

# Medinah Park District

Minutes of the Regular Meeting  
December 18, 2024 7:00PM  
Connolly Recreation Center  
22W130 Thorndale Avenue, Medinah, IL.

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The regular meeting of the Board of Commissioners of the Medinah Park District, DuPage County, Illinois was held on Wednesday, December 18, 2024 at the Connolly Recreation Center, 22W130 Thorndale Avenue, Medinah, IL.

## **Call to Order**

The meeting was called to order at 7:03 PM by President Jean Ott.

## **Pledge of Allegiance**

## **Roll Call**

Commissioners Present:

Jean Ott, President

John Blankenship, Vice President

Irene Jarocinski, Treasurer

Janan Jarosinski, Commissioner

Russell Bean, Commissioner

Commissioners Absent: None

Staff Present:

Steven Muenz, Executive Director, Board Secretary

Vince DeGrado, Superintendent of Parks

Jim Huetson, Superintendent of Recreation

Maria Piworski, Superintendent of Finance/HR

Dan Touzious, Asst. Superintendent of Parks

Guests:

Attorney Kurt Asprooth

## **Public in Attendance**

None

## **Quorum**

President Ott recognized a quorum.

## **Approval of Agenda**

President Ott asked if there were any additions, corrections or deletions to the monthly Agenda. Director Muenz stated that there will be a need to go into Executive Session.

President Ott suggested removing item 14B from regular meeting agenda. It was moved by President Ott and seconded by Commissioner Jarocinski to approve agenda as amended. President Ott asked for discussion. There was none. Ex. Director Muenz stated that the agenda could move forward as amended.

ROLL CALL VOTE:

Aye: JO, JB, IJ, RB, JJ

Nay: None

Absent: None

Abstain: None

Motion Carried

## **Approval of Consent Agenda**

It was moved by Commissioner Bean and seconded by Commissioner Blankenship to accept the consent agenda of December 18, 2024 as presented.

Approval of November 20, 2024, Regular Meeting Minutes

Approval of November 20, 2024 Executive Meeting Minutes

Treasurer's Report for November 30, 2024 – beginning balance \$2,094,761.57 ending balance \$1,750,853.02

Approval of Monthly Disbursements

Past and Future Bills as Presented – 11/26 \$107,414.97, 12/5 \$301,882.74, 12/11 \$4,237.48, 12/18 \$7,987.37

Payroll Related Expenses – November, 2024 \$67,717.21

Total November Monthly Disbursement - \$489,239.77

ROLL CALL VOTE:

Aye: Jarosinski, Jarocinski, Bean, Blankenship, Ott

Nay: None

Absent: None

Abstain: None

Motion Carried

STAFF REPORTS

**A. Financial Report**

President Ott asked about the audit for 2024. Supt. Piworski said that Sikich will be phoning in on January 10, 2025 and will be at Medinah Park District in February 2025. Commissioner Bean thanked Supt. Piworski for reaching out to Itasca Bank & Trust for the \$1,000.00 donation for Pizza with Santa.

Commissioner Bean asked if the dates for the audit had changed? Supt. Piworski said yes, Sikich is moving the audit this year due to the OSLAD audit and other issues.

**B. Recreation Report**

President Ott asked about removing the wall in the Fitness Center. Supt. Hutson said it is not in the budget for 2025. Ex. Dir. Muenz said if it is feasible to put in a doorway in 2025, staff will look into it.

Commissioner Bean asked if he could attend the meeting regarding the offerings for seniors/people 55 and over. Supt. Huetson said the meeting will be like a town hall and will be held on January 31, 2025 and he would like commissioners to come and bring others who would be interested. He is accepting information as to where flyers may be hung to promote the meeting.

Supt. Huetson said he is waiting to hear back from DuPage County but the cost would be \$1,000.00 for a permit application and \$2,400.00 a year to sell alcohol on the premises. Or the district can apply for (4) one time use permits for \$75.00 each which would be more cost effective. He is also communicating with PDRMA about procedures for rentals to be able to serve alcohol.

**C. Risk Management Report**

None.

**D. Parks/Maintenance Report**

President Ott said the walkway used for the Candy Cane Hunt at the Pizza with Santa event was great.

Supt. Degrado said some tile repairs were made in the women’s locker room.

Ex. Dir. Muenz said the work on the Fitness Room has started and the new floor is being put in and the room is being painted. It should be ready to reopen on Monday December 23, 2024.

President Ott commented on the removal of the partition in one of the all-gender restrooms in the lobby.

Commissioner Jarocinski asked a question regarding signs for the use of the locker room showers. Supt. Huetson stated that information is provided regarding the shower use.

Attorneys Report

There was none.

Citizen Comments

None.

Written/Verbal Communication from Public to Staff/Commissioners

None.

Director’s Report – Notes

NEDSRA: The board meeting schedule for 2025 is out. They will meet 7 times in 2025. The holiday event was great.

Levy Ordinance: The ordinance was filed with DuPage County November 22, 2024.

IAPD Conference 2025: 5 staff members will be going Ex. Director Muenz, Supt. Huetson, Josh Novelli, Brooks Wogelius and Dan Touzios, President Ott and Commissioner Blankenship. Registration took place during the early bird timeframe.

OSLAD Update- The final walk through and punch list have been completed. One final invoice of \$38,432.31 will be received after the first of the year. The remaining OSLAD fees will have to be paid in 2025.

Tentative SD/PD digital sign agreement: The school district would like to purchase the sign and the park district agree to an IGA and pay a monthly fee for use of the sign. This is planned for 2025. Planning is ongoing with School District #11.

Park District organizational chart: Updated chart was placed in packet. For information only now that we have hired for a new position.

#### Items for Discussion

2025 Fiscal Budget – Draft #4 in packet. Staff did a great job at reviewing the budget and making almost \$90,000 in cuts.

Commissioner Jarosinski asked what large items were cut from the budget. Ex. Dir. Muenz gave examples of items. Preliminary approval in January 2025, final approval February 2025. President Ott asked what fund the large vehicle purchase could be found.

Commissioner Blankenship asked about adjustments for the minimum wage increase for 2025.

Board of Commissioners policy manual – Any questions please let Ex. Dir. Muenz know and looking to approve in January 2025.

Park District Master Plan – Based on budget review and speaking with staff, Ex. Dir. Muenz stated it will be more financially sound to move to 2026 Fiscal year. President Ott asked about costs of Master Plan and Strategic Plan and differences. Ex. Dir. Muenz answered that Master Plan is a larger project, Strategic Plan is more of an in-house report.

Goodenough Park renaming – Discussion ensued regarding the possible names. Final name will be Commissioners Park, with no apostrophe. The sign will use the old logo to stay consistent with all other park signs and to save on costs.

#### Commissioners Reports:

Commissioner Jarosinski- Can the asphalt paths in Thorndale be repaired? Ex. Dir. Muenz said it is quite costly and is looking into a grant and would prefer concrete over asphalt. President Ott asked for the pricing difference between the two. Supt. DeGrado stated the pricing is close.

Commissioner Blankenship– Manary walking path is bad.

Commissioner Jarocinski-None

Commissioner Bean-None

President Ott-Removal of bushes by Metra looks great. President Ott asked about planting the trees received through the grant. Met Representative Sanalidro and thanked her for DCEO grant for the park. Asked Ex. Dir. Muenz if she could be invited to a board meeting.

#### Old Business/Action Items

Commissioner Jarocinski – Riha Park sign still not installed. When will it happen? Supt. DeGrado said staff are still working on repairs.

#### New Business

It was moved by Commissioner Blankenship and seconded by Commissioner Bean to adopt Ordinance 24-3, Transfer of Funds. President Ott asked for discussion. There was none.

#### ROLL CALL VOTE:

Aye: JO, JB, IJ, RB, JJ

Nay: None

Absent: None

Motion Carried.

It was moved by Commissioner Bean and seconded by Commissioner Blankenship to approve Resolution 24-35, a resolution approving an agreement between the Medinah Park District and Pizzo & Associates for the management of the Meacham Creek natural area in 2025. President Ott asked for discussion. There was none.

#### ROLL CALL VOTE:

Aye: RB, JJ, JO, JB, IJ

Nays: None

Absent: None

Motion Carried.

#### EXECUTIVE SESSION:

President Ott requested a short recess to speak with Attorney Asprooth.

It was moved by Commissioner Bean and seconded by Commissioner Jarosinski to enter the Board of Commissioners into Executive Session under 122-(C)3 and 122-(C)1 personnel at 7:50 PM. President Ott asked for discussion. There was none.

**ROLL CALL VOTE:**

Aye: JJ, JO, JB, IJ, RB

Nay: None

Absent: None

Motion Carried.

It was moved by President Ott and seconded by Commissioner Blankenship to return to the regular meeting of December 18, 2024 at 8:43PM. President Ott asked for discussion. There was none.

**VOICE VOTE:**

All in favor: Ayes (5)

Opposed: Nays (0)

Absent: None

Motion Carried.

**Other Business:**

President Ott suggested Resolution 24-36 be tabled to allow changes to be made to the amendment, and voted on at the January 15, 2025 regular Board meeting. It was moved by Commissioner Blankenship and seconded by Commissioner Jarocinski that Resolution 24-36 be tabled and added to the January 15, 2025 regular Board meeting. President Ott asked for discussion. There was none.

**ROLL CALL VOTE:**

Aye: JB, IJ, RB, JJ, JO

Nay: None

Absent: None

Motion Carried.

**Adjournment**

It was moved by President Ott to adjourn the regular meeting of December 18, 2024 at 8:47 PM. President Ott asked for discussion. There was none.

**VOICE VOTE:**

All in favor: Ayes (5)

Opposed: Nays (0)

Absent: None

Motion Carried.

Respectfully submitted,

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Steven Muenz, Board Secretary

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Jean I. Ott, Board President

Date: December 18, 2024