

Byron Park District Regular Meeting Minutes

Tuesday, December 20, 2022 at 6:05 p.m.

Byron Park District Board Room

1.1 Commissioner Wilmarth called the Regular Meeting of the Board of Commissioners to order at 6:05 p.m.

1.2 On roll call, the following were:

PRESENT: Commissioners Boyle, Jeffrey, Griffith, Oracki and Wilmarth.

ABSENT: None.

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

GUESTS: None.

2.0 CLOSED SESSION: None.

3.0 PUBLIC COMMENT: None.

4.1 BOARD AMMENDMENTS TO THE AGENDA: None.

4.2 STAFF AMMENDMENTS TO THE AGENDA: None.

4.3 APPROVAL OF THE AGENDA: Commissioner Oracki made a motion to approve the agenda as presented. Commissioner Griffith seconded the motion, which passed unanimously on voice vote 5-0.

5.1 APPROVAL OF THE SPECIAL MEETING MINUTES OF NOVEMBER 15, 2022: Commissioner Oracki made a motion to approve the Special Meeting Minutes of November 15, 2022 as presented. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 5-0.

5.2 APPROVAL OF THE REGULAR MEETING MINUTES OF NOVEMBER 15, 2022: Commissioner Jeffrey made a motion to approve the Regular Meeting Minutes of November 15, 2022 as presented. Commissioner Griffith seconded the motion, which passed unanimously on voice vote 5-0.

6.1 APPROVAL OF THE TREASURERS REPORT FOR THE MONTH ENDING NOVEMBER 30, 2022: Director Zepezauer provided the Treasurers Report for the month ending November 30, 2022. Recreation Fee Revenue Comparisons reflect the highest revenues in District history, which directly correlates to the new facility and increased programs. Recreation Revenue by Department is up overall as are expenses. The three main areas of revenue are Cultural Arts, the PE Center, and Tiger Den. Revenue vs. Budget reflected 109% and Expenses vs. Budget reflected 83%. Payroll for November is slightly higher due to increased staffing for the Fitness Desk and PE Center. Bank Balances were reviewed and reflected a considerable reduction due to the November bond payment. Commissioner Griffith made a motion to approve the Treasurers Report for the month ending November 30, 2022. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 5-0.

6.2 APPROVAL OF BILLS FOR NOVEMBER 2022: Commissioners reviewed the list of bills for November 2022. Commissioner Griffith made a motion to approve the bills as presented. Commissioner Oracki seconded the motion, which passed unanimously on voice vote 5-0.

7.1 APPROVAL OF FY 2023 BUDGET & APPROPRIATIONS ORDINANCE 2022-07: Commissioners viewed the FY 2023 Budget & Appropriations Ordinance. The ordinance was on display for 30 days at the Byron Public Library and on the Byron Park District website. Discussion regarding wage increases and current inflation rates and appropriate compensation occurred. Commissioner Oracki made a motion to approve Ordinance 2022-07. Commissioner Griffith seconded the motion, which passed unanimously on voice vote 5-0.

8.1 APPROVAL OF 2023 BOARD MEETING DATES: A full list of meeting dates were provided. Consensus was for the regularly scheduled board meeting dates to remain the third Tuesday of the month at 6:00 p.m. Commissioner Griffith made a motion to approve the 2023 Board Meeting Dates. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 5-0.

9.1 DIRECTOR/STAFF REPORTS: Commissioner Griffith was recognized for 10 years of service. IPRA Conference reservations have been made. The hearing for the sale of the Brighton Ridge lot is scheduled for December 21, 2022. Daily facility visit totals reflect strong attendance. Employee certifications and trainings are ongoing. January and February will be busy with W-2's, 1099's, new wage GL's, and the annual financial audit. Vandalism was reported at Blackhawk Meadow Park. Discussion regarding cameras at the park occurred. Winterization at the parks and shoreline work continues. Youth Basketball and Tiger Cub Basketball are underway and off to a good start despite uniform delays. Personal Training and Fitness Class attendance is steady. November Juice Bar sales are strong. Overall court and track usage continues to be busy in the evenings with youth basketball and drop-ins. The PE Center will be open and staffed during the day over the holiday break. The 2nd Annual Triathlon is scheduled for Saturday, February 18. Several holiday programs were offered during December; Holiday Craft & Cocktails, Painting Pals Christmas Edition, and the Holiday House Decorating Showdown. Recital costumes have been purchased and choreography has begun; session three begins after the holiday break. The Competition Dance Team performed at the Oregon Candlelight walk, attended Master Class with Joslynn Labak, and had a team holiday celebration. The Turkey Trot was a success with 268 participants, the largest turn out to date. The Spring Program Guide was delivered the week after Thanksgiving and a fitness post card mailing is scheduled for delivery the end of January.

9.2 BOARD REPORTS: None.

10.0 ADJOURNMENT: Commissioner Oracki made a motion to adjourn at 6:40 p.m. Commissioner Jeffrey seconded the motion, which passed unanimously on voice vote 5-0.

Jeff Wilmarth 1-17-23
Signature Date

Jeffrey J 1-17-2023
Signature Date