

MINUTES OF THE REGULAR MEETING  
THE MEDINAH PARK DISTRICT, DUPAGE COUNTY, ILLINOIS  
OCTOBER 18, 2023

The Regular Meeting of the Board of Commissioners of the Medinah Park District, DuPage County, Illinois was held on Wednesday, October 18, 2023 at the Park District's Connolly Recreation Center located at 22W130 Thorndale Avenue, Medinah, Illinois.

The Pledge of Allegiance was led by President Ott.

Pledge of Allegiance

The meeting was called to order at 7:00 PM by President Jean Ott.

Call to Order

Roll Call was taken showing the following members present:

Roll Call

Commissioners: Jean Ott, President; Maryann Grygiel, Vice President;  
John Blankenship, Commissioner (via electronic);  
Russell Bean, Commissioner; Irene Jarocinski, Treasurer

Commissioners absent: None

Also Present: Bruce Baum, Executive Director/Secretary  
Maria Piworski, Supt. of Finance/HR  
Vince DeGrado, Supt. of Parks  
Jim Huetson, Supt. of Recreation

General Public: Steve Talaga, Steve Johnson, Adam Greenacher,  
Jerry Tipperreiter, Joe Furlong, Chip Pendowski,  
Zula Pendowski

President Ott recognized a quorum.

Commissioner Ott asked if there were any additions, corrections or deletions to the Agenda. Troop 95 presentation was moved up in the agenda. It was moved by Commissioner Bean and seconded by Commissioner Grygiel to approve the Agenda as amended. Commissioner Ott asked for discussion. There was none.

Approval of Agenda

ROLL CALL VOTE:

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

It was moved by Commissioner Grygiel and seconded by Commissioner Bean to approve the Regular Meeting Minutes of September 20, 2023 as presented. Commissioner Ott asked for discussion. There was none.

Regular Meeting  
Minutes-September 20,  
2023

ROLL CALL VOTE:

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

It was moved by Commissioner Ott and seconded by Commissioner Jarocinski to approve the Executive Session Meeting Minutes of August 16, 2023 as presented. Commissioner Ott asked for discussion. There was none.

**ROLL CALL VOTE:**

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

It was moved by Commissioner Bean and seconded by Commissioner Ott to approve the payment of disbursements of past and future bills as presented. Commissioner Ott asked for discussion. Commissioner Ott questioned a billing invoice from Mraz & Assoc. Board asked Director Baum to communicate with Mraz & Assoc. on same.

**ROLL CALL VOTE:**

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

It was moved by Commissioner Bean and seconded by Commissioner Grygiel to approve the payment of disbursements for payroll for the month ending September 30, 2023. Commissioner Ott asked for discussion. There was none.

**ROLL CALL VOTE:**

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

The Treasurer's Report was given by Treasurer Jarocinski. The report will be filed for future auditing purposes.

Representatives of Medinah Boy Scout Troop 95 came before the Board of Commissioners seeking the Park District's willingness to take on Charter Organization responsibilities for Medinah Cub Pack 11 and a new Troop 95 Girl Scout section within the Troop. The Board of Commissioners was receptive to these requests and provided an opportunity for the scouting organization to provide necessary documentation and insurance coverage information that could be brought before the Board at a future meeting for Resolution approval. A future date will be determined for same.

The Park Maintenance Report has been filed by Supt. DeGrado and is part of the Board Meeting File Report. Discussion related to Harvest Fest and replacement of the Maintenance Garage front overhead door took place. The District received 2 quotes. There is money set aside in the 2023 budget for this replacement.

Approval of Executive Session Meeting Minutes – August 16, 2023

Approval of Disbursements of Past and Future Bills for Payment

Approval of Disbursements for Payroll –month ending September 30, 2023

Treasurer's Report – September 30, 2023

Scouting Presentation by Medinah Scout Troop 95

STAFF REPORTS:  
Maintenance Report

<p>The Recreation Report has been filed by Supt. Huetsen and is part of the Board Meeting File Report. Discussion related to Harvest Fest, programming numbers, the Rec Center gym floor, facility rental procedures, Halloween Happenings, volunteer help with Early Childhood program staff and various staff recruitment/retention benefit options took place.</p>	<p>Recreation Report</p>
<p>The Finance/HR Report has been filed by Supt. Piworski and is part of the Board Meeting File Report. Discussion surrounding the annual estimated levy figures took place.</p>	<p>Finance/HR Report</p>
<p>The Safety/Risk Management Report has been filed by Safety Coordinator Goode and is part of the Board Meeting File Report. Discussion related to the annual Fire Drill with Roselle Fire Department and recommendations coming out of that event took place.</p>	<p>Safety Report</p>
<p>There was no Report. Attorney Mraz was not in attendance at the meeting.</p>	<p>Attorney's Report</p>
<p>Director Baum mentioned a communication with the Felcan family related to finalization of a posted plaque/sign in conjunction with the resolution wording from many years ago. Commissioner Jarocinski mentioned speaking to a citizen who had concerns with the location of the outdoor Fitness Court.</p>	<p><u>Written and Verbal Communication from Citizens to Board/Staff</u></p>
<p>Commissioner Jarocinski asked about required insurances for renters of our facilities. Commissioner Ott asked if L6 has begun the I.T. assessment. She asked if there was any updates on the discussion with Metra regarding our leases. She thanked Commissioner Grygiel for her work in attaining various raffle prizes for Harvest Fest.</p>	<p><u>Commissioner Comments</u></p>
<p>There were no citizen comments to the Board.</p>	<p><u>Citizen Comments</u></p>
<p>Director Baum reported on NEDSRA events and trustee meetings. NEDSRA's annual holiday event will come later. Those interested in attending the RISE award event taking place on November 3 need to get back to Director Baum ASAP.</p>	<p><u>Director's Report:</u> <u>Notes:</u> NEDSRA</p>
<p>The staff is presently working on the 2024 fiscal year budget. Information is being entered into the BSA financial software by all department heads. The first draft, a rough preliminary analysis, will be presented at the November meeting for general comments. The second DRAFT of the 2024 budget to the Board will be presented at the December 20, 2023 board meeting with a third and final draft provided in early January. The Levy Ordinance will be presented at the November Board meeting for approval.</p>	<p>Annual Budget Process</p>
<p>The Tax Levy Ordinance, the 2024 Board Meeting schedule and the 1<sup>st</sup> draft of the 2024 fiscal budget will be on the agenda for the November Board meeting.</p>	<p>November, 2023 Agenda Items:</p>
<p>The IAPD/IPRA annual conference is scheduled for January 25-27, 2024 at the Hyatt Regency in Chicago. Those who have already responded have lodging already taken care of. Conference registration will follow in late November.</p>	<p>IPRA/IAPD Annual Conference</p>

<p>Director Baum provided the Board with an update on the timeline related to getting the new website on line and running. We still have a few hoops to jump through related to domain transfers before we can go live with the new site.</p>	<p>Website Design Update</p>
<p>Director Baum reported on the monthly update on the Activity/Project Log Tracking Log.</p>	<p>Activity/Project Log Update</p>
<p>The 3<sup>rd</sup> quarter Metra west parking lot was presented to the Board. Director Baum highlighted some figures associated with the report. Numbers are steadily improving on a monthly basis. Board members need to realize that our long term lease with Metra outlines setting aside of capital dollars on a yearly basis. Presently, our revenues are not meeting the capital expense dollars that are required to be set aside. Should this scenario continue, a decision may need to be made on our future partnership with Metra.</p>	<p><u>Items for Discussion:</u> Commuter Parking Lot Report – 3<sup>rd</sup> quarter, 2023</p>
<p>Staff reviewed the Estimated Levy with the Board of Commissioners. The District is estimating a levy amount of \$1,390,229.00 in tax revenues for the 2024 fiscal year. The actual levy will be presented at the November meeting for approval.</p>	<p>Estimate of Taxes to be Levied</p>
<p>Director Baum updated the Board on the final outcome of the Legal Firm search. Ancel Glink and the Park District will be finalizing agreement paperwork with approval later this evening on the firm becoming the District’s new legal representative as of January 1, 2024.</p>	<p>Legal Firm Search Update</p>
<p>Director Baum updated the Board on the Goodenough Park playground project. The equipment is presently stored on site at the maintenance compound and we are finalizing necessary documents to attain our permit through DuPage County.</p>	<p>Goodenough Park Project Update</p>
<p>A quick discussion took place related to a possible Commissioner/Staff event again in 2023/24 during the holiday period. A date of December 6 was discussed with the event being in conjunction with Director Baum’s retirement party.</p>	<p>Annual Commissioner Event</p>
<p>There was no Old Business before the Board of Commissioners.</p>	<p><u>Old Business</u></p>
<p>It was moved by Commissioner Bean and seconded by Commissioner Grygiel to approve Resolution 23-24, a resolution approving a professional services agreement between the Medinah Park District and Ancel Glink for legal representation services.</p>	<p><u>New Business</u> <u>Resolution 23-24:</u> <u>Legal Services</u></p>
<p>ROLL CALL VOTE: Aye: Jean Ott, Maryann Grygiel, John Blankenship, Russell Bean, Irene Jarocinski Nay: None Absent: None Motion Carried.</p>	

<p>It was moved by Commissioner Grygiel and seconded by Commissioner Ott to approve Payout #2 (final) to Innovation Landscape, Inc. for work accomplished and completed, per specifications of the Outdoor Fitness Court project.</p> <p>ROLL CALL VOTE: Aye: Maryann Grygiel, John Blankenship, Russell Bean, Irene Jarocinski, Jean Ott Nay: None Absent: None Motion Carried.</p> <p>It was moved by Commissioner Ott and seconded by Commissioner Grygiel to enter into Executive Session at 8:40PM under section 120/2(C) 1 -Personnel of the Open Meetings Act. Commissioner Ott asked for discussion. There was none.</p> <p>ROLL CALL VOTE: Aye: John Blankenship, Russell Bean, Irene Jarocinski, Jean Ott, Maryann Grygiel Nay: None Absent: None Motion Carried.</p> <p>It was moved by Commissioner Ott and seconded by Commissioner Grygiel to reconvene to the Regular Meeting of Oct. 18, 2023 at 9:32PM. Commissioner Ott asked for discussion. There was none.</p> <p>ROLL CALL VOTE: Aye: Russell Bean, Irene Jarocinski, Jean Ott, Maryann Grygiel, John Blankenship Nay: None Absent: None Motion Carried.</p> <p>There was no Other Business before the Board of Commissioners.</p> <p>It was moved by Commissioner Ott and seconded by Commissioner Grygiel to adjourn the regular meeting of October 18, 2023 at 9:35P.M. Commissioner Ott asked for discussion. There was none.</p> <p>ROLL CALL VOTE: All in Favor: All Ayes (5) Nays: None Aye: Jean Ott, Maryann Grygiel, John Blankenship, Russel Bean, Irene Jarocinski Absent: None Motion Carried.</p> <p>Respectfully submitted,</p> <p style="text-align: center;">Bruce E. Baum _____ Secretary of the Board</p> <p style="text-align: center;">Date: _____</p> <p style="text-align: center;">_____ Jean I. Ott – President of the Board</p>	<p><u>Final Payout – Innovation Landscape</u></p> <p><u>Executive Session: 120/2(C) 1 - Personnel</u></p> <p><u>Reconvene to Regular Meeting</u></p> <p><u>Other Business</u></p> <p><u>Adjournment</u></p>
---	---