



**Minutes of the Warrenville Park District  
Regular Meeting of the Board of Commissioners  
Held on May 7, 2020 through Video Conferencing**

**Call to Order:**

President Thornbury called the meeting to order at 6:15 pm.

**Pledge of Allegiance:**

**Roll Call:** Commissioner Coons – Present  
Commissioner DiCianni – Present  
Commissioner Wilkie – Present  
Commissioner Prater – Absent  
President Thornbury – Present

*Others Present:* Tim Reinbold, Executive Director/Board Secretary  
Penny Thrawl, Executive Assistant/HR Manager/Assistant Board Secretary  
Gregg Ireland, Superintendent of Parks and Facilities  
Matt Odom, Superintendent of Recreation/Safety Coordinator  
Michelle Savage, Registration/Administrative Services Manager  
Linda Straka, Superintendent of Finance and Technology  
Sheri Potter, Marketing and Special Events Coordinator  
Dave Weiner, Athletic and Facility Supervisor  
Ruth Brackmann, Recreation Supervisor

**Approval of the May 7, 2020 Regular Meeting Agenda:**

**MOTION:** Commissioner Wilkie moved to approve the agenda for May 7, 2020 Special Meeting Agenda.  
Seconded by Commissioner DiCianni.

**Roll Call Vote:**

Commissioner DiCianni - Aye                      Commissioner Prater - Absent  
Commissioner Coons - Aye                      Commissioner Wilkie - Aye  
President Thornbury - Aye

4-Ayes, 0-Nays, 1-Absent (Prater)  
ALL IN FAVOR. MOTION CARRIED.

**Public Comment:** No public was in attendance.

**New Business:**

Review and Approval of Resolution 2020-05; An Resolution to Allow IMRF Benefit Protection Leave Service Credit for Employees Who Have Been Placed on Authorized Unpaid Leave of Absence without Pay, not to Exceed 12 Months, Beginning on May 2, 2020 and Ending on May 1, 2021:

**MOTION:** Commissioner Wilkie moved to approve of Resolution 2020-05; A Resolution to Allow IMRF Benefit Protection Leave Service Credit for Employees Who Have Been Placed on Authorized Unpaid Leave of Absence without Pay, not to Exceed 12 Months, Beginning on May 2, 2020 and Ending on May 1, 2021. Seconded by Commissioner Coons.

This was explained and discussed at the April Regular Board Meeting regarding the furlough of IMRF staff, as without the approved resolution authorizing Benefit Protection Leave Service for COVID-19 related furlough time, the employee's death and disability benefits cannot be approved by IMRF should an incident occur while the employee is on leave.

**Roll Call Vote:**

Commissioner Wilkie - Aye  
Commissioner Prater - Absent  
President Thornbury - Aye

Commissioner DiCianni - Aye  
Commissioner Coons - Aye

4-Ayes, 0-Nays, 1-Absent (Prater)  
ALL IN FAVOR. MOTION CARRIED.

President Thornbury explained that at the time it was requested to add the next item, it was the thought that the next item would need to be discussed prior, as this would have an impact on the Boards response to COVID-19. It was suggested to combine both topics as they go hand-in-hand.

Discussion on Plans to Reopen the Parks and Facilities:

Discussion of Response to COVID-19:

President Thornbury asked that the Executive Director first report on the hours that staff have worked.

The Executive Director explained that as he reported at the April Regular Meeting, he would be requesting full-time staff to begin reporting their hours. The Executive Director gave the parameters of what he was looking for in terms of reporting; from reporting work up to a quarter of an hour, to what projects/responsibilities/duties are being done over the course of the week.

The Executive Director reported that staff are staying very busy and stated that he knew staff were working but did not realize the wide variety and the depth of the work being done that is critical to the organization of the District as we move forward. It has somewhat put his mind at ease to know how much staff is doing and to know that business is still taking place; projects are nearing completion and finances are moving forward. The Recreation Department is busy with the planning of different types of virtual programs and also planning for the unknown: summer camps, athletic and fitness programs.

The Parks Department has been very busy with the maintaining of all the parks. When unable to work outside, painting and other projects are being done inside facilities all while maintaining social distancing guidelines.

The Executive Director stated that he has reached out to our Affiliate Organizations to have an idea, if the order is lifted, if they planning on running their programs. WGSA will not be running their Summer Softball. WAA has a meeting tonight that he is hoping to attend. The Executive Director wants to ensure WAA that if and when they can move forward with the playing of baseball, the fields will be ready to go.

There has been a tremendous amount of work that has been done and staff will continue to track work hours for the week and submit to the Executive Director. Staff are working hard and spending their time wisely.

President Thornbury asked if IAPD has given any indication about “places of recreation” falling into the last phase, Phase 5 of the Governor’s “Restore Illinois” Plan, a five-phase plan to reopen. She explained that Phase 5 includes having a vaccine or a highly effective treatment that is widely available and is also grouped with schools, and festivals and large events.

The Executive Director explained further that the five-phase plan is based on a number of requirements and is very confusing. Four regions were established throughout the state; DuPage County is included in the same region with Cook, DuPage, Kane County. He explained that the density that is in Cook County is not comparable to that in Kane County.

The Executive Director stated that he attended a webinar with PDRMA’s two attorneys and advised that the only direction that the Governor addressed regarding recreation was for the reopening of golf courses. There has been no clear direction as to what other programs could be offered. PDRMA has been keeping Districts up to date with latest information but they also do not have all the answers. The different phases were discussed.

The Executive Director explained the difficulties with the programming of Summer Camp; staffing, group size, locations, the needs of participants, etc. All possibilities need to be considered prior to running Summer Camp, many hurdles that may need to be worked through and to have a plan in place that can be modified once direction from the Governor is given. Questions regarding if the District would be able to program Summer Camp in numerous areas and with the limited number of participants as guided by the Governor’s Plan. The Executive Director explained that Dr. Shuler at District 200 stated that the Park District would be able to utilize the area schools as alternate sites for Summer Camps.

President Thornbury stated that the purpose for the Board to meet every two weeks was for Commissioners to receive the same information and to give staff direction if needed. President Thornbury personally feels that no changes or direction is needed from the Board at this time.

The Executive Director stated that from his understanding, the stay-at-home order will stay in place through May, and direction or executive orders are given from the Governor.

Commissioners all voiced their opinions, and the restrictions that are in place at this time.

Commissioner Wilkie informed the Park Board and staff that due to the coronavirus pandemic and the safety and concern for all who would have attended and participated, the 4<sup>th</sup> of July festivities have been cancelled; this includes the parade, festival and fireworks. As an alternative the Warrenville Friends of the 4<sup>th</sup> will be having a house decorating contest, a fun and creative way to show your patriotism and celebrate July 4<sup>th</sup> in a way that meets social distancing requirements with a chance to win prizes and cash.

The Executive Director stated that the Firecracker 5K will be going to a virtual race where participants run the course and submit their true time to be logged. The Marketing and Special Events Coordinator updated the tee shirt to read that this is a “Virtual 5K Race”. The Executive Director stated that this would need to be discussed at the next Board Meeting along with the Summer Daze Event, as these events are also in Phase 5 of the Governors plan.

**Any Other Business that may properly come before the Board for Discussion Only:** The Executive Director explained that due to the Superintendent of Finance and Technology closing out the end of year, the financial packet will be delivered Tuesday week of the Board Meeting.

**Adjournment: MOTION: Commissioner Wilkie moved to adjourn. Seconded by Commissioner DiCianni.**

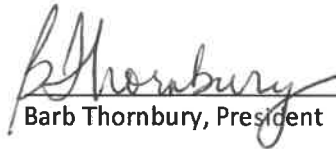
**Voice Vote: 4-Ayes, 0-Nays, 1-Absent (Prater)**

**MOTION CARRIED.**

The Meeting Adjourned at 6:35 a.m.

Respectfully prepared and submitted by Penny Thrawl, Executive Assistant.

**Approval**

 15/21/20  
Barb Thornbury, President      Date

 5/21/20  
Tim Reinbold, Secretary      Date

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