

NOTICE
BOARD OF COMMISSIONERS MEETING

Tuesday, December 17th, 2024, at 6:10 p.m.
Byron Park District Conference Room (500 N. Colfax St.)

- 1.0 Convening the Meeting**
- 1.1 Commissioner Oracki called the Regular Meeting of the Board of Commissioners to order at 6:10pm.
- 1.2 On roll call, the following were:
PRESENT: Commissioners Boyle, Oracki and Wilmarth
ABSENT: Commissioners Jeffrey & Griffith
- STAFF PRESENT:** Nick Warrner & Carrie Stralow
- GUESTS:** Seth Newton
- 2.0 Public Comment:** None
- 3.0 Amendments/Approval of the Agenda**
- 3.1 BOARD AMMENDMENTS TO THE AGENDA:** None
- 3.2 STAFF AMMENDMENTS TO THE AGENDA:** None
- 3.3 APPROVAL OF THE AGENDA:** Commissioner Wilmarth made a motion to approve the agenda as presented. Commissioner Boyle seconded the motion, which passed on voice vote of 3-0.
- 4.0 Approval of Minutes**
- 4.1 APPROVAL OF THE REGULAR MEETING MINUTES OF NOVEMBER 12, 2024:** Commissioner Boyle made a motion to approve the Regular Meeting Minutes of November 12, 2024 as presented. Commissioner Wilmarth seconded the motion, which passed on voice vote of 3-0.
- 4.2 APPROVAL OF THE CLOSED SESSION MINUTES OF NOVEMBER 12, 2024:** Commissioner Boyle made a motion to approve the Closed Meeting Minutes of November 12, 2024 as presented. Commissioner Wilmarth seconded the motion, which passed on voice vote of 3-0.
- 4.3 APPROVAL OF THE REGULAR MEETING MINUTES OF NOVEMBER 19, 2024:** Commissioner Wilmarth made a motion to approve the Regular Meeting Minutes of November 19, 2024 as presented. Commissioner Boyle seconded the motion, which passed on voice vote of 3-0.
- 5.0 Financial Matters**
- 5.1 APPROVAL OF THE TREASURERS REPORT FOR THE MONTH ENDING SEPTEMBER 30, 2024:**
Recreation revenue and expense were reviewed. November revenue was up about 69K. Non-Departmental expenses increased recently due to Johnson Park Benches, Tiger Town roof and Blackhawk sealcoating. Commissioner Oracki suggested creating a Parks Department. Carrie Stralow explained that it was too late to make a separate Parks Department addition to the FY25 Budget, but that Parks expenses could be split out for future meetings. Bank Balances and Payroll were reviewed. It was noted that November had 3 payrolls vs. the normal 2 payrolls, so payroll expenses were higher than normal in November.

Commissioner Wilmarth made a motion to approve the Treasurers Report for the month ending November 30, 2024. Commissioner Boyle seconded the motion, which passed on voice vote of 3-0.

5.2 APPROVAL OF BILLS FOR NOVEMBER 2024

Commissioners reviewed the list of bills for November 2024. Commissioner Boyle made a motion to approve the bills as presented. Commissioner Wilmarth seconded the motion, which passed unanimously on voice vote of 3-0.

6.0 Old Business

6.1 APPROVAL OF FY 2025 BUDGET & APPROPRIATIONS ORDINANCE 2024-01

Commissioner Wilmarth made a motion to approve the Budget & Appropriations Ordinance 2024-01. Commissioner Boyle seconded the motion, which passed unanimously on a roll-call vote. Boyle – Yes; Wilmarth-Yes, Oracki-Yes.

7.0 New Business:

7.1 APPROVAL OF 2025 BOARD MEETING DATES

Director Warrner stated that 2025 board meeting dates will continue to be the third Tuesday of the month at 6 pm, except for February 2025, which will be the second Tuesday of the month due to a scheduling conflict.

Commissioner Boyle made a motion to approve the 2025 Board Meeting Dates as presented. Commissioner Wilmarth seconded the motion, which passed unanimously on a voice vote of 3-0.

7.2 REC PATH EXPANSION PROPOSAL

Director Warrner explained the IDOT proposal to build a path from Union Street to Lake Louise. The city would be responsible for the path within city limits (approximately .89 mi) and the Park District will be responsible for the path outside city limits (approximately .62 mi). IDOT has agreed to install the path during the Route 2 expansion (earliest start-time of 2028), but the city and Park District would need to maintain the path. Discussions included plowing the path in the winter and if it would be better to have our path consist of cement or blacktop. Commissioners agreed that they would like our section to be blacktop and that the path would be a great benefit to the community once completed.

7.3 APPROVAL OF THE 2025 TAX LEVY ORDINANCE 2024-02

Commissioner Wilmarth made a motion to approve the Tax Levy Ordinance 2024-02. Commissioner Boyle seconded the motion, which passed unanimously on a roll-call vote. Boyle – Yes; Wilmarth-Yes, Oracki-Yes.

8.0 Reports

8.1 DIRECTOR / STAFF

Director Warrner stated that individual users of the facility has a slight increase from 2023. Next, he discussed the IGA meeting with the school that Commissioners Boyle, Jeffrey and him attended on November 26th. They met with Superintendent Barton, Christine Lynde, Jeff Milburn and Brent Hall. Brent listened to our cleaning concerns and informed us that he finally has a full custodial staff. Since the meeting, school staff has deep cleaned the PE Center. There was no change to the IGA or the amount we pay the school each year, so no vote was required. Commissioner Boyle stated that our bpd staff did a good job cleaning after the recent basketball tournament and the “No shakes in PE Center” sign is making a difference on keeping the area cleaner.

Next, the basketball shooting machine was discussed. Milburn only wants coaches to use the machine due to liability. We are not opposed to purchasing one for bpd patrons to use, but we have no place to store it. Storage concerns were discussed regarding the PE Center and the school is hoping that more storage will be available once the update the stadium area.

Lastly, machines in the fitness center were briefly mentioned. Commissioner Oracki stated that the one elliptical is still not working correctly, despite getting it “fixed” several times and asked if anyone ever uses the rower. Guest Seth Newton stated that he uses it for warm-up, but would prefer a different brand-A

concept rower. Director Warrner replied that he will look into that brand when we purchase new equipment.

For the HR/Safety Report, Carrie explained that she is busy updating wages, GL's, employee evaluations and job descriptions in both software systems, so that the first payroll of 2025 is accurate.

In the parks report, John stated how he is putting the finishing touches on the Competition Dance Team Props, got the Christmas tree lit at Johnson Park and snow removal equipment has been serviced.

In the Recreation report, Aydin stated that we have 235 total registrations for youth basketball, which is up slightly from 2023. Tiger Cub Indoor soccer begins 1/5 and Tiger Cub basketball begins 2/15. Turkey Trot had over 300 registrations (269 finishers), which was an increase from last year. Commissioner Boyle inquired about the individual that fell during the Turkey Trot. Director Warrner stated that all paperwork on the incident has been completed and that he has been in contact with the individual whom is doing fine.

Next, fitness class numbers were discussed and Director Warrner informed the board about a recent concern of a group of 7 or 8 ladies that regularly participate in fitness classes. Their concern is that one of the newer fitness class instructors, Luke Z. is no longer instructing daytime classes (as of 1/1/25) due to another job offer. Even though he will still be instructing evening classes and we have already hired a new instructor to instruct his daytime classes, they want the Park District to hire him full-time, so that he'll be able to keep teaching the daytime classes. Director Warrner listened to their concerns, but explained that the Park District is unable to offer him a full-time job. Director Warrner stated that he will sit down and speak with Luke regarding the group's concern.





Lastly, in Cultural Arts, it was reported that all recital classes are closed and all costumes have been ordered. The competition team dancers performed at Candlelight Walk in Oregon on November 30th and were even featured on the WIFR news!

8.2 BOARD: None

9.0 Closed Session: None

10.0 Adjournment

Commissioner Boyle made a motion to adjourn at 7:08 p.m. Commissioner Wilmarth seconded the motion, which passed on voice vote of 3-0.

	
Signature	Signature
	
Date	Date