

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
SEPTEMBER 15, 2020
HYBRID IN-PERSON AND VIRTUAL MEETING**

REGULAR MEETING – The regular meeting was held as a hybrid in-person and 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, 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 Facilities/Trades Josh Wyant; and Director of Finance Shane Johnson. Executive Assistant Shelley Kouzes and Executive Director Allison Niemela were present in person. Legal Counsel Chris Welch; Mayor Shielke; City Administrator Laura Newman; and Steve Konters of Hitchcock Design Group were present for part of the meeting 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 August 18, 2020; Paid Expenditures; Expense Approval Report; Income Statement; Approval of Purchases; Approval of Resolution #268: Notice of Appointment of Authorized IMRF Agent; and Approval of Resolution #269: Freedom of Information Act (FOIA) Designations. Motion was made by Tilmon, seconded by Riley 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 Gray, seconded by Tilmon. 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. Executive Director Niemela read a letter submitted by Batavia resident Sylvia Keppel that urged the Park Board to vote down the establishment of the proposed Tax Increment Financing District (TIF 6).

MATTERS FROM COMMISSIONERS – Commissioner Tilmon extended gratitude to Park District staff for their support and kindness due to the passing of a family member.

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
SEPTEMBER 15, 2020
HYBRID IN-PERSON AND VIRTUAL MEETING**

BATAVIA PARKS FOUNDATION – None.

FOX VALLEY SPECIAL RECREATION ASSOCIATION – Executive Director Niemela thanked President Callahan for his challenge to other Park Districts in the area to match his donation of \$1,000 to the Fox Valley Special Recreation Foundation (FVSRF).

CORRESPONDENCE - 1) Email from patron Jennifer Nelson who expressed appreciation for the District’s Virtual Recreation web page; 2) Letter from Batavia Historical Society President Dan Hoefler to Executive Director Niemela in appreciation of her participation in the video production of a documentary about Batavia’s response to the current pandemic.

STAFF REPORTS – New Director of Finance Shane Johnson introduced himself to the Board.

Director Eby advised the Board he attended a virtual meeting with City staff to review the development application for the new Hall Quarry Beach parking lot. The next step will be going before the Planning Commission. Work will start again tomorrow at Big Woods Park after rain delays.

Director Lacher advised the Board staff replaced more than 200 boards on the Clark Island Bridge. Staff developed a new process for ensuring safety while replacing bridge boards by placing plywood over any openings during the short time in-between removing and replacing each board.

Superintendent Wyant advised the Board that the Boardwalk improvements were made by lifting sagging areas and replacing support posts. Cement repairs have been completed for a memorial bench at the Riverwalk and to Lookout #5 which overlooks the Fox River. The 2nd Annual Illinois State Kubb Tournament will take place September 5th at Engstrom Park. The Parks Department welcomed new mechanic Mitch Dienst who started August 26th.

Director Meyer advised the Board fall events include: Drive-in Movies; Mom/Son; Trick or Treat Yourself; and (social sistance) BINGO for Seniors.

Director Mattas advised the Board staff is working on the Winter Fun Guide; creating a new brochure design for 2021; promoting fall events; and working with the Depot Museum to update the merchandise display and add more items for sale.

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
SEPTEMBER 15, 2020
HYBRID IN-PERSON AND VIRTUAL MEETING**

EXECUTIVE DIRECTOR’S REPORT - Executive Director Niemela updated the Board on the following: 1) Updates to Shannon Hall will include painting and new lighting; 2) The CDP Retreat has been rescheduled to October 17th; 3) Staff is replacing pedestrian bridge boards at Clark Island, then at the Peace Bridge; 4) Kemp Hall now has a new wooden dance studio floor; 5) The Park District is recruiting volunteers for Nightmare at West Main which will replace Haunted Quarry; 6) Several of the Mom/Son Night of Fun sessions have already sold out; 7) Drive-in movies at West Main have been very popular; 8) A display of the history of the Batavia Fire Department may be viewed at the Depot Museum’s Gustafson Research Center ; 9) The Park District is offering a productive and safe place for students on offsite learning days at our Bulldog Crimson Gold Camp; 10) The Kubb Championship took place over Labor Day weekend; 11) The Park District was voted Best Summer Fun Park District Location for the Kane County Chronicle’s “Best of the Fox” contest.

PRESENTATIONS

- A. Review and Discussion of the Park District’s Final Draft of the Comprehensive Master Plan** – Steve Konters of Hitchcock Design Group presented the final draft of the Comprehensive Master Plan. Board and staff discussed the plan. The Board will forward any comments or questions to Executive Director Niemela between now and the next Board meeting.

- B. Presentation of Preliminary Proposal for Tax Increment Financing District (TIF) 6** – Mayor Schielke and City Administrator Laura Newman presented a preliminary proposal for TIF District 6.

NEW BUSINESS

- A. Approval of Resolution #270: A Resolution to Approve an Intergovernmental Agreement with Kane County Regarding Coronavirus Relief Funds** - This Resolution will allow the Park District to enter into an Intergovernmental Agreement with Kane County before October 16, 2020 in order to apply for reimbursement of eligible COVID-19 related expenditures. The Intergovernmental Agreement will be provided once our application is reviewed and approved by Kane County.

President Callahan entertained a motion to approve Resolution #270: A Resolution to Approve an Intergovernmental Agreement with Kane County Regarding Coronavirus Relief Funds 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.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD – None.

**BATAVIA PARK DISTRICT
REGULAR BOARD MEETING MINUTES
SEPTEMBER 15, 2020
HYBRID IN-PERSON AND VIRTUAL MEETING**

ADJOURNMENT - With no further business to come before the Board, the regular meeting adjourned at 9:04 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