

CITY OF WARRENVILLE
CITY/PARK DISTRICT TASK FORCE
Minutes of the Regular Meeting
Held on Tuesday, September 19, 2017
At the Warrenville City Hall Council Chambers
28W701 Stafford Place

I. CALL TO ORDER:

City of Warrenville Alderman Stu Aschauer called the meeting to order at 5:30 p.m.

II. ROLL CALL:

Present: City of Warrenville Alderman Stu Aschauer, Warrenville Park District Commissioner Barbara Thornbury and Commissioner Nicole Prater

Also Present: Park District Executive Director Tim Reinbold, City Administrator John Coakley, City of Warrenville Mayor David Brummel, and Deputy City Clerk Alma Morgan

III. APPROVAL OF MINUTES:

1. Approval of Minutes of Regular Meeting Held on December 6, 2016.

MOTION: Commissioner Thornbury moved to approve the Minutes of the Regular Meeting held on July 15, 2008. Seconded by Commissioner Prater.

ALL IN FAVOR. MOTION CARRIES.

IV. BUSINESS OF MEETING:

A. Discussion of Status of Transfer of City-owned Plum Path Park to the Park District:

City Administrator Coakley stated that due to other City priorities, the transfer of this park has been delayed. Discussion ensued regarding the Park District's plans to complete a phase one environmental study of the park. CA Coakley stated that Justyn Miller, Public Works Management Analyst, has been tasked with coordinating the transfer of this park from the City to the Park District and to ensure there are no outstanding easements, etc. The intent is to complete the transfer by the end of this year.

B. Discussion of Status of Transfer of City-owned Harding Field to the Park District:

City Administrator Coakley stated that the transfer of Harding Field is more complicated due to the wetlands that are part of the Public Works garage detention area. CA Coakley stated that the City recently hired a new law firm and the new firm will be reviewing this transfer. The intent is to have this one worked on next year.

C. Discussion of Possible Intergovernmental Agreement re Summer Daze and Holly Days:

City Administrator Coakley stated that he and Executive Director Tim Reinbold have discussed development of an intergovernmental agreement between the Park District and

the City to document responsibilities that each entity has in regards to planning and executing co-sponsored events such as Summer Daze and Holly Days.

Discussion ensued regarding not making the agreement too formal, but all parties present were in agreement that something should be developed to help clearly define roles and responsibilities.

EA Reinbold agreed to request that the Park District attorney draft a preliminary agreement and he will then send it to CA Coakley for further review.

D. Discussion of Disaster Planning:

Commissioner Thornbury stated that she believed the Park District is designated as an emergency shelter and voiced her concerns that the Park District does not have a backup generator, staff do not know who to call or who is in charge in the event of an emergency situation. She stated that Fire, EMA, Police, Park, and Library staff should all know what their roles are in the event of a disaster or emergency situation, and what to say to the media if approached.

Discussion ensued regarding various potential scenarios, who would respond, and what measures are currently in place. Also discussed was communication procedures between intergovernmental bodies and communications to the public in general. CA Coakley replied that the City's police and its Emergency Management Agency (EMA) would respond to local emergencies, along with Fire District personnel. Depending on the type and level of the emergency or disaster, measures are in place to ask for mutual aid from surrounding communities and agencies.

CA Coakley stated that if the Park District did not have power, it would not be used as an emergency shelter. The City has Red Cross designated shelters that would be activated. Much of this information is available on the City's, State, and Federal Emergency Management Agency (FEMA) websites. He stated that ultimately, the police and fire personnel make decisions in these types of scenarios and Mayor and CA Coakley are the public spokespersons. CA Coakley will work directly with ED Reinbold to ensure the Park District is informed of what their role would be in any type of situation. Consensus was to include EMA preparedness tips and trainings in upcoming City newsletters, on Facebook, and announcements during Council meetings.

The next meeting of the City/Park District Task Force will be held at the Park District on March 13, 2018, at 5:30 p.m.

V. NEW BUSINESS:

None.

VI. AUDIENCE PARTICIPATION:

None.

VII. CLOSED SESSION:

None.

VIII. ADJOURNMENT:

MOTION: Commissioner Prater moved to adjourn. Seconded by Commissioner Thornbury.

ALL IN FAVOR. MOTION CARRIED.

Meeting adjourned at 6:12 p.m.

Respectfully prepared and submitted by Alma Morgan, City of Warrenville Deputy Clerk.

Approval

_____/_____
Date

_____/_____
Date