

MINUTES OF THE REGULAR MEETING  
 THE MEDINAH PARK DISTRICT, DUPAGE COUNTY, ILLINOIS  
 AUGUST 16, 2023

The Regular Meeting of the Board of Commissioners of the Medinah Park District, DuPage County, Illinois was held on Wednesday, August 16, 2023 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.

Call to Order

President Ott led the Pledge of Allegiance.

Pledge of Allegiance

Roll Call was taken showing the following members present;

Roll Call

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

Commissioners Absent: None

Also Present: Bruce Baum, Executive Director/Secretary; Vince DeGrado, Supt. of Parks (arrived at 7:10); Maria Piworski, Supt. of Finance/HR; Jim Huetson, Supt. of Recreation

Public:

Commissioner Ott recognized a quorum.

Commissioner Ott asked if there were any additions, corrections or deletions to the Agenda. President Ott stated the need to amend the agenda with the addition of Executive Session/OMA item 501 C 5 – Real Estate. It was moved by Commissioner Grygiel and seconded by Commissioner Ott 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, Irene Jarocinski, Russell Bean, John Blankenship  
 Nay: None  
 Absent: None  
 Motion Carried.

It was moved by Commissioner Grygiel and seconded by Commissioner Blankenship to accept the Regular Meeting Minutes of July 19, 2023 as amended. Commissioner Ott asked for discussion. Commissioners listed four separate areas of the minutes that required minor changes. Director Baum will make those changes prior to publishing them.

Approval of Regular Meeting Minutes – July 19, 2023

**ROLL CALL VOTE:**

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

It was moved by Commissioner Grygiel and seconded by Commissioner Ott to approve the Executive Session Minutes of July 19, 2023 as presented. Commissioner Ott asked for discussion. There was none.

**ROLL CALL VOTE:**

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

Approval of Executive Session Minutes – July 19, 2023

It was moved by Commissioner Bean and seconded by Commissioner Grygiel to approve the Special Meeting Minutes of July 18, 2023 as presented. Commissioner Ott asked for discussion. There was none.

**ROLL CALL VOTE:**

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

Approval of Special Meeting Minutes – July 18, 2023

It was moved by Commissioner Jarocinski and seconded by Commissioner Ott to approve the Special Meeting Minutes of July 10, 2023 as amended. Commissioner Ott asked for discussion. Commissioners asked for minor changes to motion of entering into Executive Session during the special meeting.

**ROLL CALL VOTE:**

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

Approval of Special Meeting Minutes – July 10, 2023

It was moved by Commissioner Jarocinski and seconded by Commissioner Ott to approve the Executive Session Meeting Minutes of July 10, 2023 as presented. Commissioner Ott asked for discussion. There was none.

**ROLL CALL VOTE:**

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

Approval of Executive Session Minutes – July 10, 2023

It was moved by Commissioner Bean and seconded by Commissioner Jarosinski to approve the payment of disbursements as presented. Commissioner Ott asked for discussion. Commissioner Blankenship asked about a postage bill. Commissioner Bean asked about a bill related to the Port-a-toilets. Commissioner Ott asked about a bill related to Professional Services from Design Perspectives. All questions were answered by Director Baum.

Approval of Disbursements:  
Past and Future Bills

<p>ROLL CALL VOTE: Aye: Maryann Grygiel, Irene Jarocinski, Russell Bean, John Blankenship, Jean Ott Nay: None Absent: None Motion Carried</p>	
<p>It was moved by Commissioner Bean and seconded by Commissioner Jarocinski to approve the payment of disbursements for payroll related expenses for the month of July, 2023. Commissioner Ott asked for discussion. There was none.</p>	<p><u>Approval of Disbursements – Payroll related expenses</u></p>
<p>ROLL CALL VOTE: Aye: Irene Jarocinski, Russell Bean, John Blankenship, Jean Ott, Maryann Grygiel Nay: None Absent: None Motion Carried.</p>	
<p>The Treasurer’s Report for the month ending July 31, 2022 was read by Treasurer Jarocinski. The report will be added to future paperwork for auditing purposes.</p>	<p><u>Treasurer’s Report: July 31, 2023</u></p>
<p>Supt. DeGrado’s report was provided to the Board. Mr. DeGrado updated the Board on the Maintenance Barn well repairs. Commissioner Ott asked if there was any update on the order of the new pickup truck. Commissioner Bean asked about tree branch maintenance in our various parks.</p>	<p><u>Staff Reports – Parks/Maintenance Report</u></p>
<p>Supt. Huetsen provided the Recreation Department information to the Board. Commissioner Bean asked about Early Childhood instruction staff and payscale increases. Commissioner Jarocinski asked about front desk procedure changes. Commissioner Ott asked about specific salary rates for early childhood employees. Hourly salary levels are determined based upon total expense of the program.</p>	<p>Recreation Report</p>
<p>Supt. Piworski provided the Finance Report to the Board. Ms. Piworski informed the Board about the estimated reduction in the 2024 Replacement Tax levels (28.8% lower than in 2023).</p>	<p>Finance/HR Report</p>
<p>Director Baum provided Safety Coordinator Goode’s information on the Risk Management Report.</p>	<p>Risk Management Report</p>
<p>There was no report. Attorney was not in attendance at the meeting.</p>	<p>Attorney Report</p>
<p>Comments related to the Thorndale Park tennis court lights (photocells and timer information explained again by staff) not working by Commissioner Jarocinski.</p>	<p><u>Written/Verbal Communication to Board/Staff</u></p>
<p>Commissioner Bean commented on the upcoming new website and its current design work. He commented on this input related to the information that needs to be provide about park sites and on the need to make sure positive information/photos related to parksite/natural areas is included in the new website. Commissioner Jarocinski</p>	<p><u>Commissioner Comments</u></p>

commented on a recent parking rental situation at Metra. The local temple needed overflow parking capability for a week's long event. Invoicing of the parking has been done. She also commented on a misprint on the Goodenough Park construction documents listing her as Commissioner instead of Treasurer. Commissioner Ott asked about the Augie Felcan memorial update, the personnel policy manual review, Metra negotiations, liquor options for events, parking lot asphalt work and Goodenough Park project.

There were no citizen comments before the Board of Commissioners.

Director Baum mentioned the next NEDSRA Board of Trustees meeting will take place on Wednesday, September 6, 2023. NEDSRA Golf Outing info was provided and a request for interest in attendance at the dinner was given a deadline.

The Gala will take place on October 20 in Wheeling. Others interested in attending the evening need to correspond to Director Baum no later than the middle of September.

Director Baum provided an update of the timeline associated with the Legal Firm RFP process. Five total RFP's were sent out to appropriate firms. The due date for proposals is set for August 21, 2023.

Director Baum updated the Board on the progress related to the new website. We estimate a mid to end of October go-live date for the new site.

Staff provided the monthly update of the Activity/Project Log to the Board.

Director Baum said that Staff has provided a working timeline for preparation of the upcoming 2024 fiscal budget in your packet. Final budget drafts will be complete by early January, 2024. Staff was happy to answer questions related to the document (in draft form).

Director Baum updated the Board on the progress of the NFC Fitness Court project. The date of September 23, 2023 was selected for the Grand Opening/Ribbon Cutting for the facility.

The Goodenough Park Playground project was seeing significant cost overruns based upon the initial design and implements to be added. Staff asked Design Perspectives to eliminate some elements in order to get the costs in line with the overall fiscal budget levels that the MPD placed in the 2023 fiscal budget. Adjustments are being made prior to the project going out to bid in late August.

Citizen Comments

Director's Notes –  
NEDSRA

IAPD Best of Best Gala

Legal Firm RFP Update

Website Design Update

Activity/Project Log  
Update

Items for Discussion  
2024 Fiscal Budget  
Timeline Draft

NFC Fitness Court  
Update/Grand Opening  
Date

Goodenough Park  
Project Update

Director Baum updated the Board on the continuous work on the OSLAD Grant application.

There was no Old Business before the Board of Commissioners.

It was moved by Commissioner Blankenship and seconded by Commissioner Grygiel to approve Payout #1 in the amount of \$37,015.20 to Innovation Landscape, Inc. for work completed as of July 28, 2023 for the NFC Fitness Court project at Thorndale Park. Commissioner Ott asked for discussion. There was none.

**ROLL CALL VOTE:**

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

It was moved by Commissioner Grygiel and seconded by Commissioner Blankenship to approve Resolution 23-19, a resolution approving of an agreement for the installation of equipment to the NFC Fitness Court between the Medinah Park District and Nationwide Installations. Commissioner Ott asked for discussion. There was none.

**ROLL CALL VOTE:**

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

It was moved by Commissioner Ott and seconded by Commissioner Blankenship to enter into Executive Session under 120/2(C) 1 Personnel and 120/2(C) 5 Real Estate of the Open Meetings Act at 8:20pm. Commissioner Ott asked for discussion. There was none.

**ROLL CALL VOTE:**

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

It was moved by Commissioner Ott and seconded by Commissioner Bean to return to the Regular Meeting of August 16, 2023 at 9:23pm. Commissioner Ott asked for discussion. There was none.

**ROLL CALL VOTE:**

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

OSLAD Projects  
Update

Old Business/Action  
Items

New Business:  
Payout #1 – NFC  
Fitness Court

Resolution 23-19: NFC  
Equipment Installation  
Agreement

Executive Session  
120/2(C) 1 Personnel,  
120/2(C) 5 Real Estate

Return to Regular  
Meeting of Aug. 16,  
2023

It was moved by Commissioner Blankenship and seconded by Commissioner Bean to approve Resolution 23-20, a resolution approving of an agreement between the Medinah Park District and Executive Decisions Consulting for Executive Director Search Services. Commissioner Ott asked for discussion. There was none.

**ROLL CALL VOTE:**

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

It was moved by Commissioner Ott and seconded by Commissioner Blankenship to adjourn the Regular Meeting of August 16, 2023 at 9:24PM. Commissioner Ott asked for discussion. There was none.

All in Favor: Aye (5) – Ott, Grygiel, Blankenship, Jarocinski, Bean  
Opposed: Nay (0)  
Motion Carried.

Respectfully submitted,

Bruce E. Baum  
Board Secretary

Date \_\_\_\_\_, 2023

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Jean Ott, President of the Board of Commissioners

Other Business:  
Resolution 23-20:  
Executive Director  
Search Services

Adjournment of  
Regular Meeting

