



**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 16<sup>th</sup>, 2025**

**Call to Order:**

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

**Pledge of Allegiance:**

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

*Others Present:*

Tim Reinbold, Executive Director/Board Secretary  
Penny Thrawl, Executive Assistant/HR Manager/Assistant Board Secretary  
Gregg Ireland, Superintendent of Parks & Facilities  
Linda Straka, Superintendent of Finance & Technology  
Matt Odom, Superintendent of Recreation/Safety Coordinator  
Dan Leahy, WDSRA Executive Director (Western DuPage Special Recreation Association)  
Jeanne Dina, Community Member  
Mike Fleury, Vice President of Speer Financial

**Approval of Regular Meeting Agenda of the Warrenville Park District Board of Commissioners for January 16<sup>th</sup>, 2025:**

**MOTION:** Commissioner Thornbury Moved to Approve the Regular Meeting Agenda of the Warrenville Park District Board of Commissioners for January 16<sup>th</sup>, 2025. Seconded by Commissioner Machowski.

**Roll Call Vote:**

Commissioner Machowski – Aye  
Commissioner Thornbury - Aye  
President DiCianni - Absent

Commissioner Coons - Aye  
Vice President Wilkie - Aye

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

**MOTION CARRIED.**

**Public Comment:** No public comments.

**Approval of Consent Agenda:**

Approval of the Regular Meeting Minutes of the Board of Park Commissioners for December 19<sup>th</sup>, 2024:

**MOTION: Commissioner Coons Moved to Approve of the Regular Meeting Minutes of the Board of Park Commissioners for December 19<sup>th</sup>, 2024. Seconded by Commissioner Thornbury.**

**Roll Call Vote:**

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

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

Approval of Closed Session Meeting Minutes of the Board of Park Commissioners – Semi-Annual Review of for December 19<sup>th</sup>, 2024:

**MOTION: Commissioner Thornbury Moved to Approve the Closed Session Meeting Minutes of the Board of Park Commissioners – Semi-Annual Review for December 19<sup>th</sup>, 2024. Seconded by Commissioner Machowski.**

**Roll Call Vote:**

Commissioner Thornbury - Aye                      Commissioner Machowski – Aye  
Commissioner Coons – Aye                      Vice President Wilkie - Aye  
President DiCianni - Absent

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

**Financial Reports:**

Approval of Financial Statement for the Period Ending December 31<sup>st</sup>, 2024:

**MOTION: Commissioner Thornbury moved to approve the Financial Statements for the Period Ending December 31<sup>st</sup>, 2024. Seconded by Commissioner Coons.**

**Roll Call Vote:**

Commissioner Coons - Aye                      Commissioner Thornbury – Aye  
Commissioner Machowski – Aye              Vice President Wilkie - Aye  
President DiCianni - Absent

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

Approval of Expenditure Report through December 31<sup>st</sup>, 2024 in the Amount of \$327,632.85:

**MOTION: Commissioner Thornbury moved to approve the Expenditure Report through December 31<sup>st</sup>, 2024 in the Amount of \$327,632.85. Seconded by Commissioner Machowski.**

**Roll Call Vote:**

Commissioner Coons - Aye                      Commissioner Thornbury – Aye  
Commissioner Machowski - Aye              Vice President Wilkie - Aye  
President DiCianni - Absent

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

### **Correspondence:**

PDRMA 2024 Risk Management Review Kickoff Process Incentive: The Executive Director explained that this is our last payment on finishing our 2024 District Goals through PDRMA. The District received \$500 as a financial incentive for successfully completing the Districts Risk Management Review and the agreed upon goals by December 1<sup>st</sup>, 2024.

Certificate of Appreciation for Outstanding Support of the United States Marine Corps Reserve Toys for Tots Program: The Executive Director explained that again, a certificate was received for the Districts support of the Toys for Tots Program. Executive Assistant Penny Thrawl was thanked for coordinating the program each year. He stated that the District held a number of different events, a Pop-Up Grinch photo op where a toy donation is requested that requests a toy donation to Toy's for Tots, along with promoting the donation of toys at other events and programs. Each year the District receives more donations than the year prior.

### **Old Business:**

Park OSLAD Update: The Executive Director explained that 100% of the paperwork has been completed for Cerny Park Phase I. The project is now out to bid, and on schedule to start in May of 2025.

He also explained that the District has been approved for the OSLAD Grant for Cerny Park Project - Phase II and could receive up to \$600,000 with the remainder of the cost being funded by the District. Once Phase II is complete, a total of 2.4 million dollars will be spent on the redesign of Cerny Park.

Commissioner Thornbury asked if a sand pit could be placed somewhere that is not close to the splash pad as this is a popular spot with the kids at other parks. The Executive Director stated that he has been advised that the sand would cause problems with the splash pad regardless of where it is located.

### **New Business:**

Executive Director Dan Leahy of Western DuPage Special Recreation Association (WDSRA) Annual Visit Presentation: The Executive Director introduced WDSRA Executive Director Dan Leahy who is here for their annual visit. Executive Director Dan Leahy stated that he enjoys going out to their nine-member districts to highlight the good work that WDSRA does, and how they collaborate with park districts.

He explained that every District is a little different with their programming amenities, sites, building, social clubs, etc. While the Inclusion requests are the most visible way for residents to see those that use WDSRA staff are those that are registering for class. He explained that WDSRA provides staff for special needs children or even the elderly that may need assistance with District programming. WDSRA provides staff, assistance and expertise to adapt that program and make it successful.

Executive Director Dan Leahy has always been amazing partners for WDSRA in regard to our foundation events; The Bash held in March, and WDSRA's golf outing each year in June. The awareness of District staff to be creative and think about where you can incorporate WDSRA staff to assist in making them part of the community; the Valentine's Dance, the Firecracker 5K, all the areas where we get to partner and be part of the Warrenville community.

WDSRA was happy to assist in helping the Warrenville Park District pursue its autism-friendly initiative. Fun things like the Rock and Roll Easter Egg Collaboration, our day program individuals helped the District fill thousands of eggs. Whether it is partners in education or health care, WDSRA will continue to branch out and share our expertise and gain from others to keep best practices for this population. Executive Director Dan Leahy stated that WDSRA's program registration was up 8% and park districts in general are just seeing rising numbers, which is great.

Executive Director Dan Leahy stated that he keeps hearing from the Executive Director and the Board is the District is challenged with their resources right now. Those inclusion requests keep growing 20%, 30% year over year. WDSRA Executive Director stated that he is always asked; what are the reasons for that. He does not know but explained that when you look at our partners in education and clinical settings and just the awareness now and the diagnosis of autism spectrum, that world just keeps getting bigger and bigger. WDSRA is being challenged to continue to serve that bigger population.

The annual report is always available online. The Warrenville Park District is always right where it is in terms of the population of the community and the overall percentage of our registrations. We do see a few more inclusion requests from Warrenville and think it is a testament to the quality of our programming. Specifically, more activity in the summer camps, which is extremely popular. From 2021-2022 to today, going from about 1,500 to 2,600 total inclusion requests across our nine member districts, 50% increase.

Executive Dan Leahy explained that the WDSRA Foundation is a big part of WDSRA does. He stated that WDSRA has a powerhouse on the nonprofit side, which helps fund their mission and do things that could not be done with tax dollars. One of those goals is their scholarship endowment fund, which indicates that \$50,000 was raised, this is kept with the DuPage Foundation. When the \$50,000 is met, funds are no longer put into the Scholarship Endowment Fund. He explained they then use the principal from this account to help fund our financial aid. The increase that we see in terms of financial assistance requests is especially prevalent in special needs worlds. So financial aid is at the heart of why the foundation exists.

Commissioner Thornbury asked if WDSRA Executive Director if he gets the sense of, with the increasing inclusion that the District is going to get to a point where the legislature may ask for .05 ¢ instead of .04 ¢? Director Dan Leahy explained that it's a question of whether you have facilities, parks and amenities that you have to make accessible, and we have programs that we have to make accessible, and inclusion serves that, but you don't want to do it at the cost of making the rest of the ecosystem as accessible as possible. It's about removing barriers either way, although he would be for increasing funding.

Commissioner Thornbury stated that the District is capped, there is only so much the District can levy, the District cannot just change that. It was asked what happens when we start maxing that out on a yearly basis? Or exceed that? The pie chart shows how we are outpacing these bigger communities. He mentioned that there may be staffing strategies that could be taken that would be non-traditional, but inclusive: one-on-one aids - Sometimes you do truly need one-on-one, but other times it is like fitness; there is personal training and group personal training. Maybe have a site supervisor that could oversee several children or individuals that need services instead of one-to-one, one-to-one times eight in that setting. Look at ratios, asking for more IEP (individual education program) or proof of diagnosis, and that says, well, this child has a problem following directions, it is a fine line. We try to serve. We don't put people through a lot of paces to serve them, but once we start serving, we observe, and our goal is to get people out of inclusion, which is kind of funny, but try to graduate them so that they can be part of the program without a special assistant.

Review and Approval of Ordinance 2025-01; An Ordinance Abating the Tax heretofore Levied for the Year 2024 to Pay Principal and Interest on \$520,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2020, of the Warrenville Park District, DuPage County, Illinois:

**MOTION: Commissioner Thornbury moved to Approve of Ordinance 2025-01; An Ordinance Abating the Tax heretofore Levied for the Year 2024 to Pay Principal and Interest on \$520,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2020, of the Warrenville Park District, DuPage County, Illinois. Seconded by Commissioner Machowski.**

**Roll Call Vote:**

Commissioner Thornbury - Aye  
Commissioner Coons - Aye  
President DiCianni - Absent

Vice President Wilkie - Aye  
Commissioner Machowski - Aye

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

Approval of Resolution 2025-02; A Resolution Approving the Affiliate Agreement with the Warrenville Athletic Association (WAA) and the Warrenville Park District:

**MOTION: Commissioner Thornbury moved to Approve Resolution 2025-02; A Resolution Approving the Affiliate Agreement with the Warrenville Athletic Association (WAA) and the Warrenville Park District. Seconded by Commissioner Machowski.**

Commissioner Thornbury stated that she called the Executive Director with a couple of typographical errors, and one content change.

Commissioner Thornbury did request for page 13, under S. Facility Use, 1, reads "*Subject to the provisions hereof, District owned and leased meeting rooms and sports fields, will be available for use for WAA at no charge when the WAA President or assigned designee is available to be in attendance as supervisor of the event or meeting.*" This implies that if the President or their designee wanted to show up to the games, they would not have to pay for the fields. By removing "*sports fields*" from that verbiage, the District would not have to worry about it.

On the last page, the charging amounts on the top and bottom do not match what the District is charging. This will need to be corrected so as the top and the bottom match.

Commissioner Thornbury stated that the change under S. Facility Use; "*Sports Field*" is to be removed from the WGSA Contract also.

**Roll Call Vote:**

Commissioner Coons - Aye  
Commissioner Machowski - Aye  
President DiCianni - Absent

Commissioner Thornbury – Aye  
Vice President Wilkie - Aye

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

Approval of Resolution 2025-03; A Resolution Approving the Affiliate Agreement with the Warrenville Girls Softball Association (WGSA) and the Warrenville Park District:

**MOTION: Commissioner Thornbury moved to Approve Resolution 2025-03; A Resolution Approving the Affiliate Agreement with the Warrenville Girls Softball Association (WGSA) and the Warrenville Park District. Seconded by Commissioner Coons.**

**Roll Call Vote:**

Commissioner Coons - Aye  
Commissioner Thornbury - Aye  
President DiCianni - Absent

Commissioner Machowski - Aye  
Vice President Wilkie - Aye

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

Speer Financial Presentation of Bond Sale Results: Mike Fleury from Speer Financial introduced himself to the Board and stated he is filling in for his colleague Aaron Gold to present the sale results of the Districts 2025 rollover bonds. Simply put, the purpose of the annual rollover bonds is to fill the district's non-referendum tax levying capacities as efficiently as possible with the proceeds being used for various capital projects in the District. These are the general obligation limited tax park bonds. He explained that "General Obligation" meant they are payable from a direct property tax levy. However, they are limited by the District's non-referendum levying capacity. The last time the district issued their rollover bonds was 2022 and just expired on December 15<sup>th</sup>, 2024.

The bonds were sold yesterday, January 15<sup>th</sup>, 2025 at a competitive sale where four (4) bids were received, with the lowest bid being a 3.56 % net interest rate from Time Bank, Park Ridge, Illinois. After receiving the bids, the bond issue size was increased by \$5,060 for a total issue size of \$371,640, which will fully optimize the District's debt service extension-based levy for the levy years 2024 through 2026. The bonds are scheduled to close in two (2) weeks on January 30<sup>th</sup>, 2025 and carry a final maturity date of December 15<sup>th</sup>, 2027.

The total net proceeds generated by that rollover bond process were up approximately \$24,000 or around 7% in comparison to the last rollover issue in 2022. Overall, we believe it was a successful sale of the bonds, and therefore recommend that the District's General Obligation Limited Tax Park Bonds, Series 2025, be awarded to Time Bank, Park Ridge, Illinois at the revised price of 371,640 at a net interest rate of 3.56%.

Consideration and action on Ordinance 2025-04; An ordinance providing for the issue of not to exceed \$450,000 General Obligation Limited Tax Park Bonds, Series 2025, of the District for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof:

**MOTION: Commissioner Thornbury moved to Approve Ordinance 2025-04; An ordinance providing for the issue of not to exceed \$450,000 General Obligation Limited Tax Park Bonds, Series 2025, of the District for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof. Seconded by Commissioner Coons.**

**Roll Call Vote:**

**Commissioner Coons - Aye**

**Commissioner Machowski - Aye**

**Vice President Wilkie - Aye**

**President DiCianni - Absent**

**Commissioner Thornbury - Abstain**

**3-Ayes, 0-Nays, 1-Abstain (Thornbury), 1-Absent (DiCianni)**

**MOTION CARRIED.**

Approval of Districts ADA (Americans with Disabilities Act) Transition Plan:

**MOTION: Commissioner Thornbury moved to Approve the Districts ADA (Americans with Disabilities Act) Transition Plan. Seconded by Commissioner Coons.**

Commissioner Thornbury asked the Executive Director to explain what the ADA Transition Plan is, its purpose and next steps.

The Executive Director reminded Commissioners that the ADA Transition Plan was handed out in October when Mark Trieglaff, ACT Services, Inc. presented his findings with the Board; areas that are needed to be addressed; along with an allocated dollar amount associated with the repair.

The Executive Director further explained the steps necessary to comply with the Americans with Disabilities Act (ADA). The Transition Plan identifies: 1) the physical obstacles at District facilities that limit the accessibility to its programs and activities; 2) methods to make the facilities accessible; 3) a schedule for taking steps necessary to achieve compliance with the ADA; and 4) staff members responsible for implementation of the Transition Plan. It is then determined if the cost or method needed to implement the necessary compliance and is categorized into short-term, mid-term or a long-term goal of the District which is then incorporated into the fiscal year budgets and future Master Plans of the District.

**Roll Call Vote:**

**Commissioner Machowski - Aye**

**Commissioner Thornbury - Aye**

**Commissioner Coons - Aye**

**Vice President Wilkie - Aye**

**President DiCianni - Absent**

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

**MOTION CARRIED.**

Board Member Attendance at WDSRA's "The Bash" Fund Raiser, March 1<sup>st</sup>, 2025: Commissioner Wilkie noted that he normally attends and would be honored to be there. The Executive Director is to contact President DiCianni regarding her attending.

2024 Year End Review Video: The Marketing & Community Engagement Manager Sheri Potter showed the 2024 Year End Review Video with all the different programming and events held throughout the year.

**Officials & Staff Reports**

Vice President: **Vice-President Wilkie** is looking forward to the IAPD/IPRA Soaring to New Heights Conference coming up.

Vice President Wilkie also stated that he attended the Employee Appreciation Dinner at Uncle Julio's in Naperville. It was a great setup, a wonderful time, great food and lots of conversations.

He also stated that he, his wife and son briefly happened to go to the "Family New Year's Eve" here at the District as they were signing up for their memberships during the FitnessNOW Open House. It looked like the kids were having fun as well as the parents.

Vice President Wilkie would like to propose to the Board is that Mayor Brummel, this is his last term and will be leaving. He has worked well with the District over the years and would like to propose having a proclamation or something similar, to recognize that the last two (2) decades have been good, and we appreciate all he has done for the District, the city and the community. It was the consensus of the Board to move forward in scheduling this at an upcoming Board meeting.

Vice President Wilkie also reported that he was asked and accepted a seat on the IAPD/IPRA Program Committee for the Soaring to New Heights Conference. He hopes that Commissioners and staff attend those programs that he will be overseeing.

Commissioners: **Commissioner Thornbury** reported that a phone call was received regarding over salting the sidewalks. She explained to the caller that it is a liability issue, and the District does not want anybody tripping or slipping on patches of ice and stated that staff are doing an amazing job in keeping the sidewalks and parking lot clear of ice and snow. She stated that she also received a phone call last week about the Public Works under salting at the tavern. She stated that she is very appreciative of a little extra salt. The Superintendent of Parks & Facilities stated that the District also battles with the salt indoors; floors, equipment, carpets, etc.

**Commissioner Coons** thanked the Parks Department for being out there clearing the snow at District facilities, parks, parking lots, sidewalks, etc.

Commissioner Coons stated that she also attended the Employee Appreciation Dinner at Uncle Julio's in Naperville. It was very well and there was a nice turnout. Thank you to those that were involved in putting it together. She cannot wait to see what the District does in 2025, it is going to be a fun, fun year.

Executive Director: The **Executive Director Reinbold** noted that Commissioner Thornbury spoke to him about a class action lawsuit, a Visa/MasterCard class action lawsuit. District information was submitted for this, although he has not heard back as of date.

The District hosted a Job Fair last week and had ten (10) to fifteen (15) people come through. It was open to the public and any type of vendors that were looking to come in and do work for us. A Camp Counselor was hired and others interested patrons from athletics to fitness. Also, someone that is currently in college and looking at helping, potentially in marketing. It was an open environment and a great event.

The Executive Director stated that next week the Executive Assistant/HR Manager will be sending out an email with the link to the **required annual** harassment training for Commissioners. The Distinguished Agency Accreditation also requires the District to show proof of completing the training, as well as conducting the Executive Directors annual evaluation. The evaluation form will also be emailed to Commissioners.

The Executive Director noted that the DA process has started internally. A meeting on Wednesday of next week is scheduled for DA accredited agencies and new proposals and reviews that will be coming out for us next year. We will be assigned a mentor here in the next month or so, and will be ready. A year from now, we will be done with our review and January 2026 will be on stage receiving accreditation again.

He explained that he will be at the Soaring to New Heights Conference next week and if anything is needed, please call his cell, he will also have his laptop.

Department Heads: **Superintendent of Finance & Technology** reported that the first draft of the budget is completed and are now in the process of meeting with the Managers and Supervisors to go over everything. The budget is then revised and keeps moving forward. The budget will then be presented to the Board for revision and/or approval.

She explained that in speaking with Aaron Gold, the Districts Speer Financial Representative, he was happy and was little bit surprised that the District did well.



**Superintendent of Parks & Facilities** stated that from December 1<sup>st</sup> to date and with the snow in the last two weeks, we are making up with in the use of our salting.

He explained that during the winter, Parks staff go room to room to repair and paint where it is needed. This spring, the Recreation Center Gym will be painted, which could be challenging with the equipment maintenance that is done during the same time that we begin to set up for the spring season. It normally is an active period for the Parks Department and believes it will stay busy for the next several months.

**Superintendent of Recreation/Safety Coordinator** stated he wanted to highlight the **FitnessNOW** Open House. He stated that five (5) years ago he was attending his 1<sup>st</sup> Open and generated \$6,000 to \$7,000 in revenue. This year, \$18,000 in revenue and sixty (60) new memberships from the Open House.

**Marketing & Community Engagement Manager** reported that the 1<sup>st</sup> Adult Puzzle Palooza for the season is tomorrow night and is sold out with forty (40) teams registered. Forty (40) tables are all that can fit comfortably.

It was also reported that the District's Citizens Advisory Network (CAN), met for the second time and offered wonderful feedback on the Districts fall events and reviewed some of the spring events that are coming up. The members have said "they are the eyes and ears of the Park District" they start conversations with others, attend District programs and events, talk to parents when in line, have conversations, and bring back the information. The goal is to build strong and diverse relationships within the community and create mutually beneficial dialogue. Meetings are held quarterly with predetermined questions to guide discussion and conversation.

The Executive Director explained and gave examples that this group brought back ideas for Senior Lunch options, and the Daddy Daughter Dance. One comment was regarding senior lunch, to offer an alternative meal if patron does not eat a type of food.

Another example, which has been discussed by the Board, the Daddy Daughter Dance. To change the name to be more inclusive, where anyone can attend. This year the District is transitioning from Daddy-Daughter to including the whole family with Sweetheart Family Dinner & Dance. It is open to dads, moms, grandparents, uncles, aunts, whoever wants to come. One individual that attended the meeting stated that her husband and his friends would not be attending this year as the Daddy-Daughter Dance was a special night for dads and daughters to go. Another stated that her husband and daughter were going but they liked that it was open and available for anyone. It was a very cordial and respectful conversation; both had their opinions. This is the feedback that the Marketing & Community Engagement Manager will be sharing with you.

The Marketing & Community Engagement Manager stated that an announcement of the launch of available sensory bags with the inclusion of numerous fidget toys to check out will be announced in the Summer Brochure. The bags (6) are currently available (6) to check out at Guest Services Desks .

**Any Other Business That May Properly Come before the Board for Discussion Only: None.**

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

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

MOTION CARRIED.

Adjourned at 7:34 pm

Approval

 2-20-25  
Denise DiCianni, President      Date

 2-20-25  
Tim Reinbold, Board Secretary      Date

Seal



