

MINUTES OF THE REGULAR MEETING  
THE MEDINAH PARK DISTRICT, DUPAGE COUNTY, ILLINOIS  
MARCH 15, 2023

The Regular Meeting of the Board of Commissioners of the Medinah Park District, DuPage County, Illinois was held on Wednesday, March 15, 2023 at the Connolly Recreation Center, located at 22W130 Thorndale Avenue, Medinah, Illinois.

The meeting was called to order at 7:02 PM by President Jean Ott.

President Ott led the Pledge of Allegiance.

Roll Call was taken showing the following members present:

Commissioners Present: Jean Ott, President; Maryann Grygiel, Vice President; Irene Jarocinski, Commissioner; Russell Bean, Commissioner

Commissioner Absent: John Blankenship, Treasurer

Also Present: Bruce Baum, Executive Director/Secretary; Vincent DeGrado, Superintendent of Parks; Frank Wendling, Supt. of Recreation; Maria Piworski, Supt. of Finance/HR

General Public: None

Commissioner Ott recognized a quorum.

Commissioner Ott asked if there were any additions or corrections to the Agenda. It was moved by Commissioner Bean and seconded by Commissioner Jarocinski to approve the Agenda as presented. Commissioner Ott asked for discussion. There was none.

**ROLL CALL VOTE:**

Aye: Jean Ott, Maryann Grygiel, Russell Bean, Irene Jarocinski  
Nay: None  
Absent: John Blankenship  
Motion Carried.

It was moved by Commissioner Bean and seconded by Commissioner Grygiel to approve the Regular Meeting Minutes of February 22, 2023 as presented. Commissioner Ott asked for discussion. There was none.

**ROLL CALL VOTE:**

Aye: Maryann Grygiel, Russell Bean, Irene Jarocinski, Jean Ott  
Nay: None  
Absent: John Blankenship  
Motion Carried.

Call to Order

Pledge of Allegiance

Roll Call

Approval of Agenda

Approval of February  
22, 2023 Regular  
Meeting Minutes

It was moved by Commissioner Grygiel and seconded by Commissioner Ott to accept the Executive Session Meeting Minutes of February 22, 2023 as amended. Commissioner Ott asked for discussion. There was none.

ROLL CALL VOTE:

Aye: Russell Bean, Irene Jarocinski, Jean Ott, Maryann Grygiel  
Nay: None  
Absent: John Blankenship  
Motion Carried.

It was moved by Commissioner Bean and seconded by Commissioner Ott to approve the payment of disbursements for past and future bills as presented. Commissioner Ott asked for discussion. Commissioners had questions regarding bill #5276 (REACT), #5295 (Innovative Arts), #5296 (Innovative Arts), #5281, 5282 and 5283 (soccer photo reimbursement checks) and 2 checks (#5284, 5285) for marketing coordinator Donaldson.

ROLL CALL VOTE:

Aye: Russell Bean, Irene Jarocinski, Jean Ott, Maryann Grygiel  
Nay: None  
Absent: John Blankenship  
Motion Carried.

It was moved by Commissioner Bean and seconded by Commissioner Grygiel to approve the payment for disbursements for payroll for the month ending February 28, 2023. Commissioner Ott asked for discussion. There was none.

ROLL CALL VOTE:

Aye: Jean Ott, Maryann Grygiel, Russell Bean  
Nay: Irene Jarocinski  
Absent: John Blankenship  
Motion Carried.

The Park District's Treasurer's Report for the date (month) ending February 28, 2023 was acknowledged and read by Vice-President Grygiel. The monthly Treasurer's Report will be placed on file for future auditing purposes.

Commissioner Grygiel asked about the repair of the hydraulic post hole attachment for the tractor. Repairs made by local company. Will be used to dig holes for new signs. Commissioner Ott asked about the same repair and if we were holding onto the equipment.

Commissioner Grygiel commented on the Mother/Son bingo event. Commissioner Ott commented on District rental activity. She asked if the District had moved forward with offering renters the use of alcohol within their rental applications. Director Baum responded that the District has not moved forward at this time. Would it be a benefit to the District for certain rentals?

Approval of February 22, 2023 Executive Session Meeting Minutes

Approval of Disbursement – Past and Future Bills

Approval of Disbursements – Payroll ending Feb. 28, 2023

Treasurer's Report: February, 2023

Staff Reports  
Parks/Maintenance

Recreation Report

Commissioner Ott commented on a typo in Supt. Piworski's report. She also asked about the training related to FOIA and OMA training by staff. Director Baum reminded commissioners about the audit letters sent to each of them about return to Sikich.

Finance/Business Report

Commissioner Jarocinski asked about the working hours of Safety Coordinator Goode. Commissioner Ott commented on Goode's meetings with PDRMA rep Peterson. Work continues on combination of employee manuals within the Early Childhood and Camp segments of our offerings.

Risk Management Report

No Report was provided. Attorney not in attendance.

Attorney Report

Staff reported on a note from a recent renter thanking the District for allowing her to host her 70<sup>th</sup> birthday party at the Rec Center. Commissioner Jarocinski received comments related to fallen trees at Manary Park. Commissioner Ott referenced comments received on the Commissioner email address (MPDCares) and wanted to make sure all commissioners received the information from Director Baum. Commissioner Ott responded accordingly to the citizen. She had concerns related to the mechanism surrounding a proper response (personal device vs. District device).

Written/Verbal Communications from Public to Staff/Commissioners

Director Baum highlighted a few NEDSRA activities in his report.

Director's Report - Notes  
NEDSRA

Director Baum stated in his report that the 2023 Budget & Appropriation was filed with DuPage County on March 7th, 2023.

2023 Budget & Appropriation Filing with DuPage County

Director Baum stated that Statements of Economic Interest are due by May 1. These forms must be completed (via website or mail and returned to the County Clerk's Office) no later than May 1, 2023.

Statements of Economic Interest

Director Baum mentioned in his report a number of items that will be on the agenda for the upcoming April, 2023 Board Meeting to include first quarter Metra parking revenues and Executive Session review of past Executive Session minutes.

April, 2023 Board Meeting agenda items.

Director Baum stated in report that our 3 year electricity agreement with Mid American Energy will lapse in June. He is working with our vendor rep to attain rates for a new 3 year agreement in the coming months.

Electricity Contract Extension

There were a number of discussion points related to the monthly Activity Report. Commissioner Bean commented on a plan for enhancement of landscaping at all park sites. He mentioned that with the new park signs coming soon, there will be a need for some landscaping of the new sign area, location of signs and how we might use the old signs being taken down. Commissioner Grygiel commented on sign sponsorship or Adopt a sign program.

Activity/Project Log

Director Baum updated the Commissioners on the timeline related to website development. Commissioner Grygiel asked for an update.

Items for Discussion  
MPD Website Timeline

Commissioner Bean asked about the timeline related to the Professional Services agreement and dates that could extend into the 2024 fiscal year for completion. Commissioner Ott asked about a resident response meeting for Goodenough Park equipment.

Goodenough Park  
Playground Project

Commissioner Bean provided the commissioners with an optional new version of the vision statement that was previously discussed in March. It was determined that a resolution would be prepared for the April meeting to finalize authorization of the Vision Statement.

Vision Statement  
Discussion

President Ott and Director Baum will be attending the annual IAPD Legislative Conference in Springfield on May 2&3, 2023. Director Baum inquired about interest from other Commissioners to attend providing a deadline of March 20 for a response.

IAPD Legislative  
Conference

President Ott mentioned that the Hoffmann Estates Park District is planning to include the NFC Fitness Court in their upcoming OSLAD project. Are there comparables that we can find from the plans they have? Design drawings were provided in the packets. This is info that will be included in our initial permit meeting with the County. There is additional park property to the far west of the south Thorndale lot that goes into the tree line.

OSLAD Update

Commissioner Ott reminded commissioners that Attorney Mraz is planning on retiring at the end of the current MPD fiscal year. She is hoping that we can begin the RFP process to attain a new law firm by June/July of 2023 with hopes of contracting a new firm by late summer/early fall.

Future RFP for Legal  
Services

Director Baum updated the Board on the I.T. RFP process. We have a very good RFP template from the Wheaton Park District. A number of months will most likely be needed to finalize this process. A mid-year RFP is preferable.

Future RFP for I.T.  
Services

There was no general discussion related to this report information.

Future RFP for South  
Thorndale Lot Project

There was no old/unfinished business before the Board of Commissioners.

Old Business/Action  
Items

There were no citizen comments.

Citizen Comments

It was moved by Commissioner Grygiel and seconded by Commissioner Ott to approve Resolution 23-5, a resolution approving an Agreement between the Medinah Park District and Flood Brothers Disposal and Recycling Services, Inc. Commissioner Ott asked for discussion. Commissioner Jarocinski asked about a smaller dumpster at times of the year.

**ROLL CALL VOTE:**

Aye: Jean Ott, Maryann Grygiel, Russell Bean, Irene Jarocinski  
Nay: None  
Absent: John Blankenship  
Motion Carried.

It was moved by Commissioner Bean and seconded by Commissioner Grygiel to approve Resolution 23-6, a resolution approving an agreement between the Medinah Park District and Design Perspectives, Inc. for professional services for the Goodenough Park Playground Re-development project. President Ott asked for discussion. Commissioner Ott asked about possible additional work and the hourly wages charged by Design Perspectives.

**ROLL CALL VOTE:**

Aye: Maryann Grygiel, Russell Bean, Irene Jarocinski, Jean Ott  
Nay: None  
Absent: John Blankenship  
Motion Carried.

It was moved by Commissioner Bean and seconded by Commissioner Ott to approve Resolution 23-7 as amended (see below), a resolution approving an Independent Contractor Agreement between the Medinah Park District and Joseph Donaldson for marketing services for the 2023 fiscal year starting March 15, 2023 to not exceed \$10,000.00. President Ott asked for discussion. Make sure additional responsibility be included and that the contract actually begins with a March 15, 2023 date as amended for the motion. It is important that this position aid in the NFC Fitness Court story.

**ROLL CALL VOTE:**

Aye: Russell Bean, Jean Ott, Maryann Grygiel  
Nay: Irene Jarocinski  
Absent: John Blankenship  
Motion Carried.

It was moved by Commissioner Grygiel and seconded by Commissioner Ott to approve the Final Payout in the amount of \$7,110.50 to Chicagoland Paving Contractors, Inc. for asphalt work completed on the Metra West Parking Lot and Manary Park Entrance Lane. President Ott asked for discussion. Commissioner Grygiel asked if this had anything to do with the Manary Park parking lot area. It does not.

**ROLL CALL VOTE:**

Aye: Russell Bean, Irene Jarocinski, Jean Ott, Maryann Grygiel  
Nay: None  
Absent: John Blankenship  
Motion Carried.

New Business:  
Resolution 23-5: Flood  
Brothers Disposal  
Agreement

Resolution 23-6:  
Goodenough Park  
Professional Services

Resolution 23-7:  
Marketing Services  
Independent Contractor  
Agreement

Final Payout: Metra  
West/Manary Park  
asphalt project

Commissioner Jarocinski commented on a downed tree at Manary Park. Commissioner Grygiel commented on Innovative Arts and their billing related to work with Club Kindergarten, etc. Program registration fees pay for these services.

There was no Other Business before the Board of Commissioners.

It was moved by Commissioner Jarocinski and seconded by Commissioner Bean to adjourn the regular meeting of the Board of Commissioners of March 15, 2023 at 8:58pm. Commissioner Ott asked for discussion. There was none.

**ALL IN FAVOR:**

Ayes: Irene Jarocinski, Jean Ott, Maryann Grygiel, Russell Bean (4)

Nays: 0 nays

Absent: John Blankenship

Motion Carried.

Respectfully submitted,

Bruce E. Baum, Secretary

\_\_\_\_\_  
Secretary

Date \_\_\_\_\_

\_\_\_\_\_  
President – Board of Commissioners

Commissioner  
Comments:

Other Business:

Adjournment

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