



Byron Park District Regular Meeting Minutes
Tuesday, January 17, 2023 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, Griffith*, Oracki and Wilmarth.

ABSENT: None.

*Commissioner Griffith was present by phone.

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 Oracki seconded the motion, which passed unanimously on voice vote 5-0.

4.1 APPROVAL OF THE SPECIAL MEETING MINUTES OF DECEMBER 20, 2022: Commissioner Oracki made a motion to approve the Special Meeting Minutes of December 20, 2022 as presented. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 5-0.

4.2 APPROVAL OF THE REGULAR MEETING MINUTES OF DECEMBER 20, 2022: Commissioner Boyle made a motion to approve the Regular Meeting Minutes of December 20, 2022 as presented. Commissioner Jeffrey seconded the motion, which passed unanimously on voice vote 5-0.

5.1 APPROVAL OF THE TREASURERS REPORT FOR THE MONTH ENDING DECEMBER 31, 2022: Director Zepezauer provided the Treasurers Report for the month ending December 31, 2022. Income Statements were reviewed. Overall the District finished the year with an unaudited surplus and met/or exceeded the budgets in all funds except two which were nominal. Revenue increased significantly when compared to 2019, which was the Districts previous highest year. Recreation Fee Revenue outperformed expectations due to the expansion. Recreation Revenue by Department continues to reflect success in the PE Center, Cultural Arts, and Theatre. Athletics underperformed financially despite strong participation numbers. Mr. Warrner noted securing officials has also become a challenge; Commissioner Oracki suggested utilizing high school students at the lower levels. Commissioner Boyle advised the District held tournaments in the past and questioned the possibility of offering them again in the future. Mr. Warrner advised numerous attempts to offer tournaments have failed due to low team enrollments. Income Statements were reviewed. Commissioner Jeffrey made a motion to approve the Treasurers Report for the month ending December 31, 2022. Commissioner Oracki seconded the motion, which passed unanimously on voice vote 5-0.

5.2 APPROVAL OF BILLS FOR DECEMBER 2022: Commissioners reviewed the list of bills for December 2022. Commissioner Oracki made a motion to approve the bills as presented. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 5-0.

6.0 OLD BUSINESS: None.

7.1 REVIEW OF CLOSED SESSION MINUTES: Director Zepezauer advised there are three sets of closed session minutes that are currently not available for public inspection. Staff recommend keeping all three confidential at this time. Commissioner Jeffrey made a motion to keep closed session meeting minutes of December 18, 2018, August 20, 2019, and October 15, 2019 confidential. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 5-0.

8.1 DIRECTOR/STAFF REPORTS: Director Zepezauer advised bid documents for Johnson Park are almost complete with tentative approval at the February board meeting. The Brighton Ridge lot is approved for sale; discussion regarding listing occurred. Daily Visits reflect the highest December in District history. Carrie Stralow has been busy with annual HR duties including wage updates, employee evaluations, handbook updates, and year-end financial work. Preliminary Audit Field Work is underway with the onsite fieldwork scheduled for February. Light fixtures in the Fitness Center have a potential manufacturer defect. Short-term repairs to the mirrors by the turf area have been completed. Splashguards and towel hooks were added in the locker rooms. Property damage occurred at Blackhawk Meadow Park; staff notified the police. Youth Basketball concludes January 28 in Oregon. Indoor travel soccer was cancelled due to low registration numbers. Tiger Cub Indoor Soccer begins February 5. Spring sport preparations continue. The New Year's Fitness Challenge is off to a great start with 103 body scans completed. Fitness Classes continue to see steady attendance numbers. Winter swim lessons are underway. The basketball courts and fitness center are busy due to youth leagues and New Year's resolution attendance. Recital dance has hit the season midpoint. Several guest dance instructors have been retained to teach workshops. The competition dance team is preparing for their first competition of the season, March 17-19 in Madison, WI. The theme for this year's Mother Son and Daddy Daughter dances is NEON night. There will be a DJ and Chelsea Marie Photography with be taking guest photos. The employee appreciation dinner is March 5, 6:00-8:00 p.m. at Uptown Lanes in Byron. A new year's fitness postcard was mailed to Byron residents and surrounding towns. Content for the Summer Program Guide is due February 1. Marketing for all upcoming programs for Byron Civic Theatre, Fitness, Athletic, Dance, Special Events and more is ongoing.

8.2 BOARD REPORTS: Commissioner Wilmarth expressed concerns regarding Fitness Center etiquette including excessive profanity and ongoing poor behavior, staff to follow up. Commissioner Jeffrey commended staff on the ongoing improvements at Johnson River Front Park.

9.0 CLOSED SESSION: None.

10.0 ADJOURNMENT: Commissioner Oracki made a motion to adjourn at 6:40 p.m. Commissioner Jeffrey seconded the motion, which passed unanimously on voice vote 5-0.



Signature

Date



Signature

Date