



Byron Park District Regular Meeting Minutes

Tuesday, July 18, 2017 at 6:30 p.m.

Byron Park District Conference Room (420 N. Colfax)

1.1 Commissioner Jeffrey called the Regular Meeting of the Board of Commissioners to order at 6:30 p.m.

1.2 On roll call, the following were:

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

ABSENT: None.

STAFF PRESENT: Director Paul Zepezauer and Recreation Administrator Carrie Stralow

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

4.1 APPROVAL OF THE REGULAR MEETING MINUTES OF JUNE 20, 2017: Commissioner Oracki made a motion to approve the Regular Meeting Minutes of June 20, 2017 as presented. Commissioner Wilmarth seconded the motion which passed unanimously on voice vote 4-0. Commissioner Griffith abstained.

5.1 TREASURER REPORT FOR THE MONTH ENDING June 30, 2017: Director Zepezauer reviewed the June Income statements for each fund. He advised the Recreation Fund was down for the first time this fiscal year but that most if not all of it can be attributed to the Rectrac conversion as several registrations collected during the last few days of June were not entered until after July 1. Paul informed the board that the first tax distribution was received and it was \$100,000 more than the prior year so comparisons will be off. Paul also informed the board that we will revisit deferred revenue later in the fiscal year as there are several outstanding Rectrac issues that need to be resolved prior to deferring revenue. Paul also informed the board that the only major budget concern at this point is the delay in the Hamas Park project. Paul reviewed the Recreation Fee Revenue Comparison, as well as March – June Revenues vs. Budget and March – June Expenses vs. Budget. Commissioner Wilmarth made a motion to approve the Treasurer Report as presented. Commissioner Griffith seconded the motion which passed unanimously on voice vote 5-0.

5.2 APPROVAL OF BILLS FOR MAY 2017: Director Zepezauer provided a list of June Bills Paid. Commissioner Oracki made a motion to approve the bills for June 2017 as presented. Commissioner Griffith seconded the motion which passed unanimously on voice vote 5-0.

5.3 APPROVAL OF FY 17 AUDIT: Jennifer Martinson of Lauterbach and Amen spoke about the FY 17 Audit. Jennifer reviewed the Independent Auditor’s Report, Management’s Discussion and Analysis and the Management Letter. Jennifer reviewed the district’s net position, fund balances, and also spoke about each item listed in the Management Letter. Commissioner Oracki made a motion to approve the FY 17 Audit as presented. Commissioner Boyle seconded the motion which passed unanimously on voice vote 5-0.

8.1 DIRECTOR/STAFF REPORTS: Director Zepezauer provided an update regarding the Hamas Park project. Paul advised the playground and trash cans will be delivered within the next 2 weeks and the remaining site furnishings will be ordered once the permit has been issued. Paul updated the board on the status of the swim team and plans for improvement. Commissioners reviewed additional staff reports provided.

9.2 BOARD REPORTS: Commissioner Wilmarth requested that the district use runsignup.com for future 5k races. Director Zepezauer stated that would not be a problem.

10.0 CLOSED SESSION: None.

11.0 ADJOURNMENT: Commissioner Wilmarth made a motion to adjourn at 7:48 p.m. Commissioner Oracki seconded the motion which passed unanimously on voice vote 5-0.

Signature _____ Date _____

Signature _____ Date _____