

**BATAVIA PARK DISTRICT  
REGULAR BOARD MEETING MINUTES  
JULY 21, 2020  
HYBRID IN-PERSON AND VIRTUAL MEETING**

**REGULAR MEETING** – The regular meeting was held as a hybrid in-person and virtual meeting and called to order at 7:01 p.m. by President Callahan.

**ROLL CALL** – President Callahan called for the roll. Commissioners in attendance via video conference per the District’s Use of Electronic Devices by Board Members policy were Riley and Gray. Commissioners Dorsey, Tilmon and Callahan were present in person. Staff in attendance via video were Director of Parks & Properties Eric Lacher; Director of Capital Projects and Contractual Services Jim Eby; Director of Community Recreation Brittany Meyer; and Superintendent of Facilities/Trades Josh Wyant. Executive Assistant Shelley Kouzes, and Executive Director Allison Niemela were present in person. Also in attendance via video was Legal Counsel Chris Welch who joined the call at 7:15 p.m.

**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.

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

**CONSENT AGENDA** – President Callahan entertained a motion to establish the Consent Agenda which included approval of the following: minutes from the Regular Board Meeting held June 16, 2020; minutes from the Executive Session held June 16, 2020; Paid Expenditures; Expense Approval Report; Income Statement; Approval of Purchases; and Ratification of the Action of the Board Approving and Executing Change Order #1 via Electronic Vote: Eastside Community Center Asbestos Remediation. Motion was made by Tilmon, seconded by Dorsey to establish the Consent Agenda. The roll was called. Ayes: Dorsey, Riley, Gray, Tilmon, 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 Dorsey. A voice vote was taken and the motion passed unanimously.

**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). There were no guests in attendance.

**MATTERS FROM COMMISSIONERS** - Commissioner Dorsey announced that he is moving out of the District and will not be able to continue to serve on the Park District Board. He enjoyed his time on the Board. Board members expressed they enjoyed serving with Commissioner Dorsey and wished him luck in his endeavors.

**BATAVIA PARKS FOUNDATION** - The Foundation is seeking new Board members and is currently in the process of uploading information to their website regarding a

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scholarship pledge to match Park District funds up to \$7,500 for a total combined amount of \$15,000.

**FOX VALLEY SPECIAL RECREATION ASSOCIATION - FVSRA** Development Director Eric Smith gave a Fox Valley Special Recreation Foundation (FVSRF) update.

**CORRESPONDENCE** - 1) Email from Batavia resident Shana Mendelson thanking the Park District for the virtual programs offered during the Shelter-in-Place order; 2) Thank you letter from the City of Batavia Police Department for the time and effort the Park District put forth in assisting with the June 3rd peaceful demonstration.

**STAFF REPORTS** – Director Meyer advised the Board of upcoming summer events including Drive-in Movies, a Splash Bash with animal inflatables and sprinklers, Trivia in the Park, a walking version of the Road Rally, and softball. Indoor, outdoor and Zoom versions of fitness classes are being offered.

Director Eby advised the Board a Quarry parking lot project is scheduled for 2021. Paving at Big Woods Park is complete and dirt will be installed soon. A History Heroes Dig will take place at the Depot Museum tomorrow.

Superintendent Wyant advised the Board a lot of progress has been made on the Eastside Community Center project. Tile is being replaced in the hallway and new light fixtures are being installed. Flooring has been installed in Kemp Hall and an office area is being added. Flooring at the Peg Bond Center has been replaced.

Director Lacher advised the Board the flower sale was a success with everything selling out in one day. A bid was open last week for ADA accessible safety mulch installation.

**EXECUTIVE DIRECTOR'S REPORT** - Executive Director Niemela updated the Board on the following: 1) Hallway tile was replaced in the Eastside Community Center; 2) Wood flooring has been installed in Kemp Hall and an office has been added; 3) Electric panels have been replaced in the school portion of the ESCC as well as the ERO; 4) The Board was asked to check their calendars for availability on September 13<sup>th</sup> for a CDP Board Retreat; 5) Flooring was replaced at the Peg Bond Center; 6) A new patio with railing and new landscaping was installed at the Lodge at Laurelwood; 7) The Park District greenhouse was overflowing with flowers which were sold at the Flower Sale; 8) The Park District will offer a camp that adheres to social distancing guidelines; 9) Several themed Subscription Boxes are being offered; 10) Kayaks and paddle boats are popular this year; 11) A Splash Bash will be offered with animal inflatables and sprinklers; 12) This is the last meeting for Commissioner Dorsey. Board and staff wished Commissioner Dorsey well.

**OLD BUSINESS**

**A. Second Reading of the Fox River Master Plan Proposal** – The Board agreed that the Intergovernmental Agreement should be finalized before the proposal is

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approved. Any comments or questions may be sent to Executive Director Niemela.

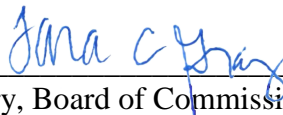
**NEW BUSINESS**

- A. First Reading and Discussion of the Intergovernmental Agreement Between the City of Batavia and the Batavia Park District for Development of a Fox River Corridor Master Plan** – In a follow-up effort to solidify a partnership for the Fox River Master Plan with the City of Batavia, Attorney Chris Welch prepared an IGA for the Board to review.
- B. First Reading and Discussion of the Batavia Youth Baseball Affiliate Agreement** – This was the first reading of the Batavia Youth Baseball Affiliate Agreement. Board and staff discussed potential updates to the agreement. Board members expressed interest in having a representative from Batavia Youth Baseball give an annual update to the Board. Discussion of the agreement will be added as an agenda item for the Board’s next Capital Development Plan Retreat.
- C. Approval of Holiday Policy for the Personnel Manual** – The Board was asked to add Election Day as a recognized Park District holiday for staff.

**President Callahan entertained a motion to approve the holiday policy for the Personnel Manual as presented. Motion was made by Tilmon, seconded by Riley. The roll was called. Ayes: Dorsey, Riley, Gray, Tilmon, Callahan. Nays: None. Abstain: None. Absent: None. 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 8:16 p.m. The roll was called. Ayes: Riley, Dorsey, Tilmon, Gray, Callahan. Nays: None. None. Abstain: None. Absent: None. Motion carried.



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Secretary, Board of Commissioners  
Batavia Park District

Line prepared by:  
Shelley Kouzes