

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
JUNE 18, 2024
CIVIC CENTER – BARTHOLOMEW ROOM**

REGULAR MEETING – The regular meeting was called to order at 7:04 PM by Vice President Tilmon.

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

Staff in attendance were Director of Finance Brent Strumpf; Director of Facilities and Trades Josh Wyant; Director of Parks Kim Hansen; Director of Creative Development and Community Engagement Katie Burgess; Executive Director Allison Niemela and Executive Assistant Lindsey Williams.

Legal Counsel Erin Monforti and Batavia Parks Foundation board member Erin Pittman were also in attendance.

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 as presented which included approval of the following: Approval of Minutes from the Regular Board Meeting held on May 21, 2024; Approval of the Paid Expenditures; Approval of the Expense Approval Report; Approval of the Investment Summary; Approval of the Income Statement; and Approval of Purchases. Motion was made by Gray, seconded by Bell to establish the Consent Agenda. The roll was called. Ayes: Gray, Bell, Larson 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 Larson to establish the Consent Agenda. The roll was called. Ayes: Gray, Larson, Bell and Tilmon. Nays: None. Abstain: None. Absent: Callahan. Motion carried.

GUESTS - MATTERS FROM THE PUBLIC – Garrett Schweikhofer addressed the Board regarding the Depot Pond. Executive Director Niemela shared the Fox River Corridor Master Plan available on bataviaparks.org.

MATTERS FROM COMMISSIONERS – 1) Commissioner Bell thanked Directors Hansen and Wyant for their trolley tour for new commissioners, new employees and the summer interns; 2) Commissioner Gray mentioned the construction by the Hall Quarry Beach and would like to see signage at the site from the City of Batavia directing traffic around the construction. Commissioner Larson echoed Gray's concerns; and 3) Vice President Tilmon thanked the entire staff for Batavia Uncorked and said his daughter and daughter in law had a wonderful time. Commissioner Larson also shared she received great feedback from friends who attended Batavia Uncorked.

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BATAVIA PARKS FOUNDATION – Erin Pittman introduced herself and shared the following updates from the Foundation: 1) May 18th was the first Pitch in at the Parks. The Foundation was pleased to partner with the Batavia Park District and the Batavia Plain Dirt Gardeners at the Batavia Riverwalk. Work began on the Peace Garden by clearing out the existing landscaping and transplanting the desirable perennials in the wildflower sanctuary area. The next step is to dig out the dry riverbed feature and place the rock accent pieces and river “cobble.” If all goes as planned, the garden pollinator pockets and Penn sedge grasses will be planted in the early fall and the community will be invited to help place painted rocks in the “river of kindness.”; 2) The Foundation received the sign permit in April for the Peace on Earth selfie station on the northwest Wilson Street Bridge overlook planter. The beautifully fabricated stainless-steel one-of-a-kind sign by Batavian Blane Hinze was completed in early May, just in time before the City of Batavia backfilled dirt and planted summer flowers. A gathering of Batavia influencers kicked off the selfie station with shareable social media pics just before Memorial Day weekend. You are encouraged to get your selfie on bridge if you haven’t already done so; 3) The Foundation, along with the community volunteer “Peace Team”, encourages the community to sign up for a free rock painting kit by emailing bataviaparksfoundation@gmail.com. Sign up your organization, neighborhood, or school today as dates go through mid-September. So far, ten organizations have checked out the rock painting kits; 4) The Parks Foundation participated in the District’s new Batavia Uncorked wine event on June 8th and provided free bottles of water to participants; 5) The Foundation’s strategic planning process continues with a review of the mission and goals. The goal is to complete the strategic plan refresh by the new year; and 6) Foundation summer popups where the community can paint rocks include: June 19th at the River Rhapsody concert, June 29th at Water Street Studios “Summer Memories” Gallery event from 1-4 PM, July 6th at the Batavia Farmers’ Market community tent, and July 31st at River Rhapsody.

PRESENTATIONS –

A. Butterfly House Project: Girl Scout Troop #504

Girl Scouts and leaders from Troop #504 shared a presentation of their newly installed butterfly houses at Van Buren Park, Big Woods Park, and JB Nelson Elementary School.

B. Overview of District-wide Comprehensive Sponsorship Program: Katie Burgess, Director of Creative Development and Community Engagement and Carolyn Potosnak, Community Engagement Specialist

Potosnak introduced herself to the Board and shared more information about the re-imagined District-wide comprehensive sponsorship program. Sponsorship information is available on bataviaparks.org.

CORRESPONDENCE – Vice President Tilmon acknowledged a letter from the Batavia Public Library thanking the District for donating 30-minute paddleboat rental coupons for the Library’s 2024 Summer Reading Club. Vice President Tilmon also acknowledged a letter from the

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Conservation Foundation thanking the District for the donation of four Hall Quarry Beach passes to the Conservation Foundation's 2024 Earth Day Benefit Silent Auction.

ANNOUNCEMENTS – Director of Creative Development and Community Engagement shared the following announcements: 1) Thank you everyone who voted for Batavia Park District and the Batavia Depot Museum for the Daily Herald Readers' Choice Awards. Both the District and the Museum have made it to the final round thanks to your voting. Vote for us again in the final round to help push us to the top; 2) Batavia Park District was also recognized by the Kane County Chronicle as "One of the Best" for "Summer Fun Park District Location" for Hall Quarry Beach and "One of the Best" for "Extracurricular Location for Children and Youth" for the Batavia Civic Center. Thank you for voicing your support of The Quarry and the Civic Center; 3) River Rhapsody, the free summer concert series offered on Wednesdays during the summer began last week. You can find the full schedule online at bataviaparks.org. Receive day of concert updates by texting "Join #riverrhapsody" to 630-879-5235; 4) If you want to cool down from the June heat, visit Hall Quarry Beach. The Quarry opens at 11:30 AM for passholders and at Noon for general admission; 5) July is almost here and that means Windmill City Festival! This free community festival takes place July 12-14 at the Batavia Riverwalk. This year don't miss out on the amazing live music, carnival games, Windmill Whirl 5k, community craft fair and other nostalgic games. Explore this year's offerings at windmillcityfestival.org; and 6) While dreaming of summer, don't forget the upcoming registration deadlines for youth fall softball and soccer leagues. Registration for these programs closes July 15.

STAFF REPORTS – Director of Finance Strumpf shared the following updates: 1) The 2023 Financial Statement Audit will be presented at the July meeting with auditor Sikich, LLP in attendance; 2) The 2025 budget timeline was distributed to staff and budget preparations will start in July; 3) The new credit card reader at the Hall Quarry Beach concession stand has been successful. All Batavia Park District credit card readers also accept mobile payments; and 4) Customer Appreciation Week is July 22-26 with special events.

Director of Facilities and Trades Wyant received the construction permit for the West Main Pickleball Courts. The District has received one Ford F250 truck and one Ford F150 truck from the recent Capital Improvement Program (CIP) approval order. Wyant also shared burglar panels have been upgraded at the Hall Quarry Beach.

Director of Parks Hansen shared the Parks Department will assist the Batavia Parks Foundation for their workday on Thursday June 20th from 8-10 AM. The asphalt project is underway and will go out to bid mid-July for approval at the July board meeting. The District received the two new UTVs and used them at Batavia Uncorked. The new skid steer was also received.

Director of Creative Development and Community Engagement Burgess shared the following updates: 1) This year's Super Saavy Senior Expo had 42 exhibitors and was very well attended. \$6,750 was brought in through sponsorships; 2) July is National Park and Recreation month and the summer interns are working together on a month-long activity. More information will go

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out on social media and through the email list. There will be many fun activities for fun prizes. We will also share more information about the benefits and offerings of Batavia Park District; 3) Batavia Park District will support Unplug Illinois with family-oriented activities during Windmill City Festival; and 4) Pints by the Pond tickets are on sale now. Tickets are available at bataviaparks.org.

EXECUTIVE DIRECTOR’S REPORT – Executive Director Niemela shared the following updates: 1) Batavia Park District staff from the Parks Department worked with Batavia Parks Foundation for their “Pitch in at the Parks” day; 2) Thank you to Commissioners Larson and Bell for attending the ribbon cutting for the Depot Museum’s Living History Garden. Niemela shared more information on the garden and thanked everyone involved; 3) The Marketing Department was present at the Well Batavia Festival on June 8th; 4) Batavia Uncorked was a successful sold-out event. Next year spirits and craft beer will be added to the event; 5) Director of Parks Hansen and Director of Facilities and Trades Wyant conducted a new staff and new Commissioner trolley tour; 6) New “No Parking” signs will be placed on Pamarco Drive by Hall Quarry Beach. The Batavia Police Department will enforce the parking restrictions according to our Intergovernmental Agreement with the City of Batavia; 7) The Hall Quarry Beach lifeguards received a five-star rating from StarGuard, an independent auditing firm for beaches and pools. We will receive two additional audits this summer; 8) Clark Island’s playground was donated to Kids Around the World organization. The playground will be re-assembled in another country. Information on where playgrounds are re-assembled is available at the Batavia Civic Center; and 9) Tomorrow night is the second River Rhapsody concert. The concerts have been well-attended.

OLD BUSINESS – None.

NEW BUSINESS –

A. Award of Contract for Callahan Community Center and Museum Expansion Project: High Density Museum Collection Storage Solutions

Vice President Tilmon entertained a motion to award the contract for the Callahan Community Center and Museum Expansion Project High Density Museum Storage to Bradford Systems of Elmhurst, Illinois in the amount of \$152,000. Motion was made by Gray, seconded by Bell. The roll was called. Ayes: Gray, Bell, Larson and Tilmon. Nays: None. Abstain: None. Absent: Callahan. Motion carried.

EXECUTIVE SESSION – Vice President Tilmon entertained a motion to adjourn to Executive Session to discuss the Semi-Annual Review of Executive Session Minutes 2(c)(21) at 8:12 PM. Motion was made by Gray, seconded by Bell. The roll was called. Ayes: Gray, Bell, Larson and Tilmon. Nays: None. Abstain: None. Absent: Callahan. Motion carried.

Regular session was reconvened at 8:16 PM

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ANY OTHER BUSINESS TO COME BEFORE THE BOARD

A. Approval of Resolution #305: Semi Annual Review of Executive Session Minutes

Vice President Tilmon entertained a motion to approve Resolution #305: A Resolution Regarding the Release of Closed Session Minutes and Authorizing the Destruction of Audio or Video Recordings of Certain Executive Sessions, as presented. Motion was made by Gray seconded by Bell. The roll was called. Ayes: Gray, Bell, Larson and Tilmon. Nays: None. Abstain: None. Absent: Callahan. Motion carried.

ADJOURNMENT – With no further business to come before the Board, the regular meeting was adjourned at 8:17 PM. Motion was made by Gray, seconded by Bell. A voice vote was taken and the motion passed unanimously.



Secretary, Board of Commissioners
Batavia Park District

Line prepared by:
Lindsey Williams, Executive Assistant