Committee
This committee works to improve the facilities’ image through aesthetic improvements and accessibility. Staff evaluates the current facility usage and identifies potential programming opportunities while enhancing appearance and functionality.

In 2020, the Civic Center’s gymnasium floor received a much-needed facelift and the walls were also painted. Shannon Hall received a redecoration and floor upgrade to include new carpeting and ceiling tiles.

Customer Service Committee
This committee is responsible for ensuring that all staff members understand the value of excellent customer service.

In 2020, the committee hosted two workshops and activities geared toward improving customer service which included monthly emails highlighting our staff and Park District’s success with our core values. Surveys were sent to registrants to gauge satisfaction.

Safety Committee
This committee is responsible for creating and maintaining a safe environment for staff and patrons. The committee is comprised of staff members from various departments who take a particular interest in well-being and safety.

Committee members attended PDMA’s annual Risk Management Institute virtually over several weeks in November of 2020, to learn innovative ways to enhance the District’s safety practices as well as valuable perspectives for the organization’s daily operations. This larger window gave the Safety Committee the opportunity to attend all safety sessions and not just the traditional two sections apiece. Employee safety training throughout the District was mostly virtual, utilizing PDMA’s Online Learning Center. Only CPR training was held in person, in small groups.

Technology Committee
This committee is responsible for the preparation and implementation of the District’s strategic technology plan. Staff develops recommendations for the annual IT budget and provides technology training to staff.

In 2020, the District went live with Managed Access at the Eastside Center and introduced WiFi at the Lodge at Laurelwood.

Green Committee
This committee educates and engages both internal staff and external customers in many different types of sustainable practices and activities which reduce the burden on our resources and the environment. This committee also encourages staff to exercise eco-friendly purchasing practices.

In 2020, the Parks team held its first public flower sale, selling flowers grown in the Park District’s greenhouse to Batavia residents.
DEPARTMENTAL HIGHLIGHTS

Capital Projects

Strategic planning is an integral part of the District and the Capital Development Plan (CDP). This vital instrument is a major link to the mission of the District with respect to meeting the recreational needs of residents. Additionally, it is a major planning instrument in developing strategies to complete the master plan. The CDP is a support tool that permits the Board and staff to plan for expenditures in a manner that is both effective and fiscally responsible.

2020 Fiscal Year Highlights


Batavia Depot Museum

The Batavia Depot Museum is a cooperative effort between the Batavia Park District and the Batavia Historical Society. The Museum is housed in a restored 1854 Chicago Burlington and Quincy Railroad Depot and is focused on preserving and sharing Batavia history through programs, events, exhibits, preservation, and research.

2020 Fiscal Year Highlights

- In March of 2020, a new, temporary exhibit focusing on the experiences of African Americans in Batavia opened.
- The Depot Museum pivoted to respond to the COVID-19 pandemic by prioritizing community safety.
- Museum exhibits were closed for most of the visitor season and then modified to reduce touch points and encourage social distancing.
- Staff quickly provided an online gift shop experience to allow patrons to support the museum and purchase items over the internet.
- To protect volunteers, many of whom are in vulnerable demographics for COVID, volunteering was paused until community transmission stabilized.
- Acting Director Amber Foster worked behind the scenes at the museum, assessing and improving collections storage for the Historical Society’s large collection of artifacts, housed and exhibited at the Museum.
Parks & Properties

The District owns and operates 40 parks and facilities on nearly 400 acres of land. The District also has an intergovernmental agreement with the Batavia School District to utilize school facilities for programs and activities. Recreational facilities include 10 tennis courts, 15 ball fields, 15 basketball courts, 17 miles of trails, one outdoor aquatic facility, an outdoor skating rink, a museum, a bike, a skate park, and a disc golf course.

2020 Fiscal Year Highlights

• Playground ADA safety mulch was added to 25 parks.
• An asphalt path was installed at Woodland Hills Park.
• The ballfield, walking path and areas of the parking lot were renovated at Big Woods Park.
• Three memorial trees and one memorial bench were installed.
• A new backstop was installed and the infield mix was graded at Big Woods Park.
• Flooring was replaced at the Peg Bond Center.
• A new patio with new railing and new landscaping was installed.
• During Shelter-in-Place, all playgrounds and sport courts were mandated to close per the Governor’s Executive Order. When the order lifted, playgrounds were re-opened and the community rejoiced about being able to use them again.

Human Resources & Risk Management

2020 Fiscal Year Highlights

• A reopening plan was established during the pandemic geared toward the safety of Batavia Park District employees and customers.
• The Park District continued to invest in the development of its employees. Employees received virtual training as well as training through the Park District Risk Management Agency (PD/RMA).
• The Park District continued to recognize employees for exemplary work through the District’s Cheers from Peers, Safety Bonus, and Bruce the Spruce Award programs.

Finance

The Batavia Park District has an integrated financial structure. Services include centralized accounting, specialized financial analyses and reports, accurate recordkeeping, investment of funds, purchasing, annual audit process, debt management and preparation and monitoring of the Annual Budget. This department also oversees Information Technology for the entire District.

2020 Fiscal Year Highlights

• Received the Government Finance Officer’s Award for Excellence in Financial Reporting.
• Received approximately $50,000 in Coronavirus Relief Funds through the Kane County Program to help offset unexpected expenditures directly related to the COVID-19 pandemic.
Marketing & Public Relations

2020 Fiscal Year Highlights

- The Batavia Park District won awards at the annual IAPD/PRA conference Agency Showcase competition, including 1st place in the Large Format Marketing category for the Hall Quarry Beach mural; 3rd place for Website; and 3rd place for Paid Ads. A "Most Fun" award also was received for the 2019 Anniversary Marketing Campaign, as well as an honorable mention for the District’s “Retro Brochure.”

- Throughout the pandemic, staff promoted the special events and virtual programs that the Community Recreation team created while District offices were closed.

- Social media posts shared how Park District staff were keeping the parks clean, attractive and accessible. Though many places were temporarily closed, parks across Batavia remained open for people to enjoy.

- The Customer Service staff enhanced communication with residents by emailing them frequent updates so that they understood clearly how Park District programs would be affected by the Covid-19 mitigations. They answered residents’ questions via an online chat program, let class participants know of class cancellations and processed refund checks.

- The Customer Service staff also made wellness calls to our Batavia Senior Citizens Club (BSCC) members to check how they were doing and whether they needed anything. The calls were very appreciated and the staff enjoyed making our seniors’ days sunnier.

Community Recreation

2020 Fiscal Year Highlights

- The Recreation Team created and hosted innovative programming to keep Park District patrons engaged during quarantine, to allow at-home learning for preschool children and camp programs for other children, and to expand potential future programming.

- Egg Dash Event

- Drive-in Movie Event
Financial Goals

Sources of Revenue
The Batavia Park District’s largest revenue source is property taxes (75%) which was represented by a significantly higher percentage in 2020 due to COVID-19 reducing other revenue sources, specifically program fees due to the shelter in place mandate. The second largest revenue source in 2020 was bond proceeds (9.1%). The third largest in 2020 was program fees (8%), which is typically our second largest source and usually around 50%. Examples of the other revenue sources are rental of District facilities, concession sales, interest income, sponsorships, grants and donations.

Expenditures by Allocation
As a service industry, people are the major asset of the District. Thus, wages and insurance/personnel benefits represent the largest allocation of expenditures. The next largest expenditure relates to capital outlay for replacement of parks and playgrounds, vehicles and other equipment throughout the District. Expenditures supporting our building and grounds and recreational programming represent the heart and soul of what the Batavia Park District offers. As of December 31, 2020, the District has no long-term debt outstanding.

Where Tax Dollars Go

External
The Batavia Park District represents 6% of the Batavia-based annual tax bill. This level helps fund public use and management of 40 parks/sites totaling 400 acres, two community centers, a museum, dance studio, and many other amenities thought the community.

Internal
The majority of tax proceeds support the Corporate Fund. This fund assists with the administration and management of the District. It also funds the maintenance and upkeep of the parks and facilities. Other tax receipts assist with providing service to residents with disabilities and state mandates such as employee retirement funding, and social security payments.
100% Expense By Category
Total $7,064,325
- 45.8% Salaries & Benefits $3,234,990
- 24.8% Capital $1,733,080
- 10.6% Debt Service $747,125
- 7.9% Service & Charges $500,252
- 3.0% Supplies & Materials $212,610
- 1.6% Utilities $117,468
- 6.3% Program Expenses $448,884
- 0.4% Intergovernmental $34,890
- 0.4% Bond Proceeds $70,025
- 0.7% Rent Income $52,429
- 8.0% Program Fees $625,636
- 9.1% Other Income $999,624

100% Revenue By Source
Total $7,796,879
- 75.4% Taxes $5,877,115
- 3.8% School District $273,098
- 19.7% sales & Services $1,528,473
- 1.4% Miscellaneous $109,033

100% Property Tax Bill Allocation
Total $9,675
- 66.6% School District $6,089
- 4.8% Library District $436
- 8.1% City of Batavia $730
- 4.7% Common, College District $648
- 3.1% Batavia Fire District $277
- 0.7% Township District $140
- 1.6% Forest Preserve $147

100% Tax Allocation
Total $6,040,563
- 45.3% Corporate Fund $2,736,974
- 19.7% Recreation Fund $1,187,397
- 0.4% Audit $23,168
- 3.6% Social Security $213,395
- 3.6% Paving & Lighting $17,094
- 3.4% Public Liability $206,146
- 7.3% Special Recreation $440,761
- 4.3% Museum $259,763

*For $100 of equalized assessed valuation
**Mission**

The mission of the Batavia Parks Foundation is to foster recreation and open space initiatives that enhance residents’ quality of life.

**Goals**

- To act as a fundraising and investment mechanism in support of the mission.
- To explore and create partnerships.
- To be inclusive of all segments of the community.
- To advocate and develop responsible stewardship of the communities, parks, and open spaces.
- To promote and support recreational programs and services.

**Completed Projects**

Since its inception in 2005, the Batavia Parks Foundation has raised more than $500,000 in funds and completed the capital projects. They continue to search for ways to raise funds and to complete projects that will enhance the community.

- The return of the Spacenet - dedicated summer 2010
- The Peg Bond Center Performing Arts Pavilion - dedicated in summer 2011
- The funding of equipment for an 18-hole Disc Golf Course – dedicated in summer 2015
- The renovation of the boardwalk at the Batavia Riverwalk – dedicated in fall 2014
- The funding of a bulldog statue to serve as the base for the new Pet Memorial Program – dedicated in summer 2015
- The success of the Bulldogs Unleashed public art fundraising campaign, raising $22,962 for the Foundation in 2018
- The application of a new high-quality bullfield lime material at Engstrom Park in 2019