

**NOTICE**  
**BOARD OF COMMISSIONERS MEETING**

Tuesday, June 17, 2025, at 6:00 pm  
Byron Park District Conference Room (500 N. Colfax St.)

**1.0 Convening the Meeting**

1.1 Commissioner Boyle called the Regular Meeting of the Board of Commissioners to order at 6:01 pm.

1.2 On roll call, the following were:

**PRESENT:** Commissioners Boyle, Griffith, Oracki and Wilmarth

**ABSENT:** Commissioner Newton

**STAFF PRESENT:** Nick Warrner, Aydin Coffey, Carrie Stralow

**GUESTS:** None

**2.0 Public Comment: None**

**3.0 Amendments/Approval of the Agenda**

**3.1 BOARD AMMENDMENTS TO THE AGENDA:** None

**3.2 STAFF AMMENDMENTS TO THE AGENDA:** None

**3.3 APPROVAL OF THE AGENDA:** Commissioner Griffith made a motion to approve the agenda as presented. Commissioner Oracki seconded the motion, which passed on voice vote of 4-0.

**4.0 Approval of Minutes**

**4.1 APPROVAL OF THE ORGANIZATIONAL MEETING MINUTES OF May 20, 2025:** Commissioner Wilmarth made a motion to approve the Organizational Meeting Minutes of May 20, 2025, as presented. Commissioner Griffith seconded the motion, which passed on voice vote of 4-0.

**4.2 APPROVAL OF THE REGULAR MEETING MINUTES OF May 20, 2025:** Commissioner Oracki made a motion to approve the Regular Meeting Minutes of May 20, 2025, as presented. Commissioner Wilmarth seconded the motion, which passed on voice vote of 4-0.

**5.0 Financial Matters**

**5.1 APPROVAL OF THE 2024 ANNUAL FINANCIAL REPORT**

Monika Adamski from Lauterbach and Amen presented the 2024 Annual Financial Report to the Board via Zoom. She highlighted several sections in the report and stated that the audit proceeded without issues and the financial management of the district is satisfactory. The only suggestion was to add an investment policy prior to the next Audit.

Commissioner Wilmarth made a motion to approve the 2024 Annual Financial Report. Commissioner Oracki seconded the motion, which passed on a roll call vote. Boyle-Yes, Griffith-Yes, Orack-Yes and Wilmarth-Yes.

**5.2 APPROVAL OF THE TREASURERS REPORT FOR THE MONTH ENDING May 31, 2025**

Director Warrner went through the Treasurer's report and noted that the Recreation Fund is currently positive. His only concern would be the Byron Civic Theatre department, whose expenses

continue to be more than revenue. He will be monitoring this department's finances through the next few shows/productions and will look at making changes in FY 26, as needed.

Commissioner Oracki made a motion to approve the Treasurers Report for the month ending May 31, 2025. Commissioner Griffith seconded the motion, which passed on voice vote of 4-0.

### **5.3 APPROVAL OF BILLS FOR MAY 2025**

Commissioners reviewed the list of bills for May 2025. Commissioner Griffith made a motion to approve the bills as presented. Commissioner Wilmarth seconded the motion, which passed unanimously on voice vote of 4-0.

## **6.0 Old Business: None**

## **7.0 New Business:**

### **7.1 APPROVAL OF THE 2024 ANNUAL REPORT**

The board was given a copy of the 2024 annual report, which gives an overview of the District's services and presents the audit numbers in easy to read charts/graphs, etc.

Commissioner Oracki made a motion to approve the 2024 annual report. Commissioner Griffith seconded the motion, which passed unanimously on a voice vote of 4-0.

### **7.2 APPROVAL OF THE INTERGOVERNMENTAL AGREEMENT WITH THE SCHOOL DISTRICT**

After reviewing the agreement, Commissioner Oracki made a motion to approve the Byron 226 IGA as presented. Commissioner Griffith seconded the motion, which passed unanimously on voice vote of 4-0.

## **8.0 Reports**

### **8.1 DIRECTOR / STAFF**

Director Warrner stated that Austin Luepkes, owner of the land/property on All Saints Drive is now looking at other options vs. donating the land to the Park District. Next, Director Warrner reviewed what both PDRMA and Pirages, our corporate council, stated regarding putting up security cameras at our parks. After brief discussion, it was determined that we will move forward with the purchase of security cameras and signs that say, "Smile, You are on camera". We will start with one camera at Johnson Park that John will install and then expand to additional cameras and additional parks. The next topic of discussion was regarding batting cages rental fees. After weighing the pros and cons, it was decided that batting cages will be included with individual annual memberships starting in the Fall Guide. No teams will be allowed and a max of 4 individuals per cage was set. Renting the pitching machine will still cost \$12R/\$15NR for each ½ hour. Lastly, Director Warrner stated that the Dance Recital ticket sales were down this year, especially on Sunday, which was most likely due to it falling on Father's Day. Next year, the recital weekend will NOT fall on Father's Day.

In the HR/Safety Report, Carrie explained that she met with Kyle from PDRMA on June 10<sup>th</sup> to go over the Essentials of Risk Management form, which checks various risk management practices and identifies areas that need additional policies and procedures. Carrie will be working with other staff to update any identified policies and procedures by December 2025.

In the Parks Report, John stated that the Johnson Park Drainage/Washout Project has been completed and the damaged memorial bench has been repaired and returned to the park.

He also mentioned that Kyle from PDRMA recommended updating some language on our park signs, but it was determined that we would wait until FY26 to update all of our park signs.

In the Recreation Report, Aydin went over current athletic leagues and summer camps, along with

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special events. Next, class numbers for personal training and fitness classes were presented. Commissioner Boyle asked about the fitness classes with low participation, and Director Warrner stated that efforts are being made to rebrand these classes to potentially increase participation.

**8.2 BOARD:** Commissioner Griffith stated that John and him were present at the Ludwig Passage Preserve Grand Opening on June 6<sup>th</sup>. He stated that one person personally thanked John for doing such a great job maintaining all of our parks.

**9.0 Closed Session:** None

**10.0 Adjournment**

Commissioner Oracki made a motion to adjourn at 7:18 p.m. Commissioner Wilmarth seconded the motion, which passed on voice vote of 4-0.

  
Signature \_\_\_\_\_ Date 7-15-25

  
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