

**Byron Park District Regular Meeting Minutes**

Tuesday, July 17, 2018 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 Boyle, Griffith, Jeffrey, Oracki, and Wilmarth.

**ABSENT:** None

**STAFF PRESENT:** Director Paul Zepezauer, Superintendent of Recreation Nick Warrner, and Marketing & Registration Manager Elaine Carow.

**GUESTS:** Chris Remhof.

**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 Oracki seconded the motion, which passed unanimously on voice vote 5-0.

**4.1 APPROVAL OF THE REGULAR MEETING MINUTES OF JUNE 19, 2018:** Commissioner Griffith made a motion to approve the Regular Meeting Minutes of June 19, 2018 as presented. Commissioner Oracki seconded the motion, which passed unanimously on voice vote 5-0.

**4.2 APPROVAL OF THE SPECIAL MEETING MINUTES OF JUNE 29, 2018:** Commissioner Boyle made a motion to approve the Regular Meeting Minutes of May 15, 2018 as presented. Commissioner Wilmarth seconded the motion, which passed unanimously on voice vote 5-0.

**5.1 TREASURER REPORT FOR THE MONTH ENDING JUNE 30, 2018:** Director Zepezauer reviewed the June 2018 Treasurers Report. Director Zepezauer informed the board that once the audit was completed, the BS&A database was converted to reflect a calendar year fiscal year. Fee revenue comparisons and recreation fund department comparisons were provided. The June revenue vs. budget is up overall and on track when compared to the prior year. June expenses vs. budget are on pace as well. Commissioner Griffith made a motion to approve the Treasurer Report as presented. Commissioner Oracki seconded the motion, which passed unanimously on voice vote 5-0.

**5.2 APPROVAL OF BILLS FOR MAY 2018:** Director Zepezauer provided a list of bills paid. Commissioner Boyle made a motion to approve the bills for May 2018 as presented. Commissioner Wilmarth seconded the motion, which passed unanimously on voice vote 5-0.



**6.0 OLD BUSINESS:** None.

**7.0 NEW BUSINESS:** None.

**8.1 DIRECTOR/STAFF REPORTS:** Director Zepezauer provided the parks update beginning with Hamas Park. The memorial pavers have been ordered but may not be installed in time for the opening. The sign has been ordered and the footing was poured. The kayak launch was relocated to launch with the current. The drinking fountain should be installed in early August, and we are working with our attorneys to draft a letter to the owner of the above ground communication lines. Director Zepezauer also updated the board on completed projects at the baseball/softball fields and gave an update regarding tentative future plans for the baseball and softball fields.

Superintendent of Recreation Nick Warrner provided the Recreation Report. The fall program guide has been created and is on schedule for delivery to Byron residents and online registration is open for almost all programs. There will be some small fee increases for programs this fall. Superintendent Warrner also updated the board on upcoming programs and special events. He also informed the board that a new fitness instructor has been hired. Brief discussion occurred.

Director Zepezauer informed the board that there were only a few more employees that still need to go through orientation and Carrie Stralow has done an excellent job of getting everyone through. He also informed the board that Elaine will be training the PE Center Supervisors on how to utilize MaxGalaxy for memberships and facility schedules. He also stated that Hall Pass will be implemented on the first day of school. Hall Pass is the same system used by the school offices for visitors. The only exception is that printed badges will not be issued due to maintenance concerns.

**8.2 BOARD REPORTS:** None.

**9.0 CLOSED SESSION:** None.

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

*Judd Griffith* Aug 21, 2018  
*Steve Oracki* 8/21/18