

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
OCTOBER 20, 2020
VIRTUAL MEETING**

REGULAR MEETING – The regular meeting was held as a 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 were Riley, Tilmon, Gray and Callahan. 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; Director of Marketing and Public Relations Jamie Mattas; Superintendent of Parks Kim Hansen; Superintendent of Facilities/Trades Josh Wyant; Director of Finance Shane Johnson; Executive Assistant Shelley Kouzes; and Executive Director Allison Niemela. Legal counsel Chris Welch and Batavia Parks Foundation President Cory Poris-Plasch were also present via video.

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 as presented which included approval of the following: minutes from the Regular Board Meeting held September 15, 2020; minutes from the Special Board Meeting held September 16, 2020; Paid Expenditures; Expense Approval Report; Approval of Purchases; and approval of Ordinance #393: Surplus Property. Motion was made by Tilmon, seconded by Gray to establish the Consent Agenda. The roll was called. Ayes: Riley, Tilmon, Gray, 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 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.

MATTERS FROM COMMISSIONERS – President Callahan thanked Board members and staff for their effort and time preparing for the recent CDP Board Retreat.

BATAVIA PARKS FOUNDATION – Batavia Parks Foundation President Cory Poris-Plasch announced a \$7,500 donation to the Park District scholarship fund to help families with the cost of recreational programming. The Parks Foundation is searching for someone to fill a Board opening.

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
OCTOBER 20, 2020
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FOX VALLEY SPECIAL RECREATION ASSOCIATION – Executive Director Niemela invited the public to help support families in need by donating to the Stuff the Bus Food Drive on Friday, October 23rd. Food items may be dropped off at Wheeler Park in Geneva from 11:00 – 2:00 p.m. or the Vaughan Athletic Center between 9:00 a.m. and 4:00 p.m. The Fox Valley Special Recreation Foundation Board appreciated President Callahan’s \$1,000 donation.

CORRESPONDENCE – There was no correspondence to report.

STAFF REPORTS –

Director Eby advised the Board there is a stipulation in the Land Cash ordinance that requires us to apply for reimbursement of any funds. Director Eby will follow the process for any funds due to the Park District.

Director Johnson advised the Board the Park District’s application for the Kane County Corona Virus Relief Fund was accepted. An email will be received toward the end of October with the award amount. Director Johnson attended a City of Batavia Joint Review Board meeting in which the TIF for District 6 passed. Staff is preparing for 2021 health insurance enrollment. Departmental meetings have been scheduled for preparation of the 2021 budget.

Director Lacher advised the Board he and Superintendent Hanson are reviewing the 2021-2023 prescribed burn and naturalized area contract which will be brought before the Board in December for approval. Director Lacher has been in contact with the City regarding holiday decorations at the Riverwalk and drainage issues at Michael H. Wild Park.

Superintendent Hansen advised the Board staff is working on Riverwalk turf repair, tree trimming, filling holes at West Main Park, and installing signs. The weather allowed for planting four memorial trees. A memorial bench will be installed this week. A display wall was built at the Depot Museum for displaying gift shop merchandise. Staff is planning for the Hamlet Park renovation next year. An open house is planned for December 1st to view the designs.

Superintendent Wyant advised the Board staff has been working on winterizing irrigation lines and Clark Island bathrooms. The fountain will be winterized in late October or early November. Snow equipment is being prepared for the season. Staff is working on Riverwalk improvements.

Director Meyer advised the Board the Park District had over 315 kayak rentals this summer and will be offering kayak rentals next year. New and unique programs that will

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
OCTOBER 20, 2020
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be offered include an adult basketball league, a new 5th and 6th grade boys basketball league, and new Madden and FIFA ESports games. Staff is working on lots of Fall events.

Director Mattas advised the Board the Winter Fun Guide will be mailed at the end of November. The 2019 Annual Report should be posted to the website by the end of this week. The Nightmare at West Main event was sold out last Friday. Tomorrow staff will be taking photos of houses entered in the Halloween House Decorating Contest. Photos will be posted on Thursday for the public to cast votes for the People's Choice Award. Celebration of Lights is coming up. As usual, trees will be decorated by local businesses and the public will be given an opportunity to vote on their favorite. The Depot Museum gift shop received a "face lift" and new merchandise will be offered. Some products will be available for purchase online. The Batavia Public Library's Community Check-in will offer a virtual tour of the Depot Museum's African American exhibit on Tuesday, October 27th.

EXECUTIVE DIRECTOR'S REPORT - Executive Director Niemela updated the Board on the following: 1) Governor Pritzker announced today that Kane County, among other regions, will be entering into Tier 1 mitigation measures beginning this Friday, October 23rd. Social events and gatherings will be limited to 25 guests or 25% of the overall room capacity, both indoors and outdoors. All prior sports guidance remains in effect. This weekend's Nightmare at West Main event has been cancelled; 2) A record number of 21 homes participated in the Park District's Halloween House Decorating Contest this year; 3) A Halloween Candy Hunt will be offered for some social distancing fun. Registered participants will receive treats delivered to their front yards by staff; 4) The Depot Museum received a "face lift" and new merchandise. Curbside pickup will be offered; 5) The area to the west of the dam shows extreme erosion. Parks staff installed Batavia stone to the area to slow the erosion and prevent people from walking around the area; 6) A log jam in the canoe cut near the Riverwalk was reported to the Park District. Staff cleaned it out and installed a grate to prevent a future jam.

OLD BUSINESS –

- A. Discussion and Possible Action of the Batavia Youth Baseball Agreement –**
Board and staff discussed specifics of the agreement between the Park District and Batavia Youth Baseball (BYB). The Board will work with Batavia Youth Baseball on recommended changes proposed by each organization.

NEW BUSINESS

- A. Approval of Resolution #271: Estimating the Amount of Taxes to be Levied for Tax Year 2021** - This resolution provides an estimate of the amount of taxes to be levied for tax year 2021.

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
OCTOBER 20, 2020
VIRTUAL MEETING**

President Callahan entertained a motion to approve Resolution #271: Estimating the Amount of Taxes to be Levied for Tax Year 2021 as presented. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Riley, Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

- B. Award of Contract for Purchase of a Dump Truck** – Director Lacher recommended awarding the contract for purchase of a dump truck to Coffman Truck Sales of Aurora, IL for the sum of \$45,428.64. Director Lacher discussed the recommendation in further detail.

President Callahan entertained a motion to award the contract for purchase of a dump truck to the lowest responsible and responsive bidder, Coffman Truck Sales of Aurora, IL for the sum of \$45,428.64 as presented. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Riley, Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

- C. IAPD Member Credentials: Annual Meeting Designations** – This is the time of year to set forth our designee and alternate on our Board to represent the Batavia Park District as voting members during the annual meeting of the Illinois Association of Park Districts (IAPD) at the annual conference in January.

Commissioner Riley was disconnected due to internet connection issues.

President Callahan entertained a motion to appoint Commissioner Riley as designee and Commissioner Gray as alternate to represent the Batavia Park District as voting members during the annual meeting of the Illinois Association of Park Districts (IAPD) at the annual conference. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Callahan. Nays: None. Abstain: None. Absent: Riley. Motion carried.

EXECUTIVE SESSION - President Callahan entertained a motion to adjourn into Executive Session at 7:58 p.m. to discuss Personnel 2(c)(1). Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Callahan. Nays: None. Abstain: None. Absent: Riley. Motion carried.

Commissioner Riley called into the virtual meeting at 8:03 p.m.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD – Regular Session was reconvened at 8:19 p.m.

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
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- A. Approval of Naming Rights for the Civic Center Gymnasium and Maintenance Facility** – Executive Director Niemela and Board members discussed naming rights for the Civic Center gymnasium and maintenance facility. **President Callahan entertained a motion to approve naming rights for the Civic Center gymnasium and maintenance facility as discussed in Executive Session. Motion was made by Tilmon, seconded by Gray. The roll was called. Ayes: Tilmon, Gray, Callahan. Nays: None. Abstain: None. Absent: Riley. Motion carried.**
- B. Discussion and Possible Action of Board Vacancy** – Executive Director Niemela and Board members discussed the current Board vacancy.

ADJOURNMENT - With no further business to come before the Board, the regular meeting adjourned at 8:21 p.m. The roll was called. Ayes: Riley, Tilmon, Gray, Callahan. Nays: None. Abstain: None. Absent: None. Motion carried.

Secretary, Board of Commissioners
Batavia Park District

Line prepared by:
Shelley Kouzes