

MINUTES OF THE REGULAR MEETING
THE MEDINAH PARK DISTRICT, DUPAGE COUNTY, ILLINOIS
FEBRUARY 21, 2024

The Regular Meeting of the Board of Commissioners of the Medinah Park District, DuPage County, Illinois was held on Wednesday February 21, 2024 at the Connolly Recreation Center located at 22W130 Thorndale Avenue, Medinah, Illinois.

The meeting was called to order at 7:00 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, Treasurer; Russell Bean, Commissioner; John Blankenship, Commissioner via video

Also Present: Steven Muenz, Executive Director; Vince DeGrado, Superintendent of Parks; Maria Piworski, Superintendent of Finance/HR; Jim Huetson, Superintendent of Recreation; Mark Goode, Safety Coordinator; Kurt Asprooth, Attorney; Members of Scout Troop 95

Public in attendance: None

Commissioner Ott recognized a quorum.

Commissioner Ott asked if there were any additions, corrections or deletions to the Agenda. Director Muenz stated the agenda could move forward as presented. It was moved by Commissioner Grygiel and seconded by Commissioner Jarocinski to approve the Agenda as presented. Commissioner Ott asked for discussion. There was none. Ex. Director Muenz stated that there will be no need to go into Executive Session.

ROLL CALL VOTE:

Aye: Jean Ott, Maryann Grygiel, Irene Jarocinski, Russell Bean, John Blankenship

Nay: None

Abstain: None

Motion Carried.

President Ott asked for discussion. There was none. The Consent Agenda will include and provide information on all items. Past and present bills as presented totaling \$68,301.85, Treasurer's Report with total ending balance on 1/31/24 of \$125,432.53, payroll and related expenses totaling \$65,996.06, approval of the January 17, 2024 regular meeting minutes and our revenue and expense report. President Ott asked if there are any Commissioners who would like to remove an item from our Consent Agenda? President Ott said hearing none, roll call please. It was moved by Commissioner Blankenship and seconded by Commissioner Bean to approve the Consent Agenda as presented.

ROLL CALL VOTE:

Aye: Russell Bean, Jean Ott, Maryann Grygiel, John Blankenship, Irene Jarocinski

Nay: None

Absent: None

Abstain: None

Motion Carried

Call to Order

Pledge of Allegiance

Roll Call

Approval of February 21, 2024 Agenda

Approval of February 21, 2024 Consent Agenda

Matt Ellmann is the former Director of Wood Dale Park District and is helping L6 with governmental clients. Mr. Ellmann gave us an assessment in the fall and came back to Medinah Park District with a proposal. Mr. Ellmann reviewed L6 Technology's business model and how it benefits the district to update technology and cyber-security. President Ott said she had a few questions. First question is on page six it says L6 will aid in negotiating new contracts and opening tickets. So, does that mean any contracts or just technology contracts? President Ott then stated so your company would not be involved in an OSLAD grant contract for example. Mr. Ellmann stated if you were for example looking at new software, we would be able to give you advise and input regarding that, and give you perspective on that. President Ott then stated we would need to get a new server and you would be able to advise us on that. Mr. Ellmann said L6 would do all the upfront research then be able to advise you on that. President Ott said question two you mentioned cyber attacks at Lurie Hospital. How would you protect us? Mr. Elman said L6 would help Medinah Park District to recover from a cyber-attack but also works to build walls of protection to keep an attack from happening. Commissioner Grygiel asked if we need internet in the barn? Mr. Ellmann said that would be a decision we would have to make. Mr. Ellmann said that he was talking to Ex. Director Muenz about us needing a new server, and that ours is over six years old and that would be part of the plan. Commissioner Blankenship said in the proposal he didn't see a graduated scale for MTR. (Mean Time to Restore) Mr. Ellmann said he would look into that and let us know. If the situation were to happen that we need to escalate things we can turn to our subcontractors and go beyond our techs. President Ott stated that on the back of the proposal it is dated January 28, what would be the extended date? Mr. Ellmann said that date could be extended.

**L6 Technology
Presentation**

Supt. DeGrado provided his written report in the packet. Commissioner Grygiel asked about the wallpaper. Supt. DeGrado said the wheel cart for the chairs is hard to control and they are looking into a rubber bumper for the cart. Also, the bottom scratches by the door are from people putting their feet on the wall. And that we need to look into preventing it not just repairing it. President Ott asked about plexiglass. Supt. DeGrado said that is very expensive. Also looking into micro shields. And that the walls will have the wallpaper removed and they will be painted. And possibly a rubber bumper on the wall. Commissioner Grygiel asked about the leaky roof and Supt. DeGrado said the roof has been holding up.

**Parks / Maintenance
Report**

Supt. Huetson provided his written report in the packet. President Ott asked about new highlights for the new brochure. Supt. Huetson said we will be offering Pickleball classes, a new group fitness class on Tuesdays and we will be changing around some events. The Food Truck Rally will be more of a back-to-school event. There will be a new summer camp for young kids starting at 2 ½ years old. We will be starting tennis lessons. Commissioner Grygiel asked if we hired a marketing coordinator Supt. Huetson said yes, it is Caryn Andrews she already does the brochure. We are working to amend her contract to include new duties. Commissioner Grygiel said we have a resident who broke a world record for weight lifting he is a resident and a NESDRA participant and also used to work here. Supt. Huetson said yes, we could put it on the website. Commissioner Grygiel said she will send Supt. Huetson the video.

Recreation Report

Supt. Piworski provided her written report in the packet. Commissioner Ott asked about the PDRMA webinars that Supt. Piworski has been taking. Supt. Piworski said they are for Certificates of Insurance and not as much healthcare. President Ott asked if Sikich is still here. Supt. Piworski said they are still looking for additional information and she will write up a report when they are finished.

Finance/HR Report

<p>Mark Goode said that PDRMA has two sides and he takes care of the Risk Management side and Supt. Piworski does the health side. The 2023 year-end report was presented. Mark Goode said incident/accident reports are up, could be a couple of factors, one staff may be getting better at reporting and second things are getting back to normal after Covid. There were no property reports and no vehicle accident reports. We focused on training this past year. Last year we had one OSHA reportable injury, which couldn't have been prevented. It was a slip, trip and fall injury. Over the past few years PDRMA has been revamping their review process. It's now called the Risk Management review, RMI. We completed everything we have to do to receive our full incentive of \$1,500.00. There was a kick-off process; slip and fall assessment; completed a smart goal, which was an Information System Response Plan which is similar to what L6 wants to put in place; and worked with Brooks to combine all the childhood age manuals into one completely redone manual. Mark Goode is working with Mary Peterson our loss control consultant to set up more smart goals and plans, for the 2024 review. Would like to bring on the new person to start working with Mark Goode as soon as possible. The commissioners would like copies of the two manuals printed off and put at the front desk in case they would like to review them. Overall, a pretty quiet year, of the 23 incident reports only one needed to be submitted to PDRMA. Definitely great to see a full rec team again, and seeing the changes.</p>	<p><u>Safety Report</u></p>
<p>The only report Attorney Asprooth has at this time is that he is working with Ex. Director Muenz and Metra.</p>	<p><u>Attorney's Report</u></p>
<p>President Ott stated that the only communication to the MPD cares email were from vendors at the convention and those have been forwarded to Ex. Director Muenz.</p>	<p><u>Written/Verbal Communications from Public to Staff/Commissioners</u></p>
<p>President Ott thanked Attorney Asprooth for inviting them to the dinner.</p>	<p><u>Commissioner Comments</u></p>
<p>There were NO citizen comments that came before the Board of Commissioners.</p>	<p><u>Citizen Comments (none)</u></p>
<p>NEDSRA has cancelled the March 6 board meeting and continues working on the 2024 budget. No updates on the roof concerns.</p>	<p><u>Director's Notes:</u> NEDSRA</p>
<p>Ex. Director Muenz stated he was happy to see 5 staff members went to the conference. Ex. Director Muenz, Supt. Piworski, Supt. Huetson, Brooks Wogelius and Josh Novelli; 4 out of 5 of the commissioners President Ott, Commissioner Grygiel, Commissioner Bean & Commissioner Blankenship and Mark Goode was there with Bloomingdale. State conference is extremely beneficial.</p>	<p>2024 IPRA/IAPD Conference</p>
<p>Ex. Director Muenz said the Statements of Economic Interest will be sent out early to mid-March, please fill out and return to DuPage County in the time allotted.</p>	<p>Statements of Economic Interest</p>
<p>There was a bid opening on February 14, 2024. The lowest bid being \$726,530.21 and the highest bid being \$790,060.00. Now that the maximum is \$600,000.00 Ex. Director Muenz asked IDNR for additional funds but anything left over from last year was rolled</p>	<p>OSLAD Update</p>

over to 2024. The original cost was \$800,000.00 and is now \$1.2 million. We are working with the contractor, Innovative Landscape to keep costs down by doing some of the work inhouse such as demo and moving a couple of the items from one location to another, changing some of the bollards from concrete to stainless steel with a plastic cover which would cut the cost significantly. President Ott asked about the bollards and if they are necessary Ex. Director Muenz said yes and they will be between the play area which is where the sand volleyball court is now and the tennis courts. They are needed because the gators and other vehicles are sometimes driven on the walking path. President Ott asked if the bollards are required Ex. Director Muenz said no and we are looking into how to cut back on the cost of them. Looking to cut \$50,000 to \$75,000 off the cost of \$726,530.21. President Ott questioned the cost of \$21,000 for a concrete bench saying she doesn't remember that in the planning for OSLAD. Ex. Director Muenz said he will look into that. Commissioner Grygiel said she doesn't remember \$21,000.00 in benches either. Supt. DeGrado said he thinks the bench can also charge cell phones. President Ott asked about \$8,000.00 for timber guard rails. Supt. DeGrado said if they move the bags back over by the playground where they were going to be originally the guard rail may not be necessary. President Ott asked about the basketball court that is supposed to go behind the outdoor fitness center (NFC) across the street which was in the original plan and that she would rather spend the \$8,000.00 on the guard rail for the basketball court than \$21,000.00 on the concrete bench. Ex. Director Muenz stated again he would have to look into the bench. Commissioner Blankenship asked if anyone had the original plan, President Ott said she had it right there. President Ott said on the original plan they have bags, bocce and a basketball court over by the NFC. Commissioner Bean asked if we can be making changes this late in the game? Ex. Director Muenz said he spoke to Tod at Design Perspectives and he said we can make small changes and can't make major cuts to the project. Changes to the bollards and moving somethings around in the park are ok, we do have some flexibility. President Ott said maybe we can get some grants for trees; we are spending \$3,500.00 on five trees. And President Ott said she would rather do that then not have the basketball court. Commissioner Grygiel said DuPage Foundation has trees. And President Ott said she is in touch with The Morton Arboretum about a grant. And Commissioner Grygiel is working with DuPage Foundation. Ex. Director Muenz said later on in the agenda he does have a resolution to approve the construction bid for no more than \$726,530.21. Commissioner Bean said we can go ahead and approve that. Attorney Asprooth said we can't change the contract now. Award the contract, work with contractor, then put in a change order.

Ex. Director Muenz talked to Attorney Asprooth about the contract with D & J Landscaping raising 25% on their bid total. Delays weren't necessarily D & J's doing or the Medinah Park District's, it was delays of getting the address and permitting. Based on Attorney Asprooth's recommendation we are going to ask D & J is we can meet somewhere in the middle between zero and twenty-five percent. It went back to D & J and we are waiting for a response. President Ott asked when was the date the work needs to be completed by? Attorney Asprooth said he believes it needed to be done within 100 days of being awarded the contract. Ex. Director Muenz said according to what was in the bid packet it was 90 days. It was awarded September 20th. President Ott is questioning how the work could be completed in ninety days if it was awarded in September. Ex. Director Muenz said we are now looking at a spring install.

The IAPD Legislative Breakfast will be held at the Carol Stream Park District, Fountain View Recreation Center at 8:00 am on March 1, 2024. Everybody who has RSVP will be sitting at the table, Commissioner Blankenship is unavailable.

Ex. Director Muenz said he had no old/unfinished to discuss. President Ott said she had a few items. First, President Ott wanted to know if the contracts were still being scanned

**Goodenough Park
Project Update**

**IAPD Legislative
Breakfast**

**Unfinished/Old
Business/Action Items**

into share drive? Second, she would like to know if they need to go into Executive Session. Ex. Director Muenz, Attorney Asprooth said no they didn't need to go into Executive Session but should take a recess to discuss the check #29284 made out to Brian Mraz for 2.2 hours, since it was pertaining to an old employee. And finally, President Ott is asking about an NFC metal sign and holder which cost \$400.00 and if anybody knew where it was. Supt. DeGrado said that Jeremy Weres said it was in the hallway and that Bruce Baum had told Jeremy Weres to throw it away.

It was moved by Irene Jarocinski and seconded by John Blankenship to approve Resolution 24-4, a resolution approving cellular phone costs, to full time staff. Stipend of \$25.00 to Ex. Director Muenz and department heads and offer district owned phones for other full-time staff. President Ott asked for discussion. There was none.

ROLL CALL VOTE:

Aye: Irene Jarocinski, Russell Bean, Jean Ott, Maryann Grygiel, John Blankenship

Nay: None

Absent: None

Motion Carried.

It was moved by Commissioner Bean and seconded by Commissioner Blankenship to approve Resolution 24-5, a resolution approving an agreement between the Medinah Park District and Innovation Landscape for Thorndale Park OSLAD project construction with costs not to exceed \$726,530.21. President Ott asked for discussion. There was none.

ROLL CALL VOTE:

Aye: Russell Bean, Jean Ott Maryann Grygiel, John Blankenship, Irene Jarocinski,

Nay: None

Absent: None

Motion Carried

It was moved by Commissioner Jarocinski and seconded by Commissioner Bean to approve an agreement between Medinah Park District and L6 Technologies for Information Technology support, with costs pending due to contract options, but not to exceed \$1,985.00 per month for a 36-month term. An MTR will be required as part of the contract. President Ott asked for discussion. There was none.

ROLL CALL VOTE:

Aye: Jean Ott, Maryann Grygiel, John Blankenship, Irene Jarocinski, Russell Bean

Nay: None

Absent: None

Motion Carried.

It was moved by Commissioner Bean and seconded by Commissioner Grygiel to adjourn the Regular Meeting of the Board of Commissioners of the Medinah Park District for February 21, 2024 at 8:35 PM. Commissioner Ott asked for discussion. There was none.

ROLL CALL VOTE:

All In Favor: Aye (5) – Jean Ott, Maryann Grygiel, John Blankenship, Irene Jarocinski, Russell Bean

Opposed: None

Absent: None

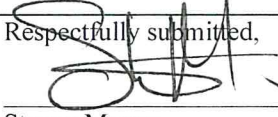
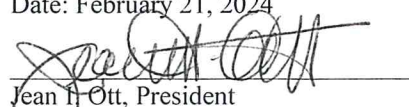
Motion Carried.

New Business
Ordinance 24-4:
Cellular Phone Costs

Resolution 24-5

**Agreement Between
Medinah Park District
and L6**

Adjournment

<p>Respectfully submitted,</p>  <p>Steven Muenz Board Secretary</p> <p>Date: February 21, 2024</p>  <p>Jean H. Ott, President</p>	