

MINUTES OF THE REGULAR MEETING
 THE MEDINAH PARK DISTRICT, DUPAGE COUNTY, ILLINOIS
 July 19, 2023

The Regular Meeting of the Board of Commissioners of the Medinah Park District, DuPage County, Illinois was held on Wednesday, July 19, 2023 at the Park District’s Connolly Recreation Center located at 22W130 Thorndale Avenue, Medinah, Illinois.

Commissioner Ott led the Pledge of Allegiance.

Pledge of Allegiance

The meeting was called to order at 7:00 PM by the 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;

Irene Jarocinski, Treasurer; Russell Bean, Commissioner

Commissioners Absent: John Blankenship *(arrived via phone at 8:47pm)

Also Present: Bruce Baum, Executive Director/Secretary; Vince DeGrado, Superintendent of Parks; Jim Huetson, Supt. of Recreation; Maria Piworski, Supt. of Finance/HR/Asst. Secretary; Bryan Mraz, MPD Attorney (via phone @ 7:30pm)

Public in Attendance: None

Commissioner Ott recognized a quorum.

Commissioner Ott asked if there were any additions, corrections or deletions to the Agenda. The Agenda was amended to move the Executive Session (item #16) up to 7:30pm. It was moved by Commissioner Bean 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, Russell Bean, Irene Jarocinski

Nay: None

Absent: John Blankenship

Motion Carried.

It was moved by Commissioner Ott and seconded by Commissioner Bean to approve the Regular Meeting Minutes of June 21, 2023 as amended per Commissioner Bean’s request of grammatical error changes on page 5. Commissioner Ott asked for discussion. There was none.

Approval of Regular Meeting Minutes June 21, 2023

ROLL CALL VOTE:

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

Nay: None

Absent: John Blankenship

Motion Carried.

It was moved by Commissioner Ott and seconded by Commissioner Jarocinski to approve the Executive Session Meeting Minutes of June 21, 2023 as presented. Commissioner Ott asked for discussion. There was none.

Approval of Ex. Session Minutes of June 21, 2023

ROLL CALL VOTE:

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

It was moved by Commissioner Bean and seconded by Commissioner Jarocinski to approve the payment of Disbursements of past and future bills as presented. Commissioner Ott asked for discussion. There were questions related to bill #'s 5471 (Quill) and 5478 (NEDSRA).

Approval of Payment of Disbursements of Past and Future Bills

ROLL CALL VOTE:

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

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

Approval of Payment of Disbursements – Payroll, – June, 2023

ROLL CALL VOTE:

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

Treasurer Jarocinski and President Ott presented the monthly Treasurer's Report for the month ending June 30, 2023. The report will be filed for future auditing purposes.

Treasurer's Report – June 30, 2023

Supt. DeGrado's report highlights were presented. Commissioner Bean asked about the abundance of turf machinery flat tires. Commissioner Jarocinski asked about tree branch trimming operations during this summer and number of total turf tractors that MPD owns. Commissioner Ott referenced the annual Park Tour of July 18, 2023.

Staff Reports:
Park/Maintenance Report

Supt. Huetsen provided the Recreation Dept. highlights. Commissioner Ott asked about Summer Camp trips. Supt. Huetsen requested that the Commissioners use the proper chain of command within the Recreation Division for communication.

Recreation Report

It was moved by Commissioner Ott and seconded by Commissioner Grygiel to enter the Board of Commissioners into Executive Session under 120/2(C) 1 – Personnel and 120/2(C) 5 – Real Property at 7:30pm. Commissioner Ott asked for discussion. There was none.

Executive Session

ROLL CALL VOTE:

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

It was moved by Commissioner Ott and seconded by Commissioner Jarocinski to return to the Regular Meeting of July 19, 2023 at 8:47pm. Commissioner Ott asked for discussion. There was none. Commissioner Blankenship and MPD Attorney Mraz entered the Executive Session meeting at 7:34pm.

ROLL CALL VOTE:

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

Supt. Piworski's report highlights were presented. She reported on tax revenues received as of the end of June, 2023.

Safety Coordinator Goode's report highlights were presented. Mr. Goode was not in attendance. Director Baum answered questions from the Board. Commissioner Grygiel asked the completion of manuals.

There was no report from the Park District attorney. He was not in attendance.

Commissioner Bean commented that he received positive comments during the annual park tour.

Commissioner Ott thanked everyone involved in the park tour and complimented those responsible for the Touch-A-Truck Unplug event.

There were no citizen comments.

Director Baum provided updates related to NEDSRA's operations.

Pouring of the Fitness Court pad is scheduled to take place on Monday, July 24.

Director Baum updated the Board on the tax assessment appeals process by large companies that pay property tax to our district as per our representation report of Robbins Schwartz.

The parking lot asphaltting was completed on July 19. A future date for sealcoating and striping will be determined.

Adjournment of Executive Session and the Return to Regular Meeting of July 19, 2023.

Finance/HR Report

Risk Management Report

Attorney Report

Written/Verbal Communication from Citizens to Staff/Board

Commissioner Comments

Citizen Comments

Director's Report:
Notes:
NEDSRA

NFC Fitness Court Update

DuPage County Board of Review – 2022 Tax Decisions

Rec Center Asphalt Project Update

<p>The seasonal spring report by Pizzo was included in the packets. Commissioner Bean mentioned a specific recommendation from Pizzo on marketing info related to plants, trees, etc. at Meacham Creek Park.</p> <p>Director Baum provided the monthly update of the Activity Project Log via electronic email to all Commissioners. There were no questions associated with the update.</p> <p>The legal firm RFP is scheduled to go out end of the week with return date for interested firms by August 18, 2023.</p> <p>The Quarterly Commuter Parking Lot Report: Enclosed was the 2nd Quarter West (Daily) Parking Lot Report for the period from April 1 – June 30, 2023. Staff presented the quarterly report. Parking numbers continue to improve in relation to 2022 quarterly figures.</p> <p>The copy of this report is laid out in two different sections. The ‘Revenue and Expenditure Report’ printed on July 3, 2023, contains very detailed information on each fund and account. The “Six Month Financial Report-Highlights-ending June 2023” references the first report and provides insight on a varying number of accounts and funds. A general narrative is provided for the most important areas of the budget and how these numbers may compare to the previous year’s budget. Overall fund balances for the District as of June 30, 2023 are \$2,473,072.30.</p> <p>Cunningham Recreation has provided one (1) playground concept design with equipment. A reminder that the grant portion is only for the playground equipment mainframe. An 8-10 week equipment order turnaround is still ahead of us. This timeline may require placing an order without public input due to the in-place requirements of build out of the grant.</p> <p>Commissioners and staff discussed possible OSLAD Grant options for the 2024 IDNR cycle. Our present architectural firm has announced that they have a full schedule and can not provide professional services this summer. Various projects were discussed with a limited timeline available. It was ultimately decided that the Park District would not move forward with an OSLAD application for the 2024 cycle.</p> <p>Commissioner Ott asked if there was any Old Business. There was no Old Business before the Board of Commissioners.</p> <p>There was NO New Business before the Board of Commissioners.</p> <p>It was moved by Commissioner Ott and seconded by Commissioner Grygiel to approve Resolution 23-18, a resolution approving of a real estate contract to purchase property Pin #02-01-300-019. Commissioner Ott asked for discussion. There was none.</p> <p>ROLL CALL VOTE: Aye: None Nay: Irene Jarocinski, Jean Ott, Maryann Grygiel, Russell Bean, John Blankenship Absent: None Motion Failed.</p>	<p>Meacham Creek Park Seasonal Vegetation Report – Pizzo</p> <p>Activity/Project Log Update</p> <p><u>Items for Discussion</u> Legal Firm RFP</p> <p>Quarterly Commuter Parking Lot Report – 2nd quarter, 2023</p> <p>Six Month Financial Report - 2023</p> <p>Goodenough Park Project Update</p> <p>2024 OSLAD Project Discussion</p> <p><u>Old Business/Action Item</u></p> <p><u>New Business</u></p> <p><u>Other Business</u> Resolution 23-18 – Approval of Real Estate Contract</p>
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It was moved by Commissioner Bean and seconded by Commissioner Jarocinski to adjourn the Regular Meeting of the Board of Commissioners of July 19, 2023 at 9:12PM. Commissioner Ott asked for discussion. There was none.

All in Favor: Aye (5)
Opposed: Nay (0)
Motion Carried.

Respectfully submitted,
Bruce Baum

Secretary – Medinah Park District

Date:_____

Jean Ott – President of the Board of Commissioners

Adjournment of
Regular Meeting