



**Minutes of the Warrenville Park District
Special Meeting of the Board of Commissioners
Held on April 25, 2023**

Call to Order:

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

Pledge of Allegiance:

Roll Call: Vice President Thornbury – Present
Commissioner DiCianni – Absent
Commissioner Coons – Present
Commissioner Machowski – Present
President Wilkie – Absent (Arrived at 4:07 pm)

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 April 25, 2023, Special Meeting Agenda of the Board of Park Commissioners:

MOTION: Commissioner Coons moved to Approve the Special Meeting Agenda for April 25, 2023. Seconded by Commissioner Machowski.

Roll Call Vote:

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

**3-Ayes, 0-Nays, 2-Absent (DiCianni, Wilkie)
MOTION CARRIED.**

Strategic Master Plan:

Review and Approval of 2023 Strategic Master Plan: The Executive Director thanked the entire staff, the Board, community, stakeholders, ETC, Kimley Horn, PRO's Consulting, and Next Practice Partners. He stated that it has been a long but a very quick eleven months. The Executive Director explained that he forwarded the corrections and changes from the April 20th Regular Meeting that were to be made to the Strategic Master Plan. Project Manager Neelay Bhatt explained that the edits and changes have been received, he explained that the typographical errors and grammar have been corrected throughout the Plan. The other edits, have not been made as clarification is needed from Commissioners.

The Executive Summary of the Strategic Master Plan is a standalone document, along with the remainder of the plan which is why you see in Chapter 2 and onwards have been represented or duplicated in some degree in the Executive Summary. This is for those skimming or reading the Executive Summary, get the key findings, priorities, big moves, recommendations, etc. that are found in the remainder of the Plan.

He explained that after reviewing the suggested changes and/or corrections he stated that the pictures and charts will be made to be clearer throughout the document. The demographics or survey results, those are things that if people are not reading the entire document are getting the same results in the Summary, that are in the remainder of the document, and an understanding of how those numbers are reached. He explained that this is the repetition or duplication that was mentioned by Commissioners.

Total Population: Program Manager Neely Bhatt explained the difference in the total population of Warrenville as noted by Commissioner Thornbury; the population reflected in 2.1.2 Demographic Analysis as 13,856 and in 2.2.1 Benchmark Analysis as 13,256. He explained that the difference is the population within the Warrenville Park District boundaries and the population of the City of Warrenville. It was stated that the Demographic and Benchmark Analysis all have been changed to reflect the 13,856 within all the tables, in the ratios, and in written description associated with each individual figure.

President Wilkie is present @ 4:07 pm

Vice President Thornbury noted that the meeting will now be chaired by President Wilkie.

Project Manager Neelay Bhatt gave an update of what was discussed prior to President Wilkie attendance. He explained that clarification is needed from Commissioners prior to revisions.

2.1.3 District Populace (Page 21): the expected growth of the population was discussed along with the data used for the analysis. It was the consensus of the Board to keep Figure 12; The total Population/Average Growth.

Concerning the Districts **Demographic Overview Figure 10 (Page 19);** It was explained that this is a snapshot, and is important to be included in the Plan as it is reflective of the total population and are key characteristics of Warrenville.

It was the consensus of the Board to include the top three (3) race percentages within this table.

The level of service standards (figure 54, page 78), the geographical analysis and mapping of standards (figures 56, page 80) was discussed, along with the level of availability, access and use of Wheaton Warrenville High School by the Park District was discussed. It was the consensus of the Board to remove Wheaton Warrenville High School as available for use by Park District if currently not utilizing.

3.4.1 Demographics Comparison – under Household Ages, (Page 61); the Online Community Survey is to be corrected as it does not add up to 100%.

Other corrections were included in the document forwarded to Pro’s Consulting for corrections to the document (typographical and grammatical errors and the readability of specific charts and graphs).

Breakdown of Ancillary Services - Figure 89 (Page 116); Commissioner Thornbury spoke regarding the Basketball Open Gym participation numbers and feels they are not true and specific as to how the number in participants is figured. She feels this program needs to be looked at by staff regarding the programming and how to capture the correct participation numbers. Commissioner Thornbury suggested this should be removed from chart, and the verbiage “except open gym”, located on page 117, the last paragraph, first sentence on Page 117. All commissioners concurred.

Project Manager Neelay Bhatt explained that the updated version will be sent to the Executive Director early next week to review and will send on to Commissioners and staff.

MOTION: Commissioner Thornbury moved to approve the 2023 Strategic Master Plan. Seconded by Commissioner Coons.

AMMENDED MOTION: Commissioner Thornbury moved to approve and adopt the 2023 Strategic Master Plan. Seconded by Commissioner Coons.

Roll Call Vote:

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

4-Ayes, 0-Nays, 1-Absent (DiCianni)

MOTION CARRIED.

Any Other Business That May Properly Come before the Board for Discussion Only: Commissioner Thornbury asked if a Special or Committee Meeting needed to be scheduled to discuss and set the Goals of the District. The Executive Director suggested that the goals that have been developed, be delivered with the May Board Packet for Commissioners to review and decide if a Special or Committee of the Whole meeting is needed.

The Goals of the District are to be added to the May 16th, 2023 Board Meeting Agenda and included in the Board Packet.

Adjournment: Commissioner Thornbury Moved to Adjourn. Seconded by Commissioner Coons.

Voice Vote: 4-Ayes, 0-Nays, 1-Absent (DiCianni). MOTION CARRIED.

Meeting Adjourned at 4:46 pm

Approval



Colin Wilkie, President Date 5/18/23
Seal



Tim Reinbold, Secretary Date 5/18/23