

**Byron Park District Regular Meeting Minutes**  
Tuesday, July 21, 2020 at 6:00 p.m.  
Byron Park District Conference Room (420 N. Colfax)

**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, Griffith, Jeffrey, and Wilmarth.

**ABSENT:** Oracki.

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

**GUESTS:** Phil Brower.

**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 4-0.

**4.1 APPROVAL OF THE REGULAR MEETING MINUTES OF JUNE 16, 2020:** Commissioner Griffith made a motion to approve the Regular Meeting Minutes of June 16, 2020. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 3-0. Commissioner Wilmarth abstained.

**5.1 TREASURER'S REPORT FOR THE MONTH ENDING JUNE 30, 2020:** Director Zepezauer provided the Treasurer's Report. He advised the June statements had very little activity as the District returned to limited operations. The June property tax distribution was received. The July tax collection will be the first indicator as to what the 2019 tax year collection rate could look like. Income statements were reviewed. Commissioner Boyle made a motion to approve the Treasurers Report for the month ending June 30, 2020. Commissioner Griffith seconded the motion, which passed unanimously on voice vote 4-0.

**5.2 APPROVAL OF BILLS FOR JUNE 2020:** A list of bills for June 2020 was provided. Commissioner Boyle made a motion to approve the bills as presented. Commissioner Jeffrey 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, reporting one pending change order to replace the plaster locker room ceilings with acoustical ceilings. A majority of the phase 1 site work will be completed in the upcoming week including underground pipes, new parking lot, circle drive and the concrete areas around the District office and Mary Morgan. The block will be arriving at the end of the week. The project is currently on schedule.

**7.1 PE CENTER USAGE & FACILITY HOURS:** Director Zepezauer provided updated facility hours, 5:00 a.m. -10:00 a.m. and 11:30 a.m. – 7:00 p.m. He advised the PE Center closes from 10:00 a.m. – 11:30 a.m. for school sport practices. A facility usage report was provided. The report reflected a significant drop from February 2020 and a further decrease with the implementation of the mask requirement implemented by the Illinois State Board of

Education. Director Zepezauer solicited feedback from the board regarding an additional reduction in facility hours. Commissioners Jeffrey and Wilmarth stated the decrease in numbers may be an adjustment period. Commissioner Griffith asked if there have been any complaints or issues regarding the mask requirement. Staff advised that complaints and non-compliance have been minimal and the majority of facility users have been respectful. Consensus was to revisit facility usage at the next board meeting.

**8.1 DIRECTOR/STAFF REPORTS:** Dugouts have been installed on fields 7&8; fencing will be installed after coach pitch and t-ball conclude. Mowing and maintenance projects continue. The fishing pier will be reinstalled in late summer or early fall. Covid-19 cleaning supplies have been received and continue to be restocked. Costs have been submitted to DCEO for reimbursement under the CARES act. Minimum Wage increased to \$10.00 per hour on July 1 and will be reflected on the 7/17/2020 payroll. Safety trainings continue. Lap Swim has resumed in a limited capacity. Swim lessons will not be offered the remainder of the summer due to recommendations to "limit hands on instruction". Baseball, Softball, Coach Pitch and T-Ball are underway. Covid-19 Field Diagrams were reviewed and spectators appear to be adhering to the seating suggestions. Private Tennis lessons are doing well. Fall Soccer has a tentative start date of 8/22. A fitness class update was provided; yoga is in need of a new instructor. Tiger Den Summer Camp began 6/1; participant registrations have been low. Before and After School Child care planning is underway; a plan was submitted to Steve Stewart for review. The last session of dance began July 6<sup>th</sup>. Approximately 50% of participants returned. The recital is planned for August 29 and 30. Young Rembrandts will begin at the end of July. An overview of potential new programs was provided. The Hustle 5K was a success as it was the first in person 5K offered in the area; 84 participants attended. The Tiger 10 Miler is on schedule. A fall race series will be offered in the upcoming months and will conclude with the Turkey Trot 5K. The Fall Program guide will be released early to mid-August. Monthly membership resumed July 1. Email blasts have been utilized to reach out to past participants regarding upcoming programs.

**8.2 BOARD REPORTS:** None.

**9.0 EXECUTIVE SESSION:** Commissioner Boyle made a motion to enter in to Executive Session for the purpose of Personnel: 5ILCS, Par.120/2 (c) (1) Commissioner Jeffrey seconded the motion which passed unanimously on roll call vote 4-0.

**AYES:** Boyle, Jeffrey, Griffith, and Wilmarth.

**NAYS:** None.

**ABSENT:** Oracki.

The Board of Commissioners entered into Executive Session at 6:52 p.m. with the following present:

**BOARD COMMISSIONERS:** Boyle, Griffith, Jeffrey, and Wilmarth.

**ADMINISTRATIVE STAFF:** Paul Zepezauer

\*Staff Members and guests exit at 6:52p.m.

Commissioner Boyle made a motion to end Executive Session at 7:13 p.m. with no action taken. Commissioner Griffith seconded the motion which passed unanimously on voice vote 4-0.

**AYES:** Commissioners Boyle, Griffith, Jeffrey, and Wilmarth.

**NAYS:** None.

**ABSENT:** Commissioner Oracki.

The Board of Commissioners re-entered the Regular Board Meeting Session at 7:13 p.m.

**10.0 ADJOURNMENT:** Commissioner Jeffrey made a motion to adjourn at 7:14 p.m. Commissioner Boyle seconded the motion which passed unanimously on voice vote 4-0.

*Rachel Orzech* 8-18-2020

Signature

Date

*Jeff Wilmath* 8-18-20

Signature

Date