

Byron Park District Regular Meeting Minutes

Tuesday, October 16, 2018 at 6:35 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 6:35 p.m.

1.2 On roll call, the following were:

PRESENT: Commissioners Boyle, Jeffrey, and Wilmarth.

ABSENT: Griffith and Oracki.

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

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 3-0.

4.1 APPROVAL OF THE REGULAR MEETING MINUTES OF SEPTEMBER 18, 2018: Commissioner Wilmarth made a motion to approve the Regular Meeting Minutes of September 18, 2018 as presented. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 3-0.

4.2 APPROVAL OF THE JOINT MEETING MINUTES OF OCTOBER 9, 2018: Tabled until the regularly scheduled November meeting of the Byron Park District Board of Commissioners.

*Commissioner Griffith joins the meeting via conference call at 6:40 p.m.

5.1 TREASURER'S REPORT FOR THE MONTH ENDING SEPTEMBER 30, 2018: Director Zepezauer reviewed Income Statements, advising approximately \$16,000 in deferred revenue is not yet reflected. The Recreation Fee Revenue Comparison and Recreation Fund Comparison indicated revenue is up overall. When reviewing revenue by source, athletics were down from 2017. It was noted several programs had start dates adjusted and athletic revenue should increase with the start of youth basketball leagues. A review of the March – September Revenue vs. Budget was provided. Director Zepezauer reported the \$150,000 reimbursement for the Hamas Park Project may not be received till 2019. Expenses for capital improvements are coming to a close as projects are near completion and on schedule. Commissioners did not have questions. Commissioner Boyle made a motion to approve the Treasurer Report as presented. Commissioner Wilmarth seconded the motion, which passed unanimously on voice vote 4-0.

5.2 APPROVAL OF BILLS FOR SEPTEMBER 2018: Director Zepezauer provided a list of bills paid for September 2018. Commissioner Boyle made a motion to approve the bills for September 2018 as presented. Commissioner Wilmarth seconded the motion, which passed unanimously on voice vote 4-0.

6.1 BYRON CUSD 226 INTERGOVERNMENTAL AGREEMENT: Director Zepezauer advised the current Intergovernmental Agreement was approved at the joint meeting. Discussion regarding future agreements occurred. Director Zepezauer suggested requesting a term length extension if/when the park district decides to sell long term bonds for building improvements. Commissioners discussed track usage during the school day and reviewed the current check in procedures, including the Hall Pass Visitor System utilized to screen patrons entering the facility.

7.1 2018 TAX LEVY AND BOND ISSUE: An EAV History and Tax Rate History was provided and reviewed. Director Zepezauer advised the estimated 2018 tax year EAV is 2.3% higher than 2017. Annual Bonds will be issued in December 2018. The overall tax levy included 10 line items. The Bond Ordinance and Levy Ordinance will be placed on the agenda for approval at the November Board Meeting. A review of the bond issue was conducted and recommendation for the series 2019 bond issue of \$440,000.00 was made.

Commissioner Wilmarth made a motion to approve the truth in taxation resolution 2018-4. Commissioner Griffith seconded the motion which passed unanimously on roll call vote 4-0.

AYES: Commissioners Wilmarth, Griffith, Boyle, and Jeffrey
NAYS: None.
ABSENT: Oracki.

8.1 DIRECTOR/STAFF REPORTS: Director Zepezauer provided the parks update. Engraved pavers arrived at Hamas Park and were installed by Foss; additional pavers had to be ordered. The flag and spotlight have been installed and will run on photo sensors from dusk till dawn. The docks will be removed once the water level goes down. New lights for the tennis courts have been installed and will operate on a timer. An overview of the contractual martial arts program was provided. Discussion regarding participation, space and current contract status occurred. Board consensus was for Director Zepezauer to discuss concerns with the instructor and come to a contract agreement with the possibility of a trial period to resolve low participation numbers. A contract for the purchase of the Riverfront Property has been sent to the Johnson's attorney for review. A response was received from the Attorney and the final decision is with the seller. Frontier has failed to issue a response regarding the overhead lines. A follow up letter was sent to the local office in Belvidere with the possibility of legal action. The recreation report was provided by Nick Warrner. Soccer concluded on 10/13. A league sponsor has been secured for youth basketball and a post card mailing was completed. Mr. Warrner has been in contact with Eric Yearly and Thomas Schmidt regarding the possibility of a coach's clinic. Shooting Stars basketball clinic begin 10/4 and had 86 participants. The volleyball clinic will be coming back to the park district to oversee registration this spring. The Tiger Sharks Swim Team is seeing high enrollment numbers and additional coaches are needed. A second session of swim lessons will begin October 21st; all classes are full and several have a waitlist. The special event update was provided. Fitness classes are seeing steady participation numbers. The second session of dance will begin the first week of November. Participants will be committing to

the recital dance program in June. A team store for dance apparel will be up and running by the end of October. Carrie Stralow has attended two of the three required PDRMA classes to become a Safety Coordinator. She is in the process of obtaining her Certified Playground Safety Inspector Certification. Elaine Carow provided the Marketing Report. The first proof for the 2019 Winter Spring Brochure has been received and updates are underway. An update regarding local advertising for fall events, athletics, and membership promotion was given.

8.2 BOARD REPORTS: Commissioner Griffith acknowledged the progress made in working with the school district of the past year and felt the Intergovernmental Agreement Meeting went very well. Commissioner Wilmarth requested the park district join the OC Running Crew to stay up to date on local running events and promote park district runs. A follow up regarding Pumpkins in the Park was requested; Director Zepezauer confirmed the insurance verification required by PDRMA was received.

9.0 CLOSED SESSION: None.

10.0 ADJOURNMENT: Commissioner Wilmarth made a motion to adjourn at 7:37 p.m. Commissioner Boyle seconded the motion which passed unanimously on voice vote 4-0.

12-18-18 
Date Signature

 2-18-18
Date Signature