



**Minutes of the Warrenville Park District  
Special Meeting of the Board of Commissioners  
Held on March 2, 2023**

**Call to Order:**

President Wilkie called the meeting to order at 4:00 pm.

**Pledge of Allegiance:**

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

**Others Present:**

Tim Reinbold, Executive Director/Board Secretary  
Penny Thrawl, Executive Assistant/HR Manager/Assistant Board Secretary  
Linda Straka, Superintendent of Finance & Technology  
Gregg Ireland, Superintendent of Parks & Facilities  
Matt Odom, Superintendent of Recreation/Safety Coordinator  
Michelle Savage, Office Manager  
Sheri Potter, Marketing & Special Events Supervisor  
Neelay Bhatt, PROS Consulting Inc.  
Chris Wilson, Kimley Horn

**Approval of March 2, 2023, Special Meeting Agenda:**

**MOTION:** Commissioner DiCianni moved to approve the Special Meeting Agenda for March 2, 2023. Seconded by Commissioner Thornbury.

**Roll Call Vote:**

Commissioner Machowski - Aye      Commissioner DiCianni - Aye  
Commissioner Coons - Aye      Commissioner Thornbury - Aye  
Commissioner Wilkie - Aye

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

**Strategic Master Plan:** PROS Consulting Project Manager Neelay Bhatt, PROS Consulting Landscape Architect Analyst Chris Wilson and Kimley-Horn Lead Manager Daniel Grove were in attendance to present the Visioning and Recommendations to the Board of Commissioners.

Project Manager Neelay Bhatt addressed the Board and explained that from the beginning it was their goal to not surprise Commissioners at any point in the process and to continue to share the information and be transparent. He reviewed the phases of the Strategic Master Plan process to Commissioners: Discovery and Assessment, Findings, and now the Recommendations Phase.

He stated that at the last meeting, he reviewed and explained the community survey “Results and Findings” with Commissioners and shared “Visioning”, some of the Major Moves, the Values, Vision, and Mission of the District that all full-time staff worked together on that same afternoon. Since the last meeting, work on the level of service, recommendations, and equity area maps have been created.

A PowerPoint of the Visioning and Recommendations, along with a printout, was given to Commissioners to follow during the presentation. He explained that the PowerPoint will be converted into a draft report form, and sent to Commissioners and staff to review, with any feedback verified and the report updated. It will again be brought back to the community for input, back to Commissioners and staff to review and finalize for Board approval.

PROS Project Manager Neelay Bhatt again reviewed the Values, Mission and Vision briefly from the previous meeting with the Board.

Values reviewed:

Current

- Accountability**      Make the most effective use of all Park District assets.
- Community**        Work together to create a fun, safe and nurturing environment, built on community spirit and supporting diversity.
- Excellence:**        Operate with professionalism, integrity, honesty, teamwork and ethical practices.
- Sustainability:**    Strive to be a leader in green practices and environmental awareness.

Values (We Stand for...)

- Exceptional Service**
- Inclusion**
- Innovation**
- Sustainability**

Vision Statement reviewed:

Current:    *We strive to be an innovative Park District that is recognized by our community as a provider of exceptional parks and recreation services.*

Vision (What Do We Want to be Known For?)  
***The “place to be” for exceptional experiences.***

Commissioners discussed the Vision Statement, and communicated and shared their thoughts.

Project Manager Neelay Bhatt explained that a Vision Statement is to be an inspiring description of the desired future, be aspirational for the future, therefore may never be fully achieved but continually strived for and should also be easy to remember. He explained that the entire Strategic Master Plan is a living document, and is to be a useful tool in planning and achieving the Districts future goals.

Mission Statement reviewed:

Current: Providing opportunities that enrich the mind, body and spirit

*The Warrenville Park District is committed to providing recreation programs and outdoor experiences that offer opportunities for growth in health, wellness, and social experiences while encouraging diversity and environmental sustainability.*

Mission (What Do We Exist To Do?)

To create community

Big Moves:

1. Increased Staffing
2. Investments in Storytelling
3. Land Acquisition
4. Maintenance Enhancements
5. Successful Referendum

**Closed Session- 5 ILCS 120 2 (C) (1) – The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational or education setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity.**

**MOTION: Commissioner DiCianni moved to go into Closed Session - 5 ILCS 120 2 (C) (1). Seconded by Commissioner Thornbury.**

**Roll Call Vote:**

**Commissioner Coons - Aye**

**Commissioner DiCianni - Aye**

**Commissioner Thornbury - Aye**

**Commissioner Machowski - Aye**

**President Wilkie - Aye**

**5-Ayes, 0-Nays, 0-Absent**

**MOTION CARRIED.**

**Recessed into Closed Session at 5:17 PM**

**Risen from Closed Session at 6:29 PM**

Commissioner Machowski - Present

Commissioner Coons - Present

Commissioner DiCianni - Present

Commissioner Thornbury - Present

President Wilkie - Present

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

**MOTION: Commissioner Thornbury moved to extend the Executive Director Tim Reinbold's contract from April 1, 2023 to March 31, 2026 with changes as discussed. Seconded by Commissioner Coons.**

**Roll Call Vote:**

**Commissioner Coons - Aye**

**Commissioner Machowski - Aye**

**Commissioner Thornbury - Aye**

**Commissioner DiCianni - Aye**

**President Wilkie - Aye**

**5-Ayes, 0-Nays, 0-Absent**

**MOTION CARRIED.**

**Any Other Business That May Properly Come before the Board for Discussion Only:**

**FitnessNOW Cleanliness:** Commissioner Machowski stated that the FitnessNOW equipment is not being cleaned properly, feels this is important and would encourage the Executive Director and Commissioners to look after adjournment of the meeting.

**Diversity, Equality, Inclusion:** Commissioner DiCianni spoke regarding diversity at the District and spoke regarding how other districts incorporate and display, not necessarily the rainbow flag, but something subtle that speaks "All is Welcome" in their parks and facilities. She is requesting our District take steps to begin talking about diversity, equality, and inclusion to incorporate something similar into our parks and facilities to let all individuals know everyone is welcome at our Districts parks and facilities.

Commissioner Machowski spoke regarding the forming of a DEI Committee and his attendance at a Conference workshop hosted by Tracy Crawford on this subject and suggested that the Executive Director reach out to Tracey Crawford. The Executive Director explained that last year staff completed a "Safety Zone Conversation" on this subject which was facilitated by Tracy Crawford and also sits on three different committees with her. He explained that he knows others that are also knowledgeable to train and speak on this subject.

After discussion it was the consensus of the Board to put this on the May Regular Board Meeting to give staff time to gather information from other districts regarding the forming of their DEI Committee and any criteria to bring to the Board for discussion.

**West Chicago Roosevelt Road TIF District:** Commissioner Thornbury stated that she received a call from someone regarding a dump being built in the TIF on Roosevelt Road located in the City of West Chicago but within the Warrenville Park District boundaries. She explained further that after finding out more, a recycling center facility is being constructed.

**Referral to Fourth of July Committee:** Commissioner Machowski reported he was asked regarding the 4<sup>th</sup> of July and referred them to the Fourth of July Committee as this event is through the City of Warrenville, not the Park District.

**Adjournment:** Commissioner Thornbury Moved to Adjourn. Seconded by Commissioner DiCianni.  
Voice Vote: 5-Ayes, 0-Nays, 0-Absent

**MOTION CARRIED.**

Adjourned at 6:44 pm

Approval

  
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Colin Wilkie, President      Date      4/20/23

  
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Tim Reinbold, Secretary      Date      4/20/23

Seal