



Byron Park District Regular Meeting Minutes
Tuesday, June 16, 2020 at 6:00 p.m.
Mary Morgan Wood Gym (420 N. Colfax)

1.1 Commissioner Oracki 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, and Oracki.

ABSENT: Griffith and Wilmarth.

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 Jeffrey made a motion to approve the agenda as presented. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 3-0.

4.1 APPROVAL OF THE ORGANIZATIONAL MEETING MINUTES OF MAY 19, 2020: Commissioner Jeffrey made a motion to approve the Organizational Meeting Minutes of May 19, 2020. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 3-0.

4.2 APPROVAL OF THE REGULAR MEETING MINUTES OF MAY 19, 2020: Commissioner Boyle made a motion to approve the Regular Meeting Minutes of May 19, 2020. Commissioner Jeffrey seconded the motion, which passed unanimously on voice vote 3-0.

4.3 APPROVAL OF THE SPECIAL MEETING MINUTES OF JUNE 2, 2020: Commissioner Boyle made a motion to approve the Special Meeting Minutes of June 2, 2020. Commissioner Jeffrey seconded the motion, which passed unanimously on voice vote 3-0.

5.1 TREASURER'S REPORT FOR THE MONTH ENDING MAY 31, 2020: Director Zepezauer provided the Treasurer's Report. He advised the May statements had very little activity, noting we should start to see some activity in late June and a slow return to normal activity unless operations need to cease again. The June property tax distribution will most likely be pushed to July. There has not been any update on relief options. Income Statements, Payroll, and Bank Balances were reviewed. Commissioner Jeffrey made a motion to approve the Treasurers Report for the month ending May 31, 2020. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 4-0.

* Commissioner Griffith arrives at 6:04 p.m.

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

6.1 FACILITY EXPANSION AND RENOVATION: Director Zepezauer provided an update on the Facility Expansion & Renovation. He reported three change orders have occurred since the start of construction. Demolition has begun but there will be a slight delay in the site work as some of the drainage pipes will need to be rerouted and recalculated so that they do not affect the outdoor classroom in the Circle Drive. Commissioner Jeffrey requested that any delays be documented for future reference.

7.1 APPROVAL OF AMMENDED IGA WITH BYRON CUSD 226: Director Zepezauer advised there were a few verbiage changes in the Insurance section as it relates to limits and subrogation. All changes were agreed upon by legal counsel. Commissioner Jeffrey made a motion to approve the amended Intergovernmental Agreement with Byron CUSD 226 as presented. Commissioner Griffith seconded the motion, which passed unanimously on voice vote 4-0.

7.2 REVIEW OF CLOSED SESSION MEETING MINUTES: Director Zepezauer advised there are currently three closed session meeting minutes that are currently unavailable for public review. Staff recommended keeping them unavailable at this time. Commissioner Boyle made a motion to keep the closed session meeting minutes of December 18, 2018, August 20, 2019, and October 15, 2019 unavailable for public review. Commissioner Jeffrey seconded the motion, which passed unanimously on voice vote 4-0.

7.3 COVID-19 ADDENDUM TO THE PERSONNEL POLICY MANUAL: A copy of the COVID-19 Addendum to the Personnel Policy Manual was viewed. The document was completed and recommended by PDRMA as a way for staff to address any potential positive COVID tests. The document will be distributed to all staff upon board approval. Commissioner Jeffrey made a motion to approve the document as presented. Commissioner Griffith seconded the motion which passed unanimously on voice vote 4-0.

8.1 DIRECTOR/STAFF REPORTS: The parks update was provided. Concrete has been poured for the dugouts and footings on Fields 7 & 8. Fencing may not go in until after the t-ball and coach pitch season concludes. Playgrounds should be allowed to reopen on June 26 or the start of Phase 4. Boat docks are installed. Tree removal will resume at Johnson Park in the near future. Commissioner Boyle advised the bushes at Tiger Town is overgrown. Commissioner Oracki advised the mulch areas have weeds at Blackhawk Meadow Park. Director Zepezauer responded that both items are currently on the list for maintenance staff to complete. The maintenance staff is about a week behind at the moment due to the dugout project but hope to get caught back up in the next several weeks. The Safety Report was provided. Carrie has prepared COVID-19 educational information for rehired employees and guidelines for programs. She continues to purchase necessary supplies for proper COVID -19 cleaning. The Recreation Report was given. Overall survey feedback for youth sports was positive. Baseball, Softball, Coach Pitch, and T-Ball practices begin June 29th and games begin July 13th. Additional clarification is needed from the IDPH to clarify what additional safety requirements will be implemented. Some age levels may need to be adjusted due to registration numbers. Nick is working with other towns to help promote the league. Private one on one tennis lessons are being offered. Fall soccer has a tentative start date of August 22nd. Fitness classes are being held outdoors and the PE Center is set to open at the end of June. Summer Camp began June 15 with limited participation and increased safety measures. Dance classes are scheduled to resume early July pending additional clarification regarding guidelines. Read and Play in the Park will be cohosted with the Byron Public Library in July. Young Rembrandts will run two classes in July pending approval from the school to use the art room. Two additional E-Sports Leagues have been added and will start at the end of June. The virtual 5K concluded and shirts were delivered. The Hustle 5K has been created and will be held on July 11th. It will be the first in person 5K circuit race since February. The movie in the park for August has been cancelled. The Tiger 10 Miler is moving forward and will be reevaluated as necessary.

Work on the fall program guide is underway. Program information is being released via Facebook, email, and newspaper as it is available. Surveys for Tiger Den, Dance, and Baseball/Softball have been conducted and results were provided for review.

8.2 BOARD REPORTS: None.

9.0 EXECUTIVE SESSION: None.

10.0 ADJOURNMENT: Commissioner Jeffrey made a motion to adjourn at 7:09 p.m. Commissioner Griffith seconded the motion which passed unanimously on voice vote 4-0.

		
Signature	Signature	Date