

MINUTES OF THE REGULAR MEETING
 THE MEDINAH PARK DISTRICT, DUPAGE COUNTY, ILLINOIS
 May 17, 2017

The Regular Meeting of the Board of Commissioners of the Medinah Park District, DuPage County, Illinois was held on Wednesday, May 17, 2017 at the Park District's Connolly Recreation Center located at 22W130 Thorndale Avenue, Medinah, Illinois.

The meeting was called to order at 7:15 PM by President Lance Murphy

Call to Order

Roll Call was taken showing the following members present;

Roll Call

Commissioners Present Lance Murphy, President; Jessica Meyers, Commissioner;
 Jean Ott, Commissioner, John Blankenship, Commissioner

Commissioners Absent: Maryann Grygiel, Treasurer

Also Present: Bruce Baum, Executive Director/Secretary;
 Vincent DeGrado, Superintendent of Parks;
 Joe Donaldson, Superintendent of Recreation;
 Bryan Mraz, Attorney; Maria Piworski Business Manager

General Public: Scott Gibbert of Gibbert & Associates, Hank Miller,
 Judy Miller, Chris Zuber, Peggy Ott

Mr. Murphy recognized a quorum

Mr. Murphy led the Pledge of Allegiance.

Pledge of Allegiance

Mr. Murphy asked if there were any additions, corrections or deletions to the Agenda. Mr. Baum stated that there was no need for Executive Session. It was moved by Lance Murphy and seconded by Jean Ott to approve the Agenda as amended. Mr. Murphy asked for discussion. There was none.

Approval of Agenda

ROLL CALL VOTE:

Aye: Lance Murphy, Jessica Meyers, Jean Ott, John Blankenship
 Nay: None
 Absent: Maryann Grygiel
 Motion Carried.

Director Baum informed the board that the March 15, 2017 meeting minutes were tabled due to confusion of a specific paragraph. The information has been updated and is before the Board this evening. It was moved by Jean Ott and seconded Lance Murphy to move the motion from a tabled format. Mr. Murphy asked for discussion. There was none.

Motion of Regular Meeting Minutes of March 15, 2017 from tabled format.

ROLL CALL VOTE:

Aye: Jessica Meyers, Jean Ott, John Blankenship, Lance Murphy
 Nay: None
 Absent: Maryann Grygiel
 Motion Carried.

It was moved by Jessica Meyers and seconded by Jean Ott to approve the Regular Meeting Minutes of March 15, 2017 as amended. Mr. Murphy asked for discussion. There was none.

Approval of Regular Meeting Minutes of March 15, 2017

<p>ROLL CALL VOTE: Aye: Jessica Meyers, Jean Ott, John Blankenship, Lance Murphy Nay: None Absent: Maryann Grygiel Motion Carried.</p> <p>It was moved by Jean Ott and seconded by John Blankenship to approve the Regular Meeting Minutes of April 19, 2017 as amended. Mr. Murphy asked for discussion. There was a question from Commissioner Ott about the pickle ball court lines at the Thorndale Park tennis court complex.</p> <p>ROLL CALL VOTE: Aye: Jean Ott, John Blankenship, Lance Murphy, Jessica Meyers Nay: None Absent: Maryann Grygiel Motion Carried.</p> <p>It was moved by Lance Murphy and seconded by Jessica Meyers to approve the Executive Session Minutes of April 19, 2017 as presented. Mr. Murphy asked for discussion. There was none.</p> <p>ROLL CALL VOTE: Aye: John Blankenship, Lance Murphy, Jessica Meyers, Jean Ott Nay: None Absent: Maryann Grygiel Motion Carried.</p> <p>Director Baum said that staff had received no Written or Verbal Correspondence from Citizens, Board or Staff. Mr. Baum and President Murphy honored and recognized Hank Miller for 6 years of outstanding dedicated service he has given as a Board member of the Medinah Park District. Lance Murphy presented him with an IAPD time clock. Mr. Miller thanked the Board, Director Baum, Attorney Mraz and MPD staff for all the memories over the last 6 years.</p> <p>It was moved by Jean Ott and seconded by Jessica Meyers to approve the payment of Past Bills totaling \$3,483.00 dated April 24, 2017. Mr. Murphy asked for discussion. There was none.</p> <p>ROLL CALL VOTE: Aye: Lance Murphy, Jessica Meyers, Jean Ott, John Blankenship Nay: None Absent: Maryann Grygiel Motion Carried.</p> <p>It was moved by John Blankenship and seconded by Jessica Meyers to amend the payment of future bills totaling \$33,252.76 dated May 9, 2017 by eliminating check #1954 due to duplication. Mr. Murphy asked for discussion. Commissioner Blankenship referenced a duplication of 2 checks. This will be corrected by staff. Commissioner Ott asked about a check for reimbursable claims. Director Baum referenced the turf damage at Thorndale Park by a vehicle. PDRMA reimburses the District for insurable damages and these funds come out of that budgetary line item. Commissioner Blankenship asked about a program registration refund to a participant. Mr. Murphy asked if there were any other questions and there was none.</p>	<p>Approval of Regular Meeting Minutes of April 19, 2017</p> <p>Approval of April 19, 2017 Executive Session Minutes</p> <p>Written/Verbal Correspondence</p> <p>Approval of Past Bills April 24, 2017</p> <p>Approval of Past Bills May 9, 2017</p>
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<p>ROLL CALL VOTE: Aye: Jessica Meyers, Jean Ott, John Blankenship, Lance Murphy Nay: None Absent: Maryann Grygiel Motion Carried.</p> <p>It was moved by John Blankenship and seconded by Jessica Meyers to approve the amended bills list of May 9, 2017. Mr. Murphy asked if there were any other comments. There were none.</p>	<p>Approval of amended Bills list – May 9, 2017</p>
<p>ROLL CALL VOTE: Aye: Jessica Meyers, Jean Ott, John Blankenship, Lance Murphy Nay: None Absent: Maryann Grygiel Motion Carried.</p> <p>It was moved by Jessica Meyers and seconded by Lance Murphy to approve past salaries, social security, medicare and IMRF (liability) for the month of April, 2017 totaling \$48,737.15. Mr. Murphy asked for discussion. There was none.</p>	<p>Approval of Salaries, Social Security, Medicare & IMRF(Liability) April, 2017 - \$48,737.15</p>
<p>ROLL CALL VOTE: Aye Jean Ott, John Blankenship, Lance Murphy, Jessica Meyers Nay: None Absent: Maryann Grygiel Motion Carried.</p> <p>It was moved by Lance Murphy and seconded by Jessica Meyers to approve the Treasurer's Report for the month of April 30, 2017 as presented. Mr. Murphy asked for discussion. There was none.</p>	<p>Approval of Treasurer Report – April 30, 2017</p>
<p>ROLL CALL VOTE: Aye: John Blankenship, Lance Murphy, Jessica Meyers, Jean Ott, Nay: None Absent: Maryann Grygiel Motion Carried.</p>	<p>Staff Reports</p>
<p>Mr. DeGrado said all the ball fields maintenance and mowing are on track with our seasonal staff now on hand. The annual statewide program that offers the Oak Tree sapling giveaway was not offered this year. We typically receive 50-100 Oak Tree saplings for planting. Mr. DeGrado gave a big thanks to Ian Wolf and Jeremy Weres for their assistance on the Color Run event hosted by District #11. Hazard trees continue to be removed as necessary. Mr. Blankenship had a question with a low spot at Manary Park and its drainage issue. Mr. DeGrado explained the history of the drainage issues at Manary as relates to old field tile. DuPage County is aiding us with a neighbor who is pumping water onto Thorndale Park.</p>	<p>Park/Maintenance Report</p>
<p>Mr. Donaldson said the annual Preschool Graduation will take place on Thursday, May 25, 2017. A total of twenty 4 year olds will move into the Kindergarten ranks in the fall. As always, we have a great appreciation for the amount of work put in by staff members Carol Healy, Geri Becker and Suzanne Schwarz. The annual dance recital is scheduled for Saturday, May 20 at Lake Park West High School beginning at 3PM. Tickets can be purchase at our front desk for \$8.00 or at the door for \$10.00. Mr. Donaldson thanked Lora Vodicka and the rest of the dance instructors for their hard work in 2016-17. The staff is busy preparing for Summer Day Camp activities and field trips. We have at this time 18 full</p>	<p>Recreation Report</p>

<p>registrations and multiple partial camp participants. Beginning on Sunday May 28, we will be moving to our facility summer hours. The only change you will see is that we will be closed on Sunday's through Labor Day weekend. The exception to this is that we will schedule rentals on Sunday's if requested.</p>	
<p>Mr. Baum referenced Mark Goode's report and highlighted that our Loss Control Consultant from PDRMA, Tim Lenac will be visiting in early August for a preliminary review of operations. Mark's report highlighted some of the safety elements as relates to the construction project at Riha Park.</p>	Safety Report
<p>Ms. Piworski said during the past several weeks, she was able to obtain a couple of small sponsorships, one from Wickstrom Chevrolet in Roselle and a second one from Call One. She has been working with the Itasca Bank to obtain the necessary forms for transfer of signatories due to our April 4th Consolidated Election. All commissioners are required to update the Park's financial information with the Bank. Ms. Piworski said the Finance Department review of the Park's audit and preparation of the appropriate financial information that is necessary to be filed along with the audit are being finalized. Medinah Park District has issued payment for all incurred operating expenses for the first five months of Fiscal Year 2017 without removing any reserves in Illinois Funds due to its healthy fund balances. Our first tax revenue payment is expected June 1st. Commissioner Blankenship asked about sponsorship dollars and what areas of the budget they are attributed to.</p>	Business Report
<p>The Park Ranger report has outdoor activity increasing dramatically at park sites throughout the District. The report breaks down information per each site. Evening and weekend rounds increase this time of year with the additional activity.</p>	Park Rangers
<p>Attorney Mraz reported on the Goodenough Park easement agreement with the private developer. The easement agreement is on site this evening for proper signatures from the Board President and Secretary. Commissioner Blankenship asked about language in the agreement that keeps encroachment at the agreed limits. Attorney Mraz responded that provisions are in place within the documents to prevent encroachment beyond legal limits.</p>	Attorney Report
<p>Mr. Baum said the 2017-2018 fiscal budget was presented to the NEDSRA Board of Trustees at their April 5, 2017 meeting. Mr. Baum reminded everyone of the NEDSRA "Reach for the Stars Night" which takes place on June 7th at the Shrine Center in Addison. If anyone still wishes to attend and has yet to respond, please do so before May 24.</p>	<u>Director's Report - Notes NEDSRA</u>
<p>Mr. Baum presented the detailed report outlining the first quarter Metra parking lot revenues, parking count and fines for the daily lot (West Lot) at the Metra station with comparables to the 2016 first quarter. Discussion surrounded ticketing of parkers and those who have multiple tickets processed to them and refuse to make payment. Attorney Mraz explained the process of court proceedings, collection agencies, etc. for parkers who do not pay tickets. Other forms of payment options for daily parkers was discussed.</p>	<u>Quarterly Metra Parking Report – West Lot</u>
<p>Mr. Baum presented the Park District's annual Board of Review worksheets detailing the results of the Medinah Park District's intervention and participation in the 2016 assessment appeal proceedings per the Lake Park Tax Consortium legal team at Robbins Schwartz for review.</p>	<u>2016 DuPage Co. Board of Review – Property Assessments Appeals Report</u>
<p>Mr. Baum said all seeding and blanketing at Thorndale Park has been finalized. We are waiting for temperatures to allow painting of the tennis court complex. Trail work and landscaping at Riha Park continues to move forward. The excavating spoils from the project are not plentiful enough to completely fill in the low area where the old playground was</p>	<u>Master Plan Project Updates – Riha, Thorndale, Goodenough</u>

<p>located. We will need to find extra fill to finalize this portion of the park work. The electronic message sign work has been finalized and the sign is working. Staff has been trained on the sign's operation.</p> <p>Mr. Baum introduced Scott Gibbert of Gibbert & Associates to present the annual audit to the Board. Mr. Gibbert provided a quick yet detailed overview of the main sections and items of the audit.</p> <p>Mr. Baum said we are drawing to a close on our 2014-2017 capital improvement Master Plan. We now need to commence in general discussion on how the District will move forward over the next 5-10 years of its existence. A planning process involving commissioners, staff and the public is necessary to culminate in a 5-10 year Strategic Plan that will drive the future of the Medinah Park District. Lance Murphy mentioned the possibility of doing another survey. John Blankenship had a number of ideas and thoughts. Joe Donaldson explained the brief program survey that was recently sent out. Mr. Baum said we would need to set some dates in the near future.</p> <p>Director Baum, Commissioners and staff decided to find a date that would be appropriate for everyone and Mr. Baum said it does not have to be in June. A final date will be decided at a later date.</p> <p>Lance Murphy asked if there were any comments and concerns from the Board. John Blankenship thanked all for the Color Run event. John Blankenship referenced a possible APP through Active Net about on-line program registration and the website. Jean Ott said a resident told her about vehicles parking at night driving around on the grounds. The resident wanted to know who to call to report these activities. Contacting 911 during the evening and weekend and the Park District during the day is proper. John Blankenship referenced the use of maintenance equipment by one of the baseball organizations at Manary Park and wanted to know the proper procedures in place for this allowance.</p> <p>There were no comments from citizens.</p> <p>There was no unfinished business.</p> <p>It was moved by Jean Ott and seconded by Jessica Meyers to approve Payout #2 (final) in the amount of \$3,982.00 to Omega Sign & Lighting, Inc. for work accomplished as of May 10, 2017 for work on the Thorndale Park electronic message sign, subject to attorney's approval. Mr. Murphy asked for discussion. There was none.</p> <p>ROLL CALL VOTE: Aye: Lance Murphy, Jessica Meyers, Jean Ott, John Blankenship Nay: None Absent: Maryann Grygiel Motion Carried.</p> <p>It was moved by Jessica Meyers and seconded by Lance Murphy to accept the Audited Financial Statements of the Medinah Park District for its fiscal year ending December 31, 2016 as presented.</p>	<p><u>Items for Discussion</u> 2016 Annual Audit Presentation –Gibbert & Associates</p> <p>Strategic Plan Discussion</p> <p>Annual Park Tour</p> <p>Commissioners Comments and Concerns</p> <p>Citizens Comments</p> <p>Unfinished Business</p> <p><u>New Business</u> Payout#2 (final) – Omega Sign & Lighting, Inc.</p> <p><u>Annual Audit – 2016</u></p>
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ROLL CALL VOTE:

Aye: Jessica Meyers, Jean Ott, John Blankenship, Lance Murphy
Nay: None
Absent: Maryann Grygiel
Motion Carried.

It was moved by Lance Murphy and seconded by Jean Ott to approve Resolutions 17-4, a corporate banking resolution changing designating and authorizing certain signatures on Medinah Park District accounts and Safe Deposit box lease with Itasca Bank and Trust, subject to attorney's final approval.

ROLL CALL VOTE:

Aye: Jean Ott, John Blankenship, Lance Murphy, Jessica Meyers
Nay: None
Absent: Maryann Grygiel
Motion Carried.

There was no Executive Session.

There was no Other Business.

It was moved by Lance Murphy and seconded by Jean Ott to adjourn the regular meeting at 9:08 PM. Mr. Murphy asked for discussion. There was none.

All in favor: All Ayes.
Nay: None.
Motion Carried.

Respectfully submitted,
Bruce E. Baum

Board Secretary

Date_____

Lance Murphy, President

Resolution 17-4:
Corporate Banking
Resolution – Itasca
Bank and Trust

Executive Session

Other Business

Adjournment