

**Byron Park District Regular Meeting Minutes**  
Tuesday, August 18, 2020 at 6:00 p.m.  
Tiger Town Park – 709 Hampton Drive

**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 Oracki, and Wilmarth.

**ABSENT:** Griffith.

**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 4-0.

**4.1 APPROVAL OF THE REGULAR MEETING MINUTES OF JULY 21, 2020:** Commissioner Wilmarth made a motion to approve the Regular Meeting Minutes of July 21, 2020. Commissioner Jeffrey seconded the motion, which passed unanimously on voice vote 3-0. Commissioner Oracki abstained.

**4.2 APPROVAL OF THE CLOSED SESSION MEETING MINUTES OF JULY 21, 2020:** Commissioner Jeffrey made a motion to approve the Closed Session Minutes of July 21, 2020. Commissioner Wilmarth seconded the motion, which passed unanimously on voice vote 3-0. Commissioner Oracki abstained.

**5.1 TREASURER'S REPORT FOR THE MONTH ENDING JULY 31, 2020:** Director Zepezauer provided the Treasurer's Report. Income statements were reviewed. He advised the July Recreation Fund had some activity as limited operations resumed. In June and July, 55% of the tax distribution was received. Capital projects may show a larger deficit at the end of the year than originally anticipated if the construction project stays on the current timeline and doesn't get delayed; some construction was originally planned to go in 2021 budget. Director Zepezauer noted Athletics and the PE Center suffered the most due to Covid restrictions and the facility closure. Commissioner Wilmarth made a motion to approve the Treasurers Report for the month ending July 31, 2020. Commissioner Jeffrey seconded the motion, which passed unanimously on voice vote 4-0.

**5.2 APPROVAL OF BILLS FOR JULY 2020:** A list of bills for July 2020 was provided. Commissioner Wilmarth made a motion to approve the bills as presented. Commissioner Boyle 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 noted the limited change orders to date were made at his request. Phase 1 site work was completed. The light poles will be reinstalled in the upcoming week. Locker room ceilings are being installed, once completed, finishes will be installed. Lockers will be the last items received and are currently 6-8 weeks

out. The block wall and structural steel will be installed in the upcoming weeks, followed by the concrete slabs and roof decking starting at door 54. The project is currently on target to meet the budget with an opening timeline of late December/early January.

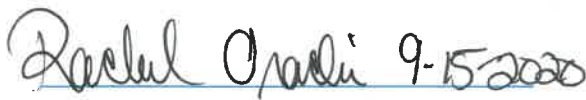
**6.2 PE CENTER FACILITY HOURS & USAGE:** Director Zepezauer provided updated facility hours advising the facility will be closed during school, 7:45 a.m. – 3:00 p.m. Facility usage for July 15 – August 14, 2020 is at 43% compared to 2019.

**7.0 NEW BUSINESS:** None.

**8.1 DIRECTOR/STAFF REPORTS:** The Parks Update was provided; mowing and park projects are ongoing. The fishing pier at Hamas Park will be reinstalled in the near future. The HR/Safety Report was provided. Masks and cleaning supplies continue to be ordered. All expenses are being recorded for reimbursement through the CURES Act. A majority of part-time employees have been recalled or will be returning this fall. Unemployment statements for January – June should be available beginning August 14<sup>th</sup>. Carrie continues to work with PDRMA/Unemployment Consultants to identify charges that are COVID related. Carrie advised Covid sick time wages paid through the FFCRA will not be reimbursed. Safety training is ongoing. The recreation report was provided. Summer Baseball & Softball conclude end of August/early September. The District will be working with Oregon Park District to offer a fall baseball and softball program. Due to Covid sports guidelines, fall soccer and basketball will now be “skills and drills” programs. Staff hope to offer a traditional basketball league in the winter. Tiger Den Before and After School registration is open. The program is limited to 15 children per room and the school has been extremely helpful in securing additional rooms. Tiger Den can currently accommodate up to 45 children per day. The fee schedule has been adjusted to offer two afterschool care options due to the release time for school. In the event the school changes to E-learning, staff will look at offering full day childcare. Dance recitals will be held August 29 & 30. Each recital will have 8 mini shows to adhere to social distancing guidelines. Registration days will be held the first week of September and two new instructors have been added. The fall dance season begins September 14. Registration for Young Rembrandts and Private Swim Instruction is open. The Tiger 10 Miler continues to move forward. The Fall Frenzy three race series was announced. The Pumpkin Smash was cancelled by the Byron Fire Department. Halloween on the Prairie is currently on, however, the penny carnival will not be held as it is indoors and hands on. The Fall Program Guide was released on August 6. Email blasts are being utilized to reach past participants regarding upcoming programs.

**8.2 BOARD REPORTS:** None.

**10.0 ADJOURNMENT:** Commissioner Jeffrey made a motion to adjourn at 6:30 p.m. Commissioner Boyle seconded the motion which passed unanimously on voice vote 4-0.

  
Signature Date

  
Signature Date