

**Byron Park District Regular Meeting Minutes**

Tuesday, June 15, 2021 at 6:00 p.m.

Byron Park District Board Room

**1.1** Commissioner Wilmarth called the Regular Meeting of the Board of Commissioners to order at 6:00 p.m.

**1.2** On roll call, the following were:

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

**ABSENT:** Griffith.

\*Commissioner Griffith was present by phone at 6:01 p.m. and exited the meeting prior to agenda item 6.1.

**STAFF PRESENT:** Director Paul Zepezauer, Nick Warrner, John Walters 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 Boyle made a motion to approve the agenda as presented. Commissioner Jeffrey seconded the motion, which passed unanimously on voice vote 4-0.

**4.1 APPROVAL OF THE ORGANIZATIONAL MEETING MINUTES OF MAY 18, 2021:** Commissioner Jeffrey made a motion to approve the Organizational Meeting Minutes of May 18, 2021. Commissioner Oracki seconded the motion, which passed unanimously on voice vote 4-0.

**4.2 APPROVAL OF THE REGULAR MEETING MINUTES OF MAY 18, 2021:** Commissioner Jeffrey made a motion to approve the Regular Meeting Minutes of May 18, 2021. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 4-0.

**5.1 APPROVAL OF THE TREASURERS REPORT FOR THE MONTH ENDING MAY 31, 2021:** Director Zepezauer provided the Treasurers Report. May income statements had a return to somewhat normal levels. Athletics and Fine Arts have bounced back. Fitness is beginning to trend in the right direction. Income Statements were reviewed. Athletics and Fine Arts are out performing 2019 and 2020 while the PE Center is lagging behind. Concerns regarding the mask requirement were expressed. Tiger Den is beginning to close the gap from prior years. Payroll and bank balances were reviewed. Commissioner Oracki made a motion to approve the Treasurers Report for the month ending May 31, 2021. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 5-0.

**5.2 APPROVAL OF BILLS FOR APRIL 2021:** A list of bills for May 2021 was provided. Commissioner Oracki made a motion to approve the bills as presented. Commissioner Jeffrey seconded the motion, which passed unanimously on voice vote 5-0.

**6.1 FACILITY EXPANSION AND RENOVATION:** Director Zepezauer provided an update regarding the Facility Expansion and Renovation. Less than 10 items remain outstanding on the punch list. The HVAC balancing and roof "popping" sounds continue to be areas of concern. Discussion occurred. Director Zepezauer will follow up with Russell Construction.

**7.1 PARKS ORDINANCE:** Director Zepezauer advised the Parks Ordinance is a requirement for the IAPD Accreditation. The existing document was updated and provided for review. Commissioner Jeffrey made a motion to authorize the Executive Director the ability to update the Agency Rules & Regulations as needed. Commissioner Oracki seconded the motion which passed unanimously on voice vote 4-0.


**7.2 ETHICS ORDINANCE:** Director Zepezauer advised the Ethics Ordinance is a requirement for the IAPD Accreditation. The document was originally approved in May of 2004 but the original document was unable to be located. Commissioner Boyle made a motion to approve Ethics Ordinance 2021-04. Commissioner Oracki seconded the motion which passed unanimously on voice vote 4-0.

**8.1 DIRECTOR/STAFF REPORTS:** Director Zepezauer provided the Directors Report. Several IAPD bills are headed to the Governor's office; OSLAD agreement extension, ability to invest in highly rated corporate obligations, and park district eligibility for DCEO tourism grants. Staff preparing smoothies have been instructed to not accept tips at this time. Food Trucks will be required to obtain proper permitting from the City of Byron before they will be given approval to be in the parks. An update regarding current facemask requirements was provided; vaccinated persons will not be required to wear a mask. Summer Camp participants and staff will need to be isolated and continue to wear masks. Tax bills were distributed incorrectly; Ogle County Clerk, Laura Cook will be meeting with States Attorney, Michael Rock to determine what options are available. The HR/Safety Report was provided. The Lifeguard Training Class and CPR/AED & First Aid trainings were recently completed. Carrie has been overseeing Juice Bar inventory. The Parks Report was provided. Boat docks have been installed, park maintenance is ongoing, and new mulch will be installed in the near future. The Recreation Report was provided. Baseball & Softball are off to a great start. Personal training is going well and numbers continue to increase. New staff are being hired for the juice bar and we are now offering smoothie punch cards. Group swim lessons and open swim have returned this summer. Summer camp is off to a great start with participants enjoying weekly camp themes and fieldtrips; feedback has been positive. The 2020-21 Recital Dance Season concluded with the "Wish Upon A Star" recital. Summer Dance registrations are being received. Auditions for the Theatre Arts Academy's inaugural show, The Wizard of Oz, are scheduled for the end of July. Registrations for the Tiger 10 Miler are coming in, the first price increase is July 9<sup>th</sup>. Byron Fest 5K registrations are off to a slow start. The Fall Frenzy Race Series is open for registration. Planning for Movie in the Park is underway; we will be hosting a bike parade and inviting food trucks to help boost the event. Nick and Elaine continue to work on the Active Net software implementation with a live date of July 20<sup>th</sup>. The Fall Program guide is expected to go to the printer by July 7<sup>th</sup>.

**8.2 BOARD REPORTS:** Commissioner Oracki suggested looking into offering a local tumbling program. Director Zepezauer advised he would follow up. He expressed concerns with third party companies and instructors and would prefer to hire an instructor who would be an employee of the park district.

**9.0 CLOSED SESSION:** None.

**10.0 ADJOURNMENT:** Commissioner Jeffrey made a motion to adjourn at 6:55 p.m. Commissioner Oracki seconded the motion which passed unanimously on voice vote 4-0.

 7-20-21  
Signature Date

 7-20-2021  
Signature Date