

Byron Park District Regular Meeting Minutes
Tuesday, October 20, 2020 at 6:00 p.m.
Byron Park District Board Room

1.1 Commissioner Oracki called the Regular Meeting of the Board of Commissioners to order at 6:01 p.m.

1.2 On roll call, the following were:

PRESENT: Commissioners Boyle, Jeffrey, Oracki, and Wilmarth.

ABSENT: Griffith.

STAFF PRESENT: Director Paul Zepezauer, Nick Warrner, and Elaine Carow.

GUESTS: None.

2.0 PUBLIC COMMENT: None.

3.1 BOARD AMMENDMENTS TO THE AGENDA: None.

3.2 STAFF AMMENDMENTS TO THE AGENDA: None.

3.3 APPROVAL OF THE AGENDA: Commissioner Wilmarth made a motion to approve the agenda as presented. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 4-0.

4.1 APPROVAL OF THE REGULAR MEETING MINUTES OF SEPTEMBER 15, 2020: Commissioner Jeffrey made a motion to approve the Regular Meeting Minutes of September 15, 2020. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 4-0.

5.1 TREASURER'S REPORT FOR THE MONTH ENDING SEPTEMBER 30, 2020: Executive Director Paul Zepezauer provided the Treasurer's Report. The September Recreation Fund had similar revenue to the prior year with slightly higher expenses due to fall baseball/softball, increased minimum wage and increased staffing for Tiger Den. From June through September, 98% of the tax revenue has been received. The Recreation Fund is down overall when compared to 2019. Director Zepezauer advised he anticipates ending the fiscal year with a \$30,000 – \$40,000 deficit noting ongoing concerns with the impact COVID will continue to have over the winter months. Capital projects may show a larger deficit at the end of the year than originally expected if the construction project remains on the current timeline. Income Statements were reviewed and brief discussion occurred. Commissioner Jeffrey made a motion to approve the Treasurers Report for the month ending September 30, 2020. Commissioner Wilmarth seconded the motion, which passed unanimously on voice vote 4-0.

5.2 APPROVAL OF BILLS FOR SEPTEMBER 2020: A list of bills for September 2020 was provided. Commissioner Boyle made a motion to approve the bills as presented. Commissioner Wilmarth seconded the motion, which passed unanimously on voice vote 4-0.


6.1 FACILITY EXPANSION AND RENOVATION: Director Zepezauer provided an update regarding the facility expansion and renovation. Site work, including the drop off lane and parking lot, should be completed by early November. The roof should be completed in the upcoming days. Glass may be delayed, however, the facility can be weather proofed and interior work will continue. Locker rooms have been delayed due to light fixtures and flooring. The project is currently on target to meet the budget and opening timeline of early January. However, the margin for error is getting smaller in regards to both the budget and timeline.

7.0 NEW BUSINESS: None.

8.1 DIRECTOR/STAFF REPORTS: The Parks Update was provided. Outdoor work will continue as long as weather allows. Maintenance staff will then move indoors and begin the conversion of old office area to Tiger Den space. Director Zepezauer provided the upcoming meeting date for the Joint Board Meeting; November 5 at 6:00 p.m. The Budget Meeting is scheduled for November 5 at 4:30 p.m. Director Zepezauer asked the Board of Commissioners to let him know if they would like to participate in the Byron Station Response Committee formed by the School District. The HR Report was provided. Approximately \$6,000.00 was received from the State of Illinois CURE reimbursement for COVID -19 supplies. Trainings continue and reminders were sent as applicable. Another round of playground inspections will occur before cold weather arrives. Carrie will resume work on the IAPD Distinguished Agency accreditation and agency manuals. The Recreation report was provided. Fall baseball and softball conclude the week of 10/19-10/23. Nick Warrner advised umpire costs are a large expense, after several years of investing in the program, he recommends raising registration fees in 2021. Soccer Skills and Drills concluded the week of 10/5. Basketball Skills and Drills is beginning the week of 10/26. (Intra-team scrimmages only). Tiger Den is averaging 15 children per day before school and 35 children after school. Nick Warrner noted having children and staff separated by rooms has been costly from a staffing standpoint. He advised steps are being taken to limit the amount of staff while adhering to safety regulations. One option discussed was limiting participants which is not desirable due to the service provided to the community. The PE Center will continue to remain closed during the school day. Additional staff will be hired for the new facility including fitness desk attendant/Juice Bar operators, personal trainers, and fitness instructors. Once regulations lift, staff will look at revamping birthday party and rental options. Water Aerobics has decided to end their class due to low attendance numbers. The first session of private swim lessons filled with 12 participants and there is limited space for the second session. Dance is currently at 230 registrations. Dancers are settling in and classes are going well. The second session of Young Rembrandts is scheduled to start 11/4. The Tiger 10 Miler was a success. Staff commended Mr. Chris Remhof and acknowledged the tremendous amount of support he gives to the event. The Fall Frolic was a great success with a challenging course. The Harvest Hustle and Turkey Trot are on as scheduled. Miracle on 2nd Street is on as scheduled and the Park District will provide a game for kids to partake in. A new Holiday Light Decorating Contest will be offered to Byron Park District Residents sponsored by Uptown Lanes in the month of December. The winner will receive a pizza and bowling package. Work on the winter brochure has begun and the timeline for delivery will remain flexible based on the new facility and COVID regulations.

8.2 BOARD REPORTS: Commissioner Boyle reported trash was illegally dumped at Blackhawk Meadow Park. Brief discussion regarding the enforcement and security cameras occurred. Consensus was cameras would not be cost effective at this point.

10.0 ADJOURNMENT: Commissioner Jeffrey made a motion to adjourn at 6:43 p.m. Commissioner Wilmarth seconded the motion which passed unanimously on voice vote 4-0.

 11-17-2020
Signature Date

 11-17-20
Signature Date