

Byron Park District Regular Meeting Minutes

Tuesday, February 16, 2021 at 6:00 p.m.

Byron Park District Board Room

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, Griffith, Oracki, and Wilmarth.

ABSENT: Jeffrey*

*Commissioner Jeffrey arrives at 6:44 p.m.

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 Griffith 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 JANUARY 19, 2021: Commissioner Wilmarth made a motion to approve the Regular Meeting Minutes of January 19, 2021. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 4-0.

5.1 TREASURER'S REPORT FOR THE MONTH ENDING JANUARY 31, 2021: Director Zepezauer provided the Treasurer's Report for the month ending January 31, 2021. The Recreation Fund was reviewed; both expenses and revenue were down from 2020. Provided there is not a COVID resurgence, Q1 2021 should represent the low point financially. He noted month to month comparisons will most likely be uneven as program starting and ending points will not always fall in the same months. Commissioner Wilmarth made a motion to approve the Treasurers Report for the month ending January 31, 2021. Commissioner Griffith seconded the motion, which passed unanimously on voice vote 4-0.

5.2 APPROVAL OF BILLS FOR JANUARY 2021: A list of bills for January 2021 was provided. Commissioner Boyle 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 regarding the Facility Expansion and Renovation. Minor exterior work needs to be completed; light clean up and landscaping in spring and roof pavers to be installed. A punch list for remaining interior work has been created and is being addressed.

6.2 PARK DISTRICT ATTORNEY: Tabled until Commissioner Jeffrey arrived. Director Zepezauer presented the names of three law firms experienced with park districts and municipalities. Law firms were selected based on

recommendations from PDRMA and surrounding area park districts. Director Zepezauer advised the selection process should be conducted by the board as it would be a conflict for him as an employee to select legal representation. Discussion occurred. Board consensus was to retain Attorney Jim Pirages and possibly schedule a special meeting with the other attorneys at a later date. Commissioner Griffith made a motion to retain Attorney Jim Pirages, pending interviews with recommended candidates. Commissioner Boyle seconded the motion which passed unanimously on voice vote 5-0.

7.1 2021 BUDGET AMENDMENT: Due to the PE Center Project billing timeline, the 2021 budget will need an amendment. A copy of the tentative full document was provided and reviewed. The proposed document assumes the Byron Station will remain open, EAV will continue to rise, interest rates will remain low, and the board is in favor of issuing \$1,000,000.00 in alternate bonds in 2021 or 2022 to complete future projects and replenish capital reserves. Director Zepezauer recommended the issuing of alternate bonds to fund the following: Old Office Renovations, Johnson/Riverfront Park Project, Reserves/Future Projects and the hiring of a full time Superintendent of Parks. Director Zepezauer advised a decision did not need to be made immediately, however, he requested anyone with reservations let him know. Discussion occurred. Commissioner Oracki expressed concerns regarding the potential nuclear plant closure and the need to be prudent. Commissioner Jeffrey advised he would like to see how things play out and revisit the bond issue in a few months. No action taken.

7.2 CLOSED SESSION MEETING MINUTES REVIEW: Director Zepezauer advised there are four sets of closed session meeting minutes currently unavailable for public inspection. He recommended keeping 2018 and 2019 sets confidential and releasing the December 15, 2020 set. Commissioner Wilmarth made a motion to keep the closed session meeting minutes from December 18, 2018, August 20, 2019, and October 15, 2019 unavailable for public viewing and release December 15, 2020. Commissioner Boyle seconded the motion which passes unanimously on voice vote 5-0.

8.1 DIRECTOR/STAFF REPORTS: Director Zepezauer provided the Directors Report. Evening custodial service will begin February 17, and the shift will be from 9:00p.m. - 5:00 a.m. The School District has allowed the Park District to utilize space in the red barn by the middle school to store the Toro. Some challenges regarding maintenance space are being experienced as vehicles and equipment are at several storage locations. The HR/Safety report was provided. Carrie continues to work with management to create operations manuals for all departments. The Recreation Report was provided. Mr. Warrner provided an overview of current and upcoming programs. Tiger Den continues to see steady numbers. Planning for Summer Camp is underway. A wristband system has been implemented for evening track and court usage. The Fitness Desk has been installed and staff trainings have begun, members will be able to check in at the Fitness Desk in the near future. Personal Trainer, Ashley Champlain, has begun offering services and is working on creating a weight loss challenge. Swim lessons are seeing good attendance, however, Lifeguard availability continues to be an issue. Recital Dance continues to go well and dancers are excited to be in the new studios. Non Recital Dance has been well received with a new session starting in May. Mom & Me paint class is full with a waitlist. Special event registration is open. Staff are monitoring COVID guidance as it pertains to the Aquatic Egg Hunt which is currently set to run. Guest Services has resumed all day coverage. Mr. Warrner and Mrs. Carow are working together to get the Fitness Desk up and running. Marketing for Spring programs is ongoing and work on the Summer guide has begun. The free three month trial membership has been well received.

8.2 BOARD REPORTS: None.

9.0 CLOSED SESSION: None.

10.0 ADJOURNMENT: Commissioner Boyle made a motion to adjourn at 7:31 p.m. Commissioner Griffith seconded the motion which passed unanimously on voice vote 5-0.

Rachel Oradi 3-16-21
Signature Date

Jared Miller 3-16-21
Signature Date