



**Minutes of the Warrenville Park District
Regular Meeting of the Board of Commissioners
Held on June 18, 2020**

Call to Order:

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

Pledge of Allegiance:

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

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

Approval of the June 18, 2020 Regular Meeting Agenda:

MOTION: Commissioner Wilkie moved to approve the agenda for June 18, 2020 Regular Meeting Agenda.
Seconded by Commissioner Prater.

Roll Call Vote:

Commissioner DiCianni - Aye
Commissioner Wilkie - Aye
President Thornbury - Aye

Commissioner Coons - Aye
Commissioner Prater - Aye

**5-Ayes, 0-Nays, 0-Absent
ALL IN FAVOR. MOTION CARRIED.**

Public Comment: No public was in attendance.

Approval of Consent Agenda:

Approval of Regular Meeting Minutes of the Regular Board of Commissioners for May 21, 2020:

MOTION: Commissioner Prater moved to approve the Consent Agenda which includes the Regular Meeting Minutes of the Board of Commissioners for May 21, 2020. Seconded by Commissioner DiCianni.

Roll Call Vote:

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

Commissioner DiCianni - Aye
Commissioner Coons - Aye

5-Ayes, 0-Nays, 0-Absent
ALL IN FAVOR. MOTION CARRIED.

Financial Reports:

Approval of Financial Statements for the period ending May 31, 2020:

MOTION: Commissioner Coons moved to approve the Financial Statements for the period ending May 31, 2020. Seconded by Commissioner Wilkie.

Roll Call Vote:

Commissioner Coons - Aye
Commissioner Wilkie - Aye
President Thornbury - Aye

Commissioner DiCianni - Aye
Commissioner Prater - Aye

5-Ayes, 0-Nays, 0-Absent
ALL IN FAVOR. MOTION CARRIED.

Approval of Expenditure Report through May 31, 2020 in the Amount of \$121,339.45:

MOTION: Commissioner Wilkie moved to approve the Expenditure Report through May 31, 2020 in the Amount of \$121,339.45. Seconded by Commissioner Coons.

Roll Call Vote:

Commissioner Prater - Aye
Commissioner Coons - Aye
President Thornbury - Aye

Commissioner Wilkie - Aye
Commissioner DiCianni - Aye

5-Ayes, 0-Nays, 0-Absent
ALL IN FAVOR. MOTION CARRIED.

Correspondence:

PDRMA Health 2019 Path Summary: The Executive Director explained that the handout shows the participation summary numbers for 2019.

Unfinished Business: No unfinished business.

New Business:

Review and Approval of Municipal Directory:

MOTION: Commissioner Wilkie moved to approve the updated Municipal Directory. Seconded by Commissioner DiCianni.

Roll Call Vote:

Commissioner DiCianni - Aye
Commissioner Coons - Aye
Commissioner Thornbury - Aye

Commissioner Wilkie - Aye
Commissioner Prater - Aye

5-Ayes, 0-Nays, 0-Absent
MOTION CARRIED.

Discussion and Response to COVID-19:

Plans to Reopen the Parks and Facilities: The Executive Director explained the programs that have been put into place during Phase 3 and those that will be resumed in Phase 4 (July 6th) of the States Recovery Program.

- Health and fitness clubs open with capacity limits and IDPH approved safety guidance
- All outdoor recreation allowed which would include baseball, soccer and basketball

The buildings are closed to the general public and will remain in place until Phase 4 is to begin.

It was explained that a workforce plan will need to be put into place to bring back employees furloughed into positions that are needed, to also provide the needed training and any procedural updates that have taken place during the closing.

Hours of operation will be simplified to 7:00 am to 7:00 pm, Monday through Friday and 8:00 am through 2:00 pm Saturday with a designated time for seniors in the morning. Based on the square footage of FitnessNOW, only 8 to 10 patrons will be allowed access to FitnessNOW at one time. A ticketing system will be implemented for members to schedule a time to work out, similar to how patrons are signing up for fitness programs.

Summer Daze and Other Events: The Executive Director explained due to COVID-19 and the current restrictions in Phase 4, the Summer Daze event would need to be cancelled as only groups of less than 50 are allowed to gather.

It was the consensus of the Board to discuss other events as dates near.

MOTION: Commissioner DiCianni moved to cancel the Summer Daze event this year due to COVID-19 restrictions. Seconded by Commissioner Wilkie.

Roll Call Vote:

Commissioner Wilkie - Aye

Commissioner DiCianni - Aye

Commissioner Prater - Aye

Commissioner Coons - Aye

President Thornbury - Aye

5-Ayes, 0-Nays, 0-Absent

MOTION CARRIED.

Officials & Staff Reports

President: **President Thornbury** apologized for her response on social media, and also asked about the diversity of the Park District and how this has changed from years prior.

President Thornbury also asked that a discussion regarding the purchase of a generator for both the Recreation Center and the Community Building be included on the July 16th, 2020 Regular Meeting Agenda and if/how the Park District can get funding for this.

Commissioners: **Commissioner Prater** asked regarding the annual mandated harassment and discrimination prevention training program for the employees and officers. It was explained that a training is in place for those existing Park District employees and for those that are newly hired. Information regarding Commissioners mandated to take a similar training will be brought to the July Regular Meeting.

Commissioner DiCianni thanked everyone that is currently working as we are projecting a positive impression on the Park District, along with the parks being maintained and taken care of. Commissioner DiCianni stated that she appreciates all that staff are doing during this time of uncertainty.

Commissioner Coons stated that it is nice to see everyone face to face and thanked everyone for all we are doing.

Commissioner Wilkie reported on the difference in what each city requires from the community.

Executive Director: The Executive Director stated that staff have done an incredible job navigating through this pandemic, no two days have been the same.

The Executive Director reported that J.A. Watts has worked on the completion of punch list items with the exception of the vestibule roof. Once complete and Restore Illinois Phases have been achieved, a grand opening of the fitness center will be scheduled.

Department Head Reports: The Superintendent Parks and Facilities stated that the vestibule roof has been listed as unacceptable and have withheld payment at this time. It was explained that the Park District is working with Williams Architect Inc. to get the roof completed (and anticipate that happening in the near future.

The Superintendent of Parks and Facilities also reported that someone freed the swings from the upper pole and put the barricade up in the tree. The swings were again zip tied to the top bar to prevent use and removed the barricade from the tree. Once in Phase 4, the parks and playgrounds will be reopened to the public.

The Superintendent Recreation/Safety Coordinator stated camp started on June 15th and also reported that the 1st Virtual Firecracker 5K currently has 75 participants signed up.

The Registration/Administrative Services Manager thanked the Board for their support of staff throughout the pandemic

The Superintendent of Finance and Technology echoed what the Registration/Administrative Services Manager stated regarding the support of the Board. It was also reported that the auditors were able to come in to complete their field work.

The Marketing and Special Events Coordinator reported that the Park Districts Community Parade was a great success and that it was nice to see the community support.

Closed Session - Semi Annual Review of Closed Session Minutes, 5 ILCS 120 2 (C) 21 – Discussion of Minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06:

MOTION: Commissioner Wilkie moved to go into Closed Session –Semi Annual Review of Closed Session Minutes, 5 ILCS 120 2 (C) 21 – Discussion of Minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Seconded by Commissioner Denise DiCianni.

Roll Call Vote:

**Commissioner Coons - Aye
Commissioner DiCianni - Aye
President Thornbury - Aye**

**Commissioner Wilkie - Aye
Commissioner Prater - Aye**

**5-Ayes, 0-Nays, 0-Absent
MOTION CARRIED.**

RECESSED INTO CLOSED SESSION AT 7:10 PM

RISEN FROM CLOSED SESSION AT 7:13 PM

**ROLL CALL: Commissioner Wilkie - Present
Commissioner DiCianni - Present
Commissioner Prater - Present
Commissioner Coons - Present
President Thornbury - Present**

To Take Action, if any, on Matters from Closed Session

Approval of Ordinance 2020-07; An Ordinance Authorizing and Directing the Destruction of Verbatim Audio Recordings of Certain Closed Session Meetings of the Board of Park Commissioners of the Warrenville Park District:

MOTION: Commissioner Wilkie moved to approve Ordinance 2020-07; An Ordinance Authorizing and Directing the Destruction of Verbatim Audio Recordings of Certain Closed Session Meetings of the Board of Park Commissioners of the Warrenville Park District. Seconded by Commissioner Coons.

Roll Call Vote:

**Commissioner Coons - Aye
Commissioner Wilkie - Aye
President Thornbury - Aye**

**Commissioner DiCianni - Aye
Commissioner Prater - Aye**

**5-Ayes, 0-Nays, 0-Absent
MOTION CARRIED.**

Approval of Release of Closed Session Minutes of December 12, 2019 – Semi-Annual Review of Closed Session Minutes:

MOTION: Commissioner Coons moved to approve the Release Closed Session Minutes of December 13, 2018 – Semi-Annual Review of Closed Session Minutes. Seconded by Commissioner DiCianni.

Roll Call Vote:

**Commissioner Wilkie - Aye
Commissioner Prater - Aye
President Thornbury - Aye**

**Commissioner Coons - Aye
Commissioner DiCianni - Aye**

**5-Ayes, 0-Nays, 0-Absent
MOTION CARRIED.**

Closed Session - Personnel 5 ILCS 120 2 (C) (1) – The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.

MOTION: Commissioner Wilkie moved to go into Closed Session - Personnel 5 ILCS 120 2 (C) (1) – The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity. Seconded by Commissioner Coons.

Roll Call Vote:

**Commissioner DiCianni - Aye
Commissioner Coons - Aye
President Thornbury - Aye**

**Commissioner Wilkie - Aye
Commissioner Prater - Aye**

**5-Ayes, 0-Nays, 0-Absent
MOTION CARRIED.**

RECESSED INTO CLOSED SESSION AT 7:15 PM

RISEN FROM CLOSED SESSION AT 7:42 PM

ROLL CALL: Commissioner Wilkie - Present
Commissioner Coons - Present
Commissioner Prater - Present
Commissioner DiCianni - Present
President Thornbury - Present

To Take Action, if any, on Matters from Closed Session:

MOTION: Commissioner DiCianni moved to approve Executive Director Tim Reinbold three-year rolling contract as discussed with the specified salary increase retroactive to January 1, 2020. Previous negotiated benefits are to remain the same and stay in the contract (cell phone stipend, health, dental, IMRF, summer camp stipend, etc.). Seconded by Commissioner Prater.

Roll Call Vote:

Commissioner DiCianni - Aye
Commissioner Wilkie - Aye
President Thornbury - Aye

Commissioner Coons - Aye
Commissioner Prater - Aye

5-Ayes, 0-Nays, 0-Absent
MOTION CARRIED.

Any Other Business that may properly come before the Board for Discussion Only:

Adjournment: MOTION: Commissioner Wilkie moved to adjourn. Seconded by Commissioner Prater.
Voice Vote: 5-Ayes, 0-Nays, 0-Absent. MOTION CARRIED.

The Meeting Adjourned at 7:43 p.m.

Respectfully prepared and submitted by Penny Thrawl, Executive Assistant.

Approval



Barb Thornbury, President Date 7/16/2020
Seal



Tim Reinbold, Secretary Date 7/16/20