

NOTICE
BOARD OF COMMISSIONERS MEETING

Tuesday, April 15, 2025, at 6:00 pm
Byron Park District Conference Room (500 N. Colfax St.)

1.0 Convening the Meeting

1.1 Commissioner Jeffrey called the Regular Meeting of the Board of Commissioners to order at 6:00pm.

1.2 On roll call, the following were:

PRESENT: Commissioners Boyle, Jeffrey, Oracki, Wilmarth & Griffith

ABSENT: None

STAFF PRESENT: Nick Warrner, Aydin Coffey, John Walters, Carrie Stralow

GUESTS: Seth Newton & Phillip Brower

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 Griffith made a motion to approve the agenda as presented. Commissioner Wilmarth seconded the motion, which passed on voice vote of 5-0.

4.0 Approval of Minutes

4.1 APPROVAL OF THE REGULAR MEETING MINUTES OF March 18, 2025: Commissioner Wilmarth made a motion to approve the Regular Meeting Minutes of March 18, 2025, as presented. Commissioner Griffith seconded the motion, which passed on voice vote of 5-0.

5.0 Financial Matters

5.1 APPROVAL OF THE TREASURERS REPORT FOR THE MONTH ENDING March 31, 2025

Director Warrner went through the Treasurer's report and noted that March was a positive month for the Recreation Fund! Revenue was up and expenses were down in comparison to 2024. Through the first quarter, we are at 21% of our budgeted revenue and 22% of our budgeted expenses. When comparing the Recreation Fund by department, BCT net is down due to Grease play rights being paid, yet revenue from ticket sales will not occur until the end of May. In addition, the PE Center revenue increased from 2024, but is still down YTD due to the purchase of new equipment.

Commissioner Boyle made a motion to approve the Treasurers Report for the month ending March 31, 2025. Commissioner Griffith seconded the motion, which passed on voice vote of 5-0.

5.2 APPROVAL OF BILLS FOR MARCH 2025

Commissioners reviewed the list of bills for March 2025. Commissioner Oracki made a motion to approve the bills as presented. Commissioner Wilmarth seconded the motion, which passed unanimously on voice vote of 5-0.

6.0 Old Business: None

7.0 New Business

7.1 JOHNSON PARK DRAINAGE QUOTE

Director Warrner and Superintendent of Parks, John Walters, explained and showed pictures of several areas in Johnson Park that have washed out due to erosion and water “pooling”. We have received a quote from Norup Trenching to install drainage pipes and landscape rocks to correct both areas. (Total \$21,730). Director Warrner explained that this project is a non-budgeted item, but we have money in the overall Fund by deferring other purchases/projects to future years. Commissioners discussed that the issue needs to be fixed as soon as possible and were all in agreement that we should move forward with the project.

7.2 OATH OF OFFICE – SETH NEWTON

Seth Newton was officially sworn into being a Byron Park District Board of Commissioner. “I, Seth Newton, do solemnly swear that I will faithfully execute the duties of the office of Commissioner for the Byron Park District and will, to the best of my ability, uphold and enforce the laws, policies, and regulations governing this district. I pledge to act in the best interest of the community, ensuring responsible stewardship of our parks and resources. I will work with integrity, fairness, and transparency, and will strive to promote and enhance recreational opportunities for all residents. I take this obligation freely and without reservation, and I will faithfully discharge the duties entrusted to me.”

7.3 RECOGNITION OF SCOTT JEFFREY FOR HIS 30 YEARS OF SERVICE AS A BPD COMMISSIONER

Director Warrner presented Commissioner Jeffrey with a Plaque and thanked him for his 30 years of service. Commissioner Jeffrey discussed his years of service, the positive changes over the years, and the future vision of the district.

8.0 Reports

8.1 DIRECTOR / STAFF

Director Warrner reported the following:

A new park district custodian started working on 4/11/25. Her current schedule is M-W-F from 10 am – 2 pm. She has been performing well and is self-sufficient.

Summer brochures hit mailboxes at the beginning of April.

The BCT show Grease has been cast. Show dates are May 30, 31 & June 1.

Tiger Den Summer Camp registration is open and we already have quite a few enrollment paperwork turned in.

The Employee Appreciation Event will take place on Sunday June 22nd at Prairie Fire.

Punch Card and Membership Daily Visits have increased and exceeded 2024 visits.

In Carrie’s HR/Safety Report she reported that the auditors are planning to present the FY24 Audit at the May Board meeting and that the license exempt paperwork was accepted and processed through DCFS, so Tiger Den’s exempt status is good through April 2027. She also stated that volunteer coach background checks and volunteer orientations are processing, along with the re-hiring of seasonal staff.

In the Parks report, John informed the board that Tiger Den’s new flooring was installed over spring break and discussed the need for ongoing repairs to the climber net at Blackhawk playground. Because of the playground’s age, the entire climber is no longer produced and cannot be replaced; however, individual pieces are still available for order. The playground undergoes regular inspections, and John will replace any necessary parts as required. Lastly, John stated that the fitness center shades should be ready to install by the end of May or early June.

In the Recreation report, Aydin reported that enrollment for several athletic programs have increased, such as Tae Kwon Do and baseball/softball leagues. Spring Soccer games and Tiger Cub Soccer have begun and baseball/softball practices will begin shortly. Next, Aydin went over the upcoming special events, including the Sock Hop, ByronFest, and two new events at Johnson Park this summer. Lastly, he discussed the new senior programs that began in December and occur once a month. Previous events had 6-10 attendees, but we expect the program to grow.

The Fitness report highlighted an increase in personal training sessions and noted that all fitness classes are performing well. The introduction of step aerobics and functional fitness mobility classes resulted in substantial participation numbers during their first week. In addition, the new Toddler Gym program has been attracting some new patrons.

In the Cultural Arts report, Jessica gave an overview of recent competitions (Rockton, Ice Hogs & Wisconsin Dells) and discussed when Recital tickets and merchandise will go on sale.

8.2 BOARD

Commissioner Wilmarth requested information about the staff procedures for opening and closing regarding the significant quantity of clothing left at the PE center and track. He suggested that staff perform a walk-through at the beginning and end of each shift and correct any issues that they see, including picking up clothing.

Commissioner Wilmarth appreciated that we could grant his 94-year-old neighbor a lifetime BPD membership, as she has lived in Byron her entire life and was born before 1949. We only have a handful of individuals who qualify for this membership.

Commissioner Oracki informed everyone about the Boosters Club Golf outing on Friday June 6th and asked if the park district would be a sponsor for the event again.

Commissioner Boyle raised a concern regarding the significant number of bicycles and e-bikes located in the entrance vestibule. He stated that kids pile them up and it blocks the exit, which could be a major problem in the case of a fire. Discussion took place regarding posting signs and moving the outside bike rack to be more accessible.

9.0 Closed Session: None

10.0 Adjournment

Commissioner Wilmarth made a motion to adjourn at 6:57 p.m. Commissioner Griffith seconded the motion, which passed on voice vote of 5-0.

Bruce D. Boyle 5/20/25
Signature Date

Jeff Wilmarth 5-20-25
Signature Date