

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
MAY 21, 2024
CIVIC CENTER – BARTHOLOMEW ROOM**

REGULAR MEETING – The regular meeting was called to order at 7:00 PM by Vice President Tilmon

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

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

Legal Counsel Erin Monforti was 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 April 16, 2024; Approval of the Executive Session held on April 16, 2024; Approval of the Special Board Meeting: Decennial Committee on Local Government Efficiency held on April 23, 2024; Approval of the Paid Expenditures; Approval of the Expense Approval Report; Approval of the Investment Summary; Approval of the Income Statement; Approval of Purchases; Approval of Ordinance #417: Surplus Property; Approval of CIP Purchase: 2024 F150 V6; Approval of CIP Purchase: 2024 F250 V8 with Snow Plow; and Approval of CIP Purchase: 2022 F250 V8 Extended Cab. Motion was made by Gray, seconded by Bell to establish the Consent Agenda. The roll was called. Ayes: Gray, Bell and Tilmon. Nays: None. Abstain: None. Absent: Callahan and Larson. Motion carried.

Vice President Tilmon entertained a motion to approve the Consent Agenda as established. Motion was made by Gray, seconded by Bell to approve the Consent Agenda. The roll was called. Ayes: Gray, Bell and Tilmon. Nays: None. Abstain: None. Absent: Callahan and Larson. Motion carried.

GUESTS - MATTERS FROM THE PUBLIC – None.

MATTERS FROM COMMISSIONERS – Commissioner Bell celebrated the Hall Quarry Beach opening on Saturday, May 25, 2024.

CORRESPONDENCE – Vice President Tilmon acknowledged a letter from Park District Risk Management Agency (PDRMA) congratulating Batavia Park District on meeting the first incentive metric of the 2024 Risk Management Review and receiving a \$500 financial incentive check. Vice President Tilmon also acknowledged a letter from Kane County Treasurer, Chris

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
MAY 21, 2024
CIVIC CENTER – BARTHOLOMEW ROOM**

Lauzen, informing Batavia Park District on receiving approximately seven times more interest income in 2023 over 2022. Letters will be placed in the official records of the Park District.

ANNOUNCEMENTS – Director of Creative Development and Community Engagement shared the following announcements: 1) If you are looking for more updates please subscribe to the District’s bi-monthly e-newsletter or follow us on Social media at Bataviaparks; 2) If you haven’t already done so, it is time to unearth your swimsuit, towels and goggles and head down to Hall Quarry Beach this Saturday, May 25, for opening day! The Quarry opens at 11:30 am for passholders and at noon for general admission. Discounted pricing on 2024 season passes ends this Friday evening. Purchase your passes online at Bataviaparks.org. Day visit passes are available; 3) The warm weather has us all thinking about summer fun in the sun. With over 30 special events offered through the District this summer- there is something exciting to try each week. The full list of special events is available at bataviaparks.org as well as on the District’s Facebook and Instagram pages. Special events include the popular free outdoor music concert series, River Rhapsody, Super Savvy Senior Expo, trolley tours, pop-up fitness and a pickleball party; 4) While dreaming of summer, don’t forget the upcoming registration deadlines for youth fall softball and soccer leagues. Registration for these programs closes June 15. These programs are always a hit in the community and fill quickly; and 5) The popular Super Savvy Senior Expo is back this year on June 14. This free event is perfect for seniors, families and caregivers. With over 35 confirmed vendors, this resource fair is a must see! The event begins at 9:00 am at the Eastside Community Center. The first 100 visitors receive a free swag bag!

STAFF REPORTS – Director of Finance Strumpf shared the following updates: 1) The audit is ongoing; 2) The District received the Certificate of Achievement for Excellence in Financial Reporting Award from the Government Finance Officers Association for the 2022 Annual Comprehensive Financial Report in January. The 2023 Annual Comprehensive Financial Report will be submitted for the award upon completion; and 3) Director Strumpf thanked Director Boerman for her assistance with on-boarding all the new seasonal employees for payroll.

Director of Facilities and Trades Wyant celebrated receipt of the new mini bus. The bus will be used for summer camp and senior programming.

Director of Parks Hansen thanked Mike Kamin at the City of Batavia for creating a GIS app exclusively for staff use at Batavia Park District to look up boundary lines. Director Hansen invited the Board to the new history garden ribbon cutting on June 1st at 10AM.

Director of Talent and Culture Boerman thanked Director Strumpf and Payroll and Accounts Payable Coordinator, Kayli Hubbs, for their assistance on-boarding over 125 seasonal staff. The employee engagement survey starts early June. Survey results will be used to apply for Top Workplace. Director Boerman also shared the District won Forbes Magazine’s 2023 America’s Best Small Employers.

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
MAY 21, 2024
CIVIC CENTER – BARTHOLOMEW ROOM**

Director of Creative Development and Community Engagement Burgess shared the following updates: 1) Batavia Uncorked is officially sold out with 500 tickets; 2) Marketing efforts have begun for Pints by the Pond in September. Tickets go on sale June 3rd; 3) Hall Quarry Beach opens Saturday, May 25th; 4) Pre-season pass sales are ahead of last year with a few days left; 5) New signage has been added to the Hall Quarry Beach and after opening day, marketing efforts will shift to day pass sales; and 6) The Marketing Department is also focusing on upcoming special events and sponsorships.

EXECUTIVE DIRECTOR’S REPORT – There is no presentation this month. The Board of Commissioners received an update directly from Executive Director Niemela.

OLD BUSINESS – None.

NEW BUSINESS –

A. Award of Contract for Clark Island Recreation Expansion

Vice President Tilmon entertained a motion to award the contract for the Clark Island Recreation Expansion Project to Innovation Landscape, Inc. for the total award amount of \$1,876,619.60. Motion was made by Gray, seconded by Bell. The roll was called. Ayes: Gray, Bell and Tilmon. Nays: None. Abstain: None. Absent: Larson and Callahan. Motion carried.

B. Award of Contract for Pickleball Court Renovation Project at West Main Community Park

Vice President Tilmon entertained a motion to award the contract for the Pickleball Court Renovation Project at West Main Community Park to Obsidian Asphalt Paving, Inc. of West Chicago, IL in the total amount of \$447,330.17. Motion was made by Gray, seconded by Bell. The roll was called. Ayes: Gray, Bell and Tilmon. Nays: None. Abstain: None. Absent: Larson and Callahan. Motion carried.

C. Award of Contract for Callahan Community Center and Museum Expansion Project: Glass and Glazing

Vice President Tilmon entertained a motion to award the contract for Callahan Community Center and Museum Expansion Project: Glass and Glazing to Illinois Contract Glazing of Zion, IL for the base bid amount of \$225,076. Motion was made by Gray, seconded by Bell. The roll was called. Ayes: Gray, Bell and Tilmon. Nays: None. Abstain: None. Absent: Larson and Callahan. Motion carried.

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
MAY 21, 2024
CIVIC CENTER – BARTHOLOMEW ROOM**

**D. Award of Contract for Callahan Community Center and Museum Expansion Project:
Plumbing**

Vice President Tilmon entertained a motion to award the contract for the Callahan Community Center and Museum Expansion Project Plumbing to Jensen’s Plumbing and Heating of Woodstock, IL for the base bid amount of \$323,960. Motion was made by Gray, seconded by Bell. The roll was called. Ayes: Gray, Bell and Tilmon. Nays: None. Abstain: None. Absent: Larson and Callahan. Motion carried.

**E. Approval of Temporary Construction Easement at 313 East Wilson Street to the City of
Batavia**

Vice President Tilmon entertained a motion to approve the Temporary Construction Easement at 313 East Wilson Street to the City of Batavia as presented. Motion was made by Gray, seconded by Bell. The roll was called. Ayes: Gray, Bell and Tilmon. Nays: None. Abstain: None. Absent: Larson and Callahan. Motion carried.

F. Appointment of Board Officers

- i. President Pro Tem**
- ii. Vice President Pro Tem**
- iii. Treasurer Pro Tem**
- iv. Secretary Pro Tem**

G. Election of Board Officers

- i. Board President**
- ii. Board Vice President**
- iii. Board Treasurer**
- iv. Board Secretary**

H. Appointment of Executive Director

I. Appointment of Law Firm

J. Appointment of Organization Representatives

- i. Fox Valley Special Recreation Association (Alternate)**
- ii. Batavia Chamber of Commerce (Alternate)**


Vice President Tilmon entertained a motion to approve the 2024-2025 Board Officer and Appointment and Election results as presented: Pat Callahan as President; John Tilmon as Vice President; Sam Bell as Treasurer; and Julie Larson as Secretary; Allison Niemela as Executive Director; Ancel Glink as Legal Counsel; Allison Niemela as Primary and Brittany Meyer as Alternate for Fox Valley Special Recreation Association; and Allison Niemela as Primary and Josh Wyant as Alternate for Batavia Chamber of Commerce as presented. Motion was made by Gray, seconded by Bell. The roll was called. Ayes: Gray, Bell and Tilmon. Nays: None. Abstain: None. Absent: Larson and Callahan. Motion carried.

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
MAY 21, 2024
CIVIC CENTER – BARTHOLOMEW ROOM**

EXECUTIVE SESSION – None.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD – None.

ADJOURNMENT – With no further business to come before the Board, the regular meeting was adjourned at 7:27 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