REGULAR MEETING — The regular meeting was called to order at 7:00 PM by President Callahan.

ROLL CALL — President Callahan called for the roll. Commissioners in attendance were Larson, Tilmom, and Callahan. Bell and Gray were absent.

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

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 — President Callahan 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 October 17, 2023; Approval of Minutes from the Special Board Meeting held on November 1, 2023; Approval of Minutes from the Special Board Meeting held on November 14, 2023; 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 Tilmom, seconded by Larson to establish the Consent Agenda. The roll was called. Ayes: Tilmom, Larson and Callahan. Nays: None. Abstain: None. Absent: Bell and Gray. Motion carried.

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

GUESTS - MATTERS FROM THE PUBLIC — None.

MATTERS FROM COMMISSIONERS — None.

PRESENTATIONS —
A. Eagle Scout Presentation: Installation of Butterfly Houses at Hawks Bluff Park, Owen Stahl
Troop 6 Eagle Scout Owen Stahl presented an overview of the project and shared the environmental impact of butterfly houses.
CORRESPONDENCE – President Callahan acknowledged a letter from Blue Cross Blue Shield of the Illinois National Fitness Campaign Grant Committee awarding the Batavia Park District a $50,000 Grant for an Outdoor Fitness Court. President Callahan directed staff to place the letter into the official records of the Park District.

ANNOUNCEMENTS – Director of Creative Development and Community Engagement Burgess read the following announcements: 1) Bruce Bucks are back! The popular Black Friday week gift card sale is going on now through Wednesday, November 23rd and again on Monday, November 27th. Receive bonus bucks when you purchase gift cards. Spend $100 and earn $25 of free gift cards. Gift cards are available for purchase at the Eastside Community Center and the Batavia Civic Center; 2) In observation of Thanksgiving, the Eastside Community Center and the Batavia Civic Center are closed on Thursday, November 23rd and Friday, November 24th; 3) The Peace on Earth Bridge ceremonial ribbon cutting and dedication will be November 26th at 3 p.m. on the South Riverwalk Plaza. This event celebrates the installation of the permanent Peace on Earth letters. There will also be several elected officials in attendance. Lighting of the bridge will take place around 5:30 p.m. and 7:00 p.m. that evening; 4) Kick off the winter celebrations during the Celebration of Lights and Christmas Tree Lane Festival on November 26th beginning at 5 p.m. This free family event includes hayrides, holiday craft activities, a community sing-a-long, ceremonial tree lighting, a visit with Santa, story hour, live reindeer and the ever-popular Christmas Tree Lane! There is still time to vote for the People’s Choice Award for tree decorations on the District’s Facebook page; 5) Batavia Park District resident registration begins on Monday, November 27th at 8:30 a.m. and Batavia non-resident registration begins December 4th. Fun Guides dropped in community mailboxes during the week of Nov. 13. Winter guide highlights include Ties and Tiaras, egg events, indoor aquatics, adult fitness programs, STEAM and education programs and senior activities. Preschool Tumbling is back this winter! The new program begins in January; 6) Do you love decorating for the holidays? Is your front yard the envy of the neighborhood due to your festive decor? Show off your holiday spirit and enter Batavia’s Holiday House Decorating Contest. Photos must be submitted by 4 p.m. on Monday, Dec. 11th. Register for the program online at bataviaparks.org.

STAFF REPORTS – Director of Finance Strumpf shared the following updates: 1) The annual rollover bond payment was made at the end of October; 2) The upcoming General Obligation Bond issuance will be moved to February and will be presented by Speer Financial at the February Board Meeting; 3) The Tax Levy Ordinance is presented tonight for Board approval with a proposed 5.0% increase. The Illinois Property Tax Extension Limitation Law (PTELL) limits the growth of a taxing district’s property tax levy to 5.0% or the rate of inflation, whichever is less; 4) The new payroll system is up and running; and 5) Last month the Board approved a change in credit card processor companies which will be implemented in January.
Director of Facilities and Trades Wyant stated testing for the new lighting for the Peace on Earth letters has taken place. The asphalt and striping has been completed for the Lacher Maintenance Facility parking lot. Demolition is complete at 209 S River Street.

Director of Parks Hansen shared playground mulch has been installed and all playgrounds are up to standard. Fall burns are completed by Bluestem Ecological Services at Prairie and Lathem Park, Prairie Path Park, Laurelwood Park, and Payne Woods Park.

Director of Community Recreation Meyer shared facility rentals have been going well and a long-term rental for Shannon Hall has been secured. Meyer highlighted new programs such as a storm science class, one-day pickleball clinics, toddler tumbling, and an additional beginner pickleball drop-in session.

Director of Creative Development and Community Engagement Burgess stated the Winter Fun Guide is out to the community and marketing efforts to support the winter programs are underway. The text proof has been submitted to the designer for the Spring Fun Guide. Camp will be offered in the Spring Fun Guide. The District has hired Shumway Studios to complete a second phase of the Peace Bridge project video. The video will be available to the community when it is completed.

EXECUTIVE DIRECTOR’S REPORT – Executive Director Niemela shared the following: 1) President Callahan and Vice President Tilmon were honored at the Illinois Association of Park District’s “Best of the Best” Gala for their years of service. Niemela thanked President Callahan for his 25 years of service and Vice President Tilmon for his 15 years of service to the Park Board of Commissioners. Energy City Brewing owners David and Heidi Files were also honored at the gala for their partnership with Batavia Park District; 2) Batavia Park District was named a Chicago Tribune Top Workplace; 3) The Batavia Park District was named a Distinguished Accredited Agency by the is an Illinois Association of Park Districts (IAPD)/Illinois Park and Recreation Association (IPRA); 4) The Kane County Department of Transportation hosted the Bliss Road/Main Street/Fabyan Parkway roundabout ribbon cutting; 5) Sunday, November 26th is the Peace on Earth ribbon cutting and dedication at 3:00 PM. Lighting of the bridge will take place at 5:30 PM and 7:00 PM; 6) The Celebration of Lights Festival will take place on Sunday, November 26th with a visit from Santa and donations will be collected for the Batavia Interfaith Food Pantry; 7) Callahan Community Center Pre-Construction is slated for January 2024; 8) Niemela shared before and after photos of the Lacher Maintenance Facility Parking Lot. This will be added to the asphalt maintenance schedule; and 9) On
behalf of all staff, Niemela thanked the Board for their participation on the Capital Development Program Retreat and the Budget Workshop.

NEW BUSINESS –
A. Approval of Ordinance #413: Levying Assessment and Collection of Taxes

President Callahan entertained a motion to approve Ordinance #413 as presented. Motion was made by Tilmon, seconded by Larson. The roll was called. Ayes: Tilmon, Larson and Callahan. Nays: None. Absent: Bell and Gray. Motion carried.

B. Approval of Naming the Park Site Located in the Prairie Commons Subdivision

This item has been tabled for a full Board discussion at the December Board meeting.

C. Approval of Resolution #299: To Adopt and Allocate Funds for an Outdoor Fitness Court as Part of the 2024 National Fitness Campaign

President Callahan entertained a motion to approve Resolution #299 as presented. Motion was made by Tilmon, seconded by Larson. The roll was called. Ayes: Tilmon, Larson and Callahan. Nays: None. Absent: Bell and Gray. Motion carried.

D. Approval of Resolution #300: Authorizing the Execution of a Quit Claim Deed to the City of Batavia

President Callahan entertained a motion to approve Resolution #300 as presented. Motion was made by Tilmon, seconded by Larson. The roll was called. Ayes: Tilmon, Larson and Callahan. Nays: None. Absent: Bell and Gray. Motion carried.

E. IAPD Member Credentials: Annual Meeting Designations

President Callahan entertained a motion to approve IAPD Member Credentials: Annual Meeting Designations. Commissioner Bell was designated to attend the IAPD Conference in January 2024. Commissioner Gray was designated as the alternate. Motion was made by Tilmon, seconded by Larson. The roll was called. Ayes: Tilmon, Larson and Callahan. Nays: None. Abstain: None. Absent: Bell and Gray. Motion carried.

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 8:11 PM. Motion was made by Tilmon, seconded by Larson. A voice vote was taken and the motion passed unanimously.

Secretary, Board of Commissioners
Batavia Park District

Line prepared by:
Lindsey Williams, Executive Assistant