

Byron Park District Regular Meeting Minutes
Tuesday, January 19, 2021 at 6:00 p.m.
Byron Park District Board Room

1.1 Commissioner Oracki called the Regular Meeting of the Board of Commissioners to order at 6:00 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, Nick Warrner, and 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 amended. Commissioner Griffith seconded the motion, which passed unanimously on voice vote 5-0.

4.1 APPROVAL OF THE SPECIAL MEETING MINUTES OF DECEMBER 15, 2020: Commissioner Griffith made a motion to approve the Special Meeting Minutes of December 15, 2020. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 5-0.

4.2 APPROVAL OF THE REGULAR MEETING MINUTES OF DECEMBER 15, 2020: Commissioner Griffith made a motion to approve the Regular Meeting Minutes of December 15, 2020. Commissioner Wilmarth seconded the motion, which passed unanimously on voice vote 5-0.

4.3 APPROVAL OF THE CLOSED SESSION MEETING MINUTES OF DECEMBER 15, 2020: Commissioner Griffith made a motion to approve the Closed Session Meeting Minutes of December 15, 2020. Commissioner Boyle seconded the motion, which passed unanimously on voice vote 5-0.

5.1 TREASURER'S REPORT FOR THE MONTH ENDING DECEMBER 31, 2020: Director Zepezauer provided the Treasurer's Report for December 2020; income Statements were reviewed. Overall the District finished the year with a surplus. The Recreation Fund bottom line is down when compared to 2019. The Capital Improvement Fund had a surplus primarily due to project billing timeline. The 2021 Budget will need to have an amendment to account for the additional surplus that will be due in the first quarter of 2021. Fund Comparisons, Payroll, and Bank Balances were reviewed.

5.2 APPROVAL OF BILLS FOR DECEMBER 2020: A list of bills for December 2020 was provided. Commissioner Jeffrey made a motion to approve the bills as presented. Commissioner Griffith seconded the motion, which passed unanimously on voice vote 5-0.

6.1 FACILITY EXPANSION AND RENOVATION: Director Zepezauer provided an update regarding the Facility Expansion and Renovation. He advised some remaining work will be completed in the next week including

window frosting, signage, dumpster removal and roof pavers. Some light clean up and landscaping will be done in the spring. The Fitness Center is open to the public with some work ongoing, including light installation, flooring completion, mirror installation, and audio/video installation. The front desk is scheduled to ship and will be installed as quickly as possible. Dance classes have resumed in the new dance studios. The lobby area is near completion and the entrance will be opened once flooring is completed and the front desk is installed. The office area is near completion, however, public spaces are the priority. Director Zepezauer noted the project should be closed out late February or early March.

7.1 PARK DISTRICT ATTORNEY: Director Zepezauer advised Attorney Jim Pirages has moved to a new law firm. The District will need to make a decision regarding how to proceed. Brief discussion occurred. Board consensus was to look at all options.

8.1 DIRECTOR/STAFF REPORTS: Director Zepezauer provided a Parks Update. Nick and Paul will maintain the parks and complete snow removal for the immediate future, utilizing part time staff if necessary. Staff are moving materials and completing ongoing cleaning in the construction areas saving the district the cost of utilizing commercial cleaning company. Due to the fitness center opening during the day, and the decrease in Covid numbers, registration staff will resume all day coverage. The HR/Safety Report was provided; highlights included the start of preliminary audit field work on January 7 and the distribution of W-2's and 1099's. The Recreation Report was provided. One-on one basketball training is currently being offered. Registration for Spring Soccer, Baseball, and Softball is open. Tiger Den continues to see consistent attendance. The PE Center will remain closed during the day to the public, 7:45-5:00 p.m. The new fitness center is open. Private swim lessons continue to see good registration numbers and staff are working with the school to continue to offer lap swim. Private dance lessons began January 4 and regular recital dance will resume once state guidance allows. Non-recital classes are due to start in February. Mom and Me Paint Classes are being well received. Registration for special events is open and registrations are starting to come in. Dates for the upcoming races have been scheduled. The Byron Fest 5K was approved to be a Rockford Road Runners Circuit Race. The Winter Brochure has been delivered. The district is currently offering a Free 3 Month membership which is being well received.

8.2 BOARD REPORTS: Commissioner Boyle requested additional information regarding a guest who was upset with the mask requirement. Staff advised the guest was escorted from the facility and membership fees were refunded. Commissioner Oracki commended staff on doing a great job throughout 2020, navigating Covid and the Facility Expansion.

9.0 CLOSED SESSION: None.

10.0 ADJOURNMENT: Commissioner Jeffrey made a motion to adjourn at 6:51 p.m. Commissioner Griffith seconded the motion which passed unanimously on voice vote 5-0.

 2-16-21
Signature Date

 2-16-21
Signature Date