

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
May 25, 2021
VIRTUAL MEETING**

REGULAR MEETING – The regular meeting was held as a virtual meeting and called to order at 7:02 p.m. by President Callahan.

ROLL CALL – President Callahan called for the roll. Commissioners in attendance via video were Riley, Connolly, Tilmon, Gray and Callahan. Staff in attendance via video were Director of Finance Shane Johnson; Director of Community Recreation Brittany Meyer; Director of Parks Kim Hansen; Director of Facilities Josh Wyant; Director of Marketing & Public Relations Debbie Gentry; and Executive Director Allison Niemela. Legal counsel Joyce Jezeer was also in attendance.

PLEDGE OF ALLEGIANCE – In lieu of the Pledge of Allegiance, a moment of silence was held for clarity.

ITEMS REMOVED/ADDED/CHANGED ON AGENDA – None

CONSENT AGENDA – President Callahan entertained a motion to establish the Consent Agenda as presented which included approval of the following: Minutes from the Special Board meeting held on April 20, 2021; minutes from the Regular Board meeting held on April 20, 2021; Approval of Paid Expenditures; Approval of the Investment Summary; Approval of Resolution #275: Freedom of Information Act (FOIA) Officer Designations; Approval of Ordinance #397: Surplus Property; Approval of the Special Use Permit: Windmill City Festival; Ratify Approval of the Expense Approval Report; and Ratify the Approval of Purchases. Motion was made by Tilmon, seconded by Connolly to establish the Consent Agenda. The roll was called. Ayes: Riley, Gray, and Callahan. Nays: None. Abstain: None. Motion carried.

President Callahan entertained a motion to approve the Consent Agenda as established. Motion was made by Tilmon, seconded by Gray. 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.

BATAVIA PARKS FOUNDATION – No report.

MATTERS FROM COMMISSIONERS – None

CORRESPONDENCE – Letter from the Batavia Historical Society requesting a meeting to discuss the Depot Museum Expansion Project; and a letter from the Government Finance Officers Association, which shared that the Batavia Park District received the GFOA's Certificate of Achievement for Excellence in Financial Reporting.

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STAFF REPORTS –

Director of Finance Johnson advised the Board that he is nearly finished with a virtual master class in cost recovery, and can't wait to share his newfound knowledge with the rest of the staff and use it in the Batavia Park District's budget process. Audit work continues to be completed remotely with Sikich, and he anticipates the delivery of the final report to be at the June or July Board meeting. Property tax distribution schedule was released. We got the first disbursement on May 19. With the help of our IT consultant, we were able to get new internet equipment at the Quarry; we changed from AT&T to Verizon and it should help reception. He also attended the IMRF rate meeting recently. IMRF had a great investment return for 2020, which also decreased our employer rate for 2022. We renewed our five liquor licenses with the City of Batavia and also will renew them with the State of Illinois.

Recreation Meyer thanked Robin Soderquist for all her great work. She is retiring next week after 32 years and has done a fantastic job; everyone will miss her. She also advised the Board that the summer River Rhapsody Concert Series is starting on June 16. Summer camps also start next Tuesday, and have more than 60 children enrolled already.

Director of Parks Hansen advised the Board that the Memorial program has been going strong, with five trees and three bench applications so far. Trees have been installed and benches will be installed soon as well. Her Parks team is also preparing the Quarry for its grand opening at the end of the week.

Director of Facilities Wyant advised the Board that his department is focusing on preparing the pump house and Hall Quarry Beach overall for its opening. His team also started the Riverwalk fountain this week. Due to shipping delays, Hamlet Park playground equipment was delayed a few weeks but installation will be started soon.

Director of Marketing and Public Relations Gentry advised the Board that she is excited to take on this new role at the Batavia Park District. She also shared that a redesigned Chuck the Duck and new signage at the Quarry will give it a fresh new look, thanks to our graphic designer Laura Ferguson. Our Fall Fun Guide also is underway, currently in the content collection and correction phase. We will be printing this Fall Guide, and it's the last of the series (with several previous editions online). Niemela added that for future brochures, we will be looking at an opt-in, opt-out scenario for print and online, blended with a CRM program.

EXECUTIVE DIRECTOR'S REPORT - Executive Director Niemela presented her report to the Board: 1) The Kids Around the World non-profit organization removed the playground equipment at Hamlet Park this month. Retired Director of Capital Projects

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Jim Eby is a volunteer for this organization. This organization relocates playground equipment around the world and already has relocated some of our playgrounds in Lebanon, Ecuador, the Philippines, Jamaica and more. 2) We are excited to announce that Hall Quarry Beach will open on May 29. Due to Covid 19 capacity regulations, we went to daily admissions and removed the time slots previously planned. As soon as we move to Phase 5, we will offer season passes to residents and non-residents. We ask that patrons wear a mask when entering the facility, but won't need to wear one when on the beach or with their families. The Board and staff discussed season passes further, asking if we could explore and consider offering them sooner than Phase 5. 3) We won't be charging an entrance fee for the River Rhapsody Concert Series. The Park District has a liquor license all summer, so we can serve alcohol at our outdoor concert series. The police department requires that we put up fencing for an alcohol containment area. 4) The Windmill City Festival was voted "One of the Best Festivals in Kane County," in the Kane County Chronicle's Best of the Fox competition. 5) Windmill City Festival will be held August 27-29, and will feature a new partner, The Comedy Vault. The Batavia Park District is partnering with The Comedy Vault to bring two stages of live band performances to the Festival (different genres of music). The Comedy Vault will charge a cover fee; our Riverwalk Stage entertainment will continue to be free. This is a public/private partnership agreement, with finances kept separate. Our lawyers will draft an agreement, to be shared with the Board. 6) A group approached the Batavia Park District to hold a musical tribute to Michael Heaton, a musician by trade, who was born in Batavia and died from cancer a few years ago. This group of friends wanted to commemorate Michael with a memorial plaque on a boulder at the Riverwalk, a musical scholarship fund, and one last memorial concert. They will be playing on Sunday for two hours at Windmill City Festival. 7) Robin Soderquist, our Recreation Supervisor for our senior citizens and also our trip coordinator, will retire on June 2. Combined with our other three recent retirees (Tammi LaFleur, Jim Eby and Eric Lacher), these four retirees have 120 years of institutional knowledge. Save the date: We will celebrate all four retirees on Saturday, December 4 at Shannon Hall. Look for an invitation in the mail soon.

OLD BUSINESS – None.

SWEARING-IN OF NEWLY ELECTED PARK BOARD COMMISSIONERS JOHN TILMON AND MOLLY CONNOLLY. John and Molly each took their oaths of office and were sworn in by President Callahan.

NEW BUSINESS – Board Officer Appointment and Election

- A. Appointment of Board Officers**
 - i. President Pro Tem**
 - ii. Vice President Pro Tem**

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- iii. Treasurer Pro Tem
- iv. Secretary Pro Tem

- B. Election of Board Officers**
 - i. Board President
 - ii. Board Vice President
 - iii. Board Treasurer
 - iv. Board Secretary

- C. Appointment of Executive Director**

- D. Appointment of Law Firm**

- E. Appointment of Organization Representatives**
 - i. Batavia Parks Foundation Board Liaison
 - ii. Fox Valley Special Recreation Association (Alternate)
 - iii. Batavia Chamber of Commerce (Alternate)

President Callahan entertained a motion to approve the FY 2021-22 Board Officer and Appointment and Election results as presented: Pat Callahan as President; John Tilmon as Vice President; Kevin Riley as Treasurer; and Tara Gray as Secretary; Allison Niemela as Executive Director; Ancel Glink as Legal Counsel; Debbie Gentry as Primary for Batavia Parks Foundation Liaison and Molly Connolly as Alternate; Allison Niemela as Primary and Brittany Meyer as Alternate for Fox Valley Special Recreation Association; Allison Niemela as Primary and Josh Wyant as Alternate for Batavia Chamber of Commerce as presented; Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Riley, Connolly, Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

- F. Adoption of an Intergovernmental Agreement Between the Batavia Park District and City of Batavia for the Transfer of Properties.**

President Callahan entertained a motion to adopt an intergovernmental agreement for the transfer or properties between the Batavia Park District and the City of Batavia as presented. Motion was made by Riley, seconded by Tilmon. The roll was called. Ayes: Riley, Tilmon, Connolly, Gray, Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

- G. Adoption of ordinance #398: Requesting Transfer of City Property to the Batavia Park District.**

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President Callahan entertained a motion to adopt Ordinance #398, requesting the transfer of certain parcels of real estate from the City of Batavia to the Batavia Park District pursuant to the Local Government Property Transfer Act, as presented. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Riley, Connolly, Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

H. Adoption of Resolution #276: Authorizing the Transfer of Park District Property to the City of Batavia.

President Callahan entertained a motion to adopt Resolution #276, authorizing the transfer of property from the Batavia Park District to the City of Batavia, as presented. Ayes: Tilmon, Riley, Connolly, Gray, Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

EXECUTIVE SESSION – President Callahan entertained a motion to adjourn into Executive Session at 7:54 to discuss Leasing Property/Land Acquisition 2(c)(5) and Personnel 2(c)(1). Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Riley, Connolly, Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD – Regular Session was reconvened at 8:36 p.m.

With no further business to come before the Board, the regular meeting adjourned at 8:37 p.m. A voice vote was taken and the motion passed unanimously.



Secretary, Board of Commissioners
Batavia Park District

Line prepared by:
Debbie Gentry