



**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 January 15<sup>th</sup>, 2026**

**Call to Order:**

President DiCianni called the meeting to order at 5:00 pm.

**Pledge of Allegiance:**

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

*Others Present:*

Tim Reinbold, Executive Director/Board Secretary  
Penny Thrawl, Executive Assistant/HR Manager/Assistant Board Secretary  
Matt Odom, Superintendent of Recreation/Safety Coordinator  
Linda Straka, Superintendent of Finance & Technology  
Gregg Ireland, Superintendent of Parks & Facilities  
Sheri Potter, Marketing & Community Engagement Manager  
Michelle Savage, Office Manager

**Approval of January 15<sup>th</sup>, 2026 Regular Meeting Agenda:**

**MOTION:** Commissioner Wilkie Moved to Approve January 15<sup>th</sup>, 2026 Regular Meeting Agenda. Seconded by Commissioner Machowski.

**Roll Call Vote:**

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

Commissioner Machowski - Aye  
Commissioner Coons - Aye

**4-Ayes, 0-Nays, 1-Absent (Thornbury)  
MOTION CARRIED.**

**Public Comment:** No public present.



**Approval of the Consent Agenda**

Approval of December 18<sup>th</sup>, 2025 Regular Meeting Minutes of the Warrenville Park District Board of Commissioners.

**MOTION: Commissioner Machowski Moved to Approve December 18<sup>th</sup>, 2025 Regular Meeting Minutes of the Warrenville Park District Board of Commissioners. Seconded by Commissioner Wilkie.**

Commissioner Coons noted errors on page 3 of the December 18<sup>th</sup>, 2025 Regular Meeting Minutes;

- Top of page 3; Approval of Consent Agenda; Approval of December 18<sup>th</sup>, 2025 Regular Meeting Minutes, it was motioned and seconded by Commissioner Wilkie.
- Financial Reports; Approval of Financial Statement for the Period Ending December 18<sup>th</sup>, 2025. The minutes show that this was motioned by Commissioner Machowski and seconded by Commissioner Thornbury when both Commissioners were absent.

**AMENDED MOTION: Commissioner Machowski AMENDED the MOTION to include the corrections as stated, to the December 18<sup>th</sup>, 2025 Regular Meeting Minutes. Seconded by Commissioner Wilkie.**

**Roll Call Vote:**

<b>Commissioner Machowski - Aye</b>	<b>Commissioner Coons - Aye</b>
<b>Commissioner Thornbury - Absent</b>	<b>Commissioner Wilkie - Aye</b>
<b>President DiCianni - Aye</b>	

**4-Ayes, 0-Nays, 1-Absent (Thornbury)**

**MOTION CARRIED.**

Approval of December 18<sup>th</sup>, 2025 Closed Session Meeting Minutes of Board of Park Commissioners – Semi-Annual Review of Closed Session Minutes

**MOTION: Commissioner Wilkie Moved to Approve December 18<sup>th</sup>, 2025 Closed Session Meeting Minutes. Seconded by Commissioner Coons.**

**Roll Call Vote:**

<b>Commissioner Thornbury - Absent</b>	<b>Commissioner Wilkie - Aye</b>
<b>Commissioner Machowski - Aye</b>	<b>Commissioner Coons - Aye</b>
<b>President DiCianni - Aye</b>	

**4-Ayes, 0-Nays, 1-Absent (Thornbury)**

**MOTION CARRIED.**

**Financial Reports:**

Approval of Financial Statement for the Period Ending December 31<sup>st</sup>, 2025:

**MOTION: Commissioner Coons Moved to Approve the Financial Statements for the period ending December 31<sup>st</sup>, 2025. Seconded by Commissioner Machowski.**

**Roll Call Vote:**

<b>Commissioner Wilkie - Aye</b>	<b>Commissioner Thornbury - Absent</b>
<b>Commissioner Machowski - Aye</b>	<b>Commissioner Coons - Aye</b>
<b>Commissioner DiCianni - Aye</b>	

**4-Ayes, 0-Nays, 1-Absent (Thornbury).**

**MOTION CARRIED.**



Approval of Expenditure Report through December 31<sup>st</sup>, 2025 in the Amount of \$112,250.20:

**MOTION: Commissioner Machowski Moved to Approve the Expenditure Report through December 31<sup>st</sup>, 2025 in the Amount of \$112,250.20. Seconded by Commissioner Wilkie.**

**Roll Call Vote:**

**Commissioner Machowski - Aye**

**Commissioner Coons - Aye**

**Commissioner Wilkie - Aye**

**Commissioner Thornbury - Absent**

**President DiCianni - Aye**

**4-Ayes, 0-Nays, 1-Absent (Thornbury)**

**MOTION CARRIED.**

**Correspondence:**

PDRMA 2025 Risk Management Review Summary and Incentive: The Executive Director noted that the District's Supporting Level Sponsorship includes six (6) tickets to the event, "The BASH" on March 7<sup>th</sup>, 2026 and to think about possibly attending.

**Old Business**

Cerny Park – Phase II OSLAD Update - Phase: The Executive Director reported that a Construction Document Review Meeting for the Cerny Park Project is scheduled with Hitchcock Design and the City of Warrenville. The playground has been selected, and the review will move the project closer to bidding, which will provide firm pricing needed for budgeting purposes. No indications have been received that construction costs are rising significantly. The project includes a \$600,000 matching grant, and the overall estimated cost has been reduced from approximately \$1.3 million (including contingency) to a target closer to \$1.2 million as contingencies are refined. Final costs will be determined after the project is bid and a general contractor is selected.

Discussion and Approval of District Survey to Park District Team Members: President DiCianni stated that this item was postponed from past meetings because not all were present and if it is something that is purposeful to pursue. The Board discussed the potential use of a one-time, anonymous employee survey to gather internal feedback. The purpose of the survey would be to provide additional insight into employee perspectives, supplement existing management reviews, and support the Board's due diligence, while recognizing that the Board does not engage in day-to-day operations.

Discussion included concerns about how survey information could be used, legal considerations, and the distinction between Board oversight and management action. It was clarified that survey results would be provided to the Executive Director, who could address any actionable items, and that the survey is not intended to be a requirement for staff to complete or that this will be an annual requirement.

**MOTION: Commissioner Wilkie Motioned to Move Forward with a 2-Question Team Member Survey that Executive Director Tim Reinbold will solicit sent out to ALL Team Members. Seconded by Commissioner Machowski.**

**Roll Call Vote:**

**Commissioner Coons - Aye**

**Commissioner Wilkie - Aye**

**Commissioner Thornbury - Absent**

**Commissioner Machowski - Aye**

**President DiCianni - Aye**

**4-Ayes, 0-Nays, 1-Absent (Thornbury).**

**MOTION CARRIED.**

Executive Director Tim Reinbold stated that he would solicit Team Members with the Two-Question Survey and compile the information to be presented to the Board at the February Regular Meeting of the Board of Commissioners.



## **New Business:**

### Recreation Department Presentation – Dave Weiner, Athletics and Facility Supervisor:

The Athletic and Facilities Supervisor presented an overview of the athletic programming and facility operations, which are aligned with the Park District's mission, vision, and core values.

The presentation highlighted nearly 20 years of service, the breadth of programs offered (early childhood athletics, youth and adult leagues, pickleball, gymnastics, martial arts, swimming partnerships, open gyms, special events, and new programs), and strong community engagement. Youth basketball participation increased to seventeen (17) teams and one hundred fifty-six (156) players, supported by thirty-five (35) volunteer coaches.

Despite a temporary gym closure due to flooding, all programs continued without cancellation through use of alternative facilities and partnerships with neighboring districts. Athletic programming revenues averaged approximately \$195,000 over the past three years, representing a 77% increase compared to ten years ago.

Commissioners expressed appreciation for the quality, growth, and community impact of athletic programming and staff efforts. Commissioners offered comments recognizing the significant growth, improvement, and positive community impact of the Park District's athletic and youth programming, particularly basketball. Commissioners shared personal experiences with their families' participation and noted the transformation and continued expansion of programs over time. Commissioners emphasized the value of these programs in providing opportunities for children to learn, grow, and engage with the community, and encourage attendance at games to observe the impact firsthand.

2025 Year-End Video: Staff were also thanked for their collective efforts across all departments. A year-in-review video was acknowledged as a meaningful snapshot of the Park District's impact and a reflection of the dedication, teamwork, and contributions of all staff throughout the year. Appreciation was expressed for the extensive behind-the-scenes work and the positive effect staff have on the Warrenville community.

## **Officials & Staff Reports:**

President: **President DiCianni** reported that January has remained active following the conclusion of holiday programming. Recent events, including the open house, were noted, and staff are preparing for upcoming programs. Weather impacts have been minimal to date.

Appreciation was expressed for staff efforts, the recent recognition of employees, and anticipation of spring programming. Best wishes were extended for the New Year.

Commissioners: **Commissioner Coons** reported that she attended Breakfast with Santa, and the Dance Recital. She commented that Breakfast with Santa was enjoyable and engaging. She noted the exceptionally strong attendance at the Dance Recital, with the audience nearing full capacity, and with the second performance drawing more attendees than the first.

She expressed appreciation to staff for their efforts in delivering these programs and thanked them for their continued dedication and positive impact on the community throughout the year.

**Commissioner Wilkie** commented on the success of the **FitnessNOW** Open House event, noting that this brought in \$12,000 and stated that it was amazing! FitnessNOW staff was present, and it went very smoothly, with people signing up for programs, personal training, and Fitness Memberships.

Commissioner Wilkie stated that the Annual Employee Appreciation Party held at Roundhouse in Aurora was a great time.



He also noted that he is looking forward to attending the Soaring to New Heights Conference at the end of January. Both he and President DiCianni will be hosting some sessions.

Commissioner Wilkie stated that he has been visiting the different businesses in Warrenton, along with the 250<sup>th</sup> Anniversary of the signing of the Declaration of Independence, so he has been out in the community quite a bit. He noted that during these visits, business owners consistently expressed positive feedback regarding Executive Director Tim Reinbold, citing his strong reputation and the high regard in which he is held throughout the community. It is amazing to hear from so many people throughout the community.

**Commissioner Machowski** expressed appreciation for staff dedication and long hours, noting that much of the work performed by Park District staff occurs behind the scenes and is not always visible to the public. Regret was shared for being unable to attend the Annual Appreciation Dinner, along with gratitude for the opportunity to recognize staff efforts. Seeing what goes into everything is more grandiose than what the public sees.

Commissioner Machowski also noted the recent loss of a valued community member, shared information regarding related services, and expressed condolences, acknowledging the impact of the loss on the community.

**Executive Director:** **Executive Director Tim Reinbold** stated that the Soaring to New Heights Conference is quickly approaching; Information will be sent out to those attending the Friday Awards Luncheon with the table number(s), as well as the time and location to meet for dinner.

**Legislative Breakfast:** The Executive Director noted that if interested, an invitation was received to the next Legislative Breakfast, in Carol Stream on March the 6<sup>th</sup>, at 8:00 AM. He stated that there was no need to know now, but If Commissioners are interested in attending to please let him know. He explained that the District Representatives and Senators will also be attending and it is a good way to network and connect with them down there. The Executive Director is also planning to connect with the Districts Representatives at the Conference.

**Staff Reports:** The **Superintendent of Finance & Technology** reported that she met with all departments this week for the first round of budget discussions, noting that certain program needs and figures will require further review.

She explained, with the Athletic & Facility Supervisors' presentation alone, with all the programs, events, etc. that is needed with the year in review, there is a tremendous amount to budget, just to get to a point to present, is a lot of work.

The calendar year's payroll is completed and the W2's have been sent out.

**Office Manager, Michelle Savage,** reported that December concluded with a high volume of successful events, followed by a very active, yet well-managed, start to January. This included the open house, which saw strong attendance and positive patron interactions. Patrons were welcoming, engaged, and appreciative of staff support, and ongoing one-on-one interactions reinforced a sense of inclusion and hospitality. It was noted that the fitness center is experiencing increased usage, particularly among younger patrons, indicating engagement with new audiences.

Guest Services Staff also highlighted participation in multiple Special Events, including the Dance Show and Breakfast with Santa.



Appreciation expressed to Sheri Potter, Marketing & Community Engagement Manager, for highlighting the wide range of activities and events in which staff have participated, including efforts that may not always be readily remembered or visible. Appreciation was also extended to the Athletic & Facility Supervisor for his presentation, noting the value of showcasing staff contributions and providing insight into behind-the-scenes work that is not typically seen by the public.

**Marketing & Community Engagement Manager, Sheri Potter** acknowledges that the Winter Programming just started, but the Summer Camp Flyer is near completion. The content for the Summer Brochure is due at the end of the month.

Puzzle Palooza is next Friday, January 23<sup>rd</sup>, 2026 with forty-four (44) teams participating in putting together a puzzle with five hundred (500) pieces in two hours.

She expressed that she is looking forward to Conference and the District will have a Display centered around Summer Camp, "Under the Big Top" from last year. It will be on display on Thursday.

The **Superintendent of Recreation/Safety Coordinator** reported on the Family New Years Eve Party (one of his favorite events) at the Park District on December 31<sup>st</sup>, 2025 at 11:00 am. He explained that he had to oversee this event as the Marketing & Community Engagement Manager Sheri Potter was out of the office. He explained that this event was well attended with well over one hundred (100) participants and has been growing for each year.

He also reported the upcoming "Family Sock Hop" is scheduled for Friday, February 6<sup>th</sup>, registration is now open for this event.

The **Superintendent of Parks & Facilities** reported that December operations were successful despite unusually heavy snowfall, noting it was the most snow experienced in December since 1978. While the conditions created challenges, staff managed them effectively, and community appreciation was expressed. Recognition was given to park maintenance staff for their efforts in snow removal, cold weather response, and maintaining holiday lighting.

**CLOSED SESSION – 5 ILCS 120 2 (c) 1: The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individual who serve as independent contractors in a park, recreational, or educational settings, 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 Wilkie Moved to go into CLOSED SESSION – 5 ILCS 120 2 (c) 1 as stated. Seconded by Commissioner Coons.**

**Roll Call Vote:**

**Commissioner Coons - Aye**

**Commissioner Machowski - Aye**

**Commissioner Thornbury - Absent**

**Commissioner Wilkie - Aye**

**President DiCianni - Aye**

**4-Ayes, 0-Nays, 1-Absent (Thornbury).**

**MOTION CARRIED.**

**In CLOSED SESSION @ 6:11 pm**



RISE from CLOSED SESSION @ 6:18 pm

Back in Open Session Roll Call: Commissioner Coons - Present  
Commissioner Wilkie - Present  
Commissioner Thornbury - Absent  
Commissioner Machowski - Present  
President DiCianni - Present

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

Any Other Business That May Properly Come before the Board for Discussion Only: Executive Assistant/HR Manager Penny Thrawl reminded Commissioners it is that time again for everyone, including Board Members to complete the annual required Anti-Harassment Training, either through the State of Illinois or PDRMA (Park District Risk Management Agency). The Executive Assistant/HR Manager will email Commissioners the website and links to the Anti-Harassment trainings.

Adjournment: Commissioner Wilkie Moved to Adjourn. Seconded by Commissioner Coons.  
Voice Vote: 4-Ayes, 0-Nays, 1-Absent (Thornbury).  
MOTION CARRIED.

Board Meeting Adjourned at 6:18 PM

Approval

  
Denise DiCianni, Board President

2-19-26  
Date

  
Tim Reinbold, Board Secretary

2-19-26  
Date

Seal

