



Mission: To create community

Vision: The “place to be” for exceptional experiences

Core Values: Innovation, Sustainability, Inclusion, and Exceptional Services

**Minutes of the Warrenville Park District
Regular Meeting of the Board of Commissioners
Held on August 24, 2023**

Call to Order:

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

Pledge of Allegiance:

Roll Call: Commissioner Wilkie – Present
Commissioner Machowski – 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 & Technology
Gregg Ireland, Superintendent of Parks & Facilities
Matt Odom, Superintendent of Recreation/Safety Coordinator
Michelle Savage, Office Manager
Sheri Potter, Marketing & Community Engagement Manager
Tom Marks, Warrenville Resident
Cassandra Reid, Lauterbach & Amen, LLP

Approval of August 24th, 2023 Regular Meeting Agenda:

MOTION: Commissioner Wilkie Moved to Approve the August 24th, 2023 Regular Meeting Agenda.
Seconded by Commissioner Coons.

Roll Call Vote:

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

Commissioner Coons – Aye
Commissioner Machowski - Aye

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

Public Comment: Tom Marks, resident in Warrenville addressed the Board regarding the redesign and updates of Cerny Park and the possibility of the removal of the horseshoe lanes and pits. He explained that he was born and raised in Warrenville and has been throwing horseshoes at Cerny Park since he was 17 years old, 43 years and has been in charge of the Annual Horseshoe Tournament for the past 20 years. He explained that the tournament has brought numerous individuals, and their families, to the July 4th celebration each year. He explained that over the years, the Horseshoe Tournament has gained popularity and has had to increase the number of lanes to accommodate the number of players. He is asking that the removal of any of the horseshoe lanes be reconsidered as it has become a tradition at the 4th of July event for years and would be very much missed by many.

Approval of Consent Agenda:

Approval of Regular Meeting Minutes of the Board of Commissioners for July 20th, 2023:

Approval of Special Meeting Minutes of the Board of Commissioners for July 20th, 2023 – Cerny Park Public Input:

MOTION: Commissioner Wilkie Moved to Approve the Consent Agenda which consisted of the Regular Meeting Minutes of the Board of Commissioners for July 20th, 2023 and Special Meeting Minutes of the Board of Commissioners for July 20th, 2023 – Cerny Park Public Input. Seconded by Commissioner DiCianni.

Roll Call Vote:

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

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

Financial Reports:

Approval of Financial Statements for the period ending July 31st, 2023:

MOTION: Commissioner DiCianni moved to approve the Financial Statements for the period ending July 31st, 2023. Seconded by Commissioner Coons.

Roll Call Vote:

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

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

Approval of Expenditure Report through July 31st, 2023, in the Amount of \$279,480.37:

MOTION: Commissioner Wilkie moved to approve the Expenditure Report through July 31st, 2023 in the Amount of \$279,480.37. Seconded by Commissioner Coons.

Roll Call Vote:

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

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

Correspondence: No Correspondence

Unfinished Business:

Summer Daze Event Discussion: The Executive Director thanked the Board, staff and volunteers who helped make Summer Daze a success. He explained that a festival like Summer Daze requires a lot of input, participation, and commitment from an entire committee, along with the assistance from City of Warrenville, City Council, Western DuPage Chamber of Commerce, EMA, Warrenville Police Department, Warrenville Fire Department and Warrenville in Bloom.

The Executive Director stated that the Final Summer Daze Report will not be complete until the October Regular Park Board Meeting as invoices, sales, and the refund for the returned alcohol will need to be calculated into the report. A Summer Daze Committee Wrap-up Meeting is scheduled for Wednesday, September 13th, 2023.

Board Workshop with IAPD President & CEO Peter Murphy: The Executive Director explained that he reached out to President and CEO of IAPD Peter Murphy and if he is available to provide a workshop for the Districts. After discussion, the consensus of the Board to schedule the Board Workshop on Wednesday, October 18th, 2023 at 4:00 pm.

New Business:

Audit Presentation – Lauterbach and Amen: The Comprehensive Annual Report for the Fiscal year ended April 30, 2023 and Management Letter was included in the Board Packet.

Review and Acceptance of 2022-23 Annual Audit Report: No significant findings were reported.

MOTION: Commissioner Wilkie Moved to Accept the 2022-23 Annual Audit Report. Seconded by Commissioner DiCianni.

Roll Call Vote:

Commissioner DiCianni - Aye

Commissioner Wilkie - Aye

Commissioner Coons - Aye

Commissioner Machowski - Aye

President Thornbury - Aye

5-Ayes, 0-Nays, 0-Absent

MOTION CARRIED.

Review, Approval and Award of Bid for the Printing and Mailing of Districts Program Guide for three (3) years in the Amount of \$69,030.00:

MOTION: Commissioner Wilkie Moved to Approve and Award the Bid for the Printing and Mailing of District Program Guides for three (3) years to Woodward Printing Services in the Amount of \$69,030.00. Seconded by Commissioner Machowski.

Roll Call Vote:

Commissioner Wilkie - Aye

Commissioner DiCianni - Aye

Commissioner Machowski - Aye

Commissioner Coons - Aye

President Thornbury - Aye

5-Ayes, 0-Nays, 0-Absent

MOTION CARRIED.

Update on DEIB (Diversity, Equity, Inclusion, Belonging): The Executive Director stated that staff have begun the process of the Districts Diversity, Equality, Inclusion and, Belonging (DEIB) initiatives. Staff, with assistance from BCG Learning Solutions, will begin reviewing and evaluating existing District initiatives, including policies, surveys, feedback, training, and communications.

Review and Approval for Lions Park Gametime Statewide Funding Initiative and Playground Replacement Project in the Amount of \$199,581.72:

MOTION: Commissioner Wilkie Moved to Approve the Lions Park Gametime Statewide Funding Initiative and Playground Replacement Project in the Amount of \$199,581.72. Seconded by Commissioner DiCianni.

The Executive Director explained that last week, meetings were held at Lions Park to obtain feedback from those living near Lions Park of the selection and colors of the new playground equipment. Although it rained, numerous individuals attended and gave their input.

Roll Call Vote:

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

**Commissioner Wilkie - Aye
Commissioner Machowski - Aye**

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

Update on Cerny Park OSLAD Grant: The Executive Director noted that the OSLAD grant due date was extended to September 16th.

President Thornbury asked regarding the amenities of Cerny Park. The Board discussed the new amenities and the possible locations to assist in maintaining and keeping the amenities that are currently being utilized while adding the new playgrounds and features. Commissioners discussed possible locations for the horseshoe lanes, native plants, existing sand box, the water feature, as well as the new playgrounds.

The Executive Director is to speak with those at City Hall, as well as Cunningham Recreation to possibly incorporate all of the amenities along with four horseshoe lanes (or the ability to add portable lanes if needed) and revise the layout to try to meet the needs of all who utilize Cerny Park.

Annual Parks Tour September 21st, 2023 at 4:00 pm – Reminder - Information Only:

Officials & Staff Reports

President: ***President Thornbury*** thanked staff for another great Summer Daze event, it was a great turnout. It was a lot of work but was worth it. President Thornbury thanked the Parks Department for all they have done while having to work in this terrible weather.

President Thornbury stated that some things were brought up last month that sound very concerning. She is requesting that the District's Attorney review the audio tapes of the June and July 2023 Board Meetings and advise if something she said warrants an apology from her. Also, if the Attorney believes she should be censored, to make this recommendation to the Board. A consensus of the Board was requested and given from Commissioners to direct the Executive Director to reach out to the Attorney to have him review the June and July 2023 voice minutes and advise.

President Thornbury stated that she will not be in attendance at the September Board Meeting and Vice President DiCianni will chair this meeting.

Commissioners: ***Commissioner DiCianni*** stated that Summer Daze was amazing. Staff and volunteers worked together to make it a great event. She also stated that the Districts Summer Camps are one of the best in the area and is very proud of the staff and of Warrenville altogether.

Commissioner Coons also thanked staff for a great Summer Daze event, and the Parks Department for all they have to do for an event, as they are the first ones to start and the last to leave.

Commissioner Wilkie stated that Summer Daze runs so smoothly because everyone knows what is needed.

Commissioner Wilkie stated that a new library has been added to Johnson School. A ribbon cutting for the playgrounds at Bower School will be held next week. He reported that District 200 will be replacing their playgrounds, two (2) each year.

Commissioner Machowski stated that he was not able to attend Summer Daze but has heard from numerous people that it was a great event.

Commissioner Machowski thanked staff as he is proud of Warrenville Park District, as through his full-time employment, he has seen other districts and how they are maintained.

Executive Director: The **Executive Director** stated that all his information is in his report.

Department Heads: The **Superintendent of Parks & Facilities** gave an update regarding the purchase and installation of the generator; the total payment for the purchase of the generator was needed by the vendor prior to ordering. The second payment was approved by the Board and will be mailed tomorrow. During this time, permits will need to be obtained, materials will be purchased, a concrete pad will be poured, the electrical transfer switch will be placed and wired, etc.

A sway bench was installed at Plum Path Park, and have heard it is very popular. President Thornbury asked regarding the height of the bench as she feels it is too low. The Superintendent of Parks & Facilities explained the bench is to be kept at a certain height, if this is changed, the manufacturer's warranty would be void. He will recheck the height of the sway bench with the required specifics.

Also reported, the floor in Fitness Dance Studio 301 has been lightly sanded and refinished today. The WCB Dance Studio will be completed on Monday.

The **Office Manager** felt Summer Daze was well attended and pleased with the turnout. She was pleased and appreciative of all the volunteers and help that was provided.

The **Superintendent of Finance and Technology** felt Summer Daze was awesome and well attended.

The **Superintendent of Recreation/Safety Coordinator** stated that Art of the Prairie will be held prior to the next Board Meeting, on Saturday September 16th and Sunday the 17th. This event will be held in the lower-level parking lot again this year.

The **Marketing & Special Events Supervisor** stated that all the summer events have wrapped up. Also, the District's Feature Wall has been updated with the District's new Mission, Vision, and Values, along with smaller signs located by entrances.

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

Adjournment: Commissioner Wilkie moved to Adjourn. Seconded by Commissioner Coons.

Voice Vote: 5-Ayes, 0-Nays, 0-Absent - MOTION CARRIED.

Adjourned at 7:25 PM

Approval

Denise DiCianni, Vice President

Seal

Date

Tim Reinbold, Board Secretary

Date