

**MINUTES OF THE REGULAR MEETING
THE MEDINAH PARK DISTRICT, DUPAGE COUNTY, ILLINOIS
SEPTEMBER 20, 2023**

The Regular Meeting of the Board of Commissioners of the Medinah Park District, DuPage County, Illinois was held on Wednesday, September 20, 2023 at the Park District's Connolly Recreation Center at 22W130 Thorndale Avenue, Medinah, Illinois.

The Pledge of Allegiance was led by President Ott.

Pledge of Allegiance

The meeting was called to order at 7:02 PM by 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

Absent: John Blankenship, Commissioner

Also Present: Bruce Baum, Executive Director/Secretary
 Maria Piworski, Superintendent of Finance/HR
 Jim Huetson, Superintendent of Recreation
 Vince DeGrado, Superintendent of Parks

 Guests: Johannes Hagemann

Commissioner Ott recognized a quorum.

Commissioner Ott asked if there were any additions, corrections or deletions to the Agenda. It was moved by Commissioner Ott and seconded by Commissioner Jarocinski to approve the agenda as Presented. 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

Abstain: None

Motion Carried.

It was moved by Commissioner Bean and seconded by Commissioner Grygiel to approve/accept the Regular Meeting Minutes of August 16, 2023 as presented. Commissioner Ott asked for discussion. There was none.

ROLL CALL VOTE:

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

It was moved by Commissioner Grygiel and seconded by Commissioner Ott to approve the payment of disbursements of past and future bills as presented. Commissioner Ott asked for any questions. Commissioner Bean asked about a payout to Treetops, Inc. Commissioner Ott asked about a payout related to office machinery purchases (computers) and park equipment and Commissioner Jarocinski asked about a payout to Gonzalez-Burke for tree work at Goodenough Park.

ROLL CALL VOTE:

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

It was moved by Commissioner Bean and seconded by Commissioner Ott to approve the payment of disbursement for payroll for the month ending August 31, 2023. Commissioner Ott asked for discussion. There were none.

ROLL CALL VOTE:

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

The Treasurer's Report for the month ending August 31, 2023 was read by Treasurer Jarocinski. The Report will be filed for future auditing purposes.

The Park Maintenance Report has been filed by Supt. DeGrado and is part of the Board Meeting File Report. Commissioners had questions related to weed control at park sites and annual outside contractor work done at the train parking lots.

Approval of the Regular Meeting Minutes: August 16, 2023

Approval of Disbursements for Past and Future Bills as presented

Approval of Disbursements for Payroll – month ending August 31, 2023

Treasurer's Report: August 31, 2023

Staff Reports- Park/Maintenance Report

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| <p>The Recreation Division Report has been filed by Supt. Huetson and is part of the Board Meeting File Report. Commissioners had comments/questions related to the annual Color Run, various sport facility rentals, Teen Scene popularity, program registration forms upgrades, gymnasium floor repair quotes and Food Truck Rally.</p> | <p>Recreation Report</p> |
| <p>The Finance/HR Report has been filed by Supt. Piworski and is part of the Board Meeting File Report. Commissioners had comments/questions related to Replacement Tax totals and how we attain those revenues, tax levy increase allowances, MPD bond retirement and present fund balances and limiting rates. There were donations from Flood Brothers this month. The MPD IMRF rate will decrease for the 2024 fiscal year.</p> | <p>Business/Finance Report</p> |
| <p>The Safety/Risk Management Report was filed by Safety Coordinator Goode and is part of the Board Meeting File report. Commissioners had no comments/questions related to Risk Management.</p> | <p>Safety/Risk Management Report</p> |
| <p>There was no Attorney's Report. Attorney Mraz was not in attendance at the meeting.</p> | <p>Attorney's Report</p> |
| <p>Commissioners nor staff had any comments received from the public</p> | <p><u>Verbal/Written Communication from Public to Board/Staff</u></p> |
| <p>Commissioner Bean had comments related to a few new trees (Cypress) at Goodenough Park that are struggling. Commissioner Jarocinski asked about garbage pickup at the Metra station and who is responsible for cleanup. We do not supply cans at the parking areas. Commissioner Ott asked about PDRMA health insurances, light pole at Riha Park possibly used as a flag pole, grand opening of the Fitness Court with signage at the site and use of other possible vendors for signage work.</p> | <p><u>Commissioners Comments</u></p> |
| <p>Citizen Johannes Hagemann addressed the Board with regard to the condition of the Thorndale Park tennis courts.</p> | <p><u>Citizen's Comments</u></p> |
| <p>Director Baum provided updates on NEDSRA news.</p> | <p><u>Director's Notes – NEDSRA</u></p> |
| <p>Director Baum reminded the Board about the upcoming Harvest Fest this Saturday, September 23 and invited all to attend and/or help at the information tent.</p> | <p>Harvest Fest</p> |

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| <p>Director Baum provided the Board with updated information on the health insurance renewal timeline and estimated increased premium costs for the 2024 fiscal year. Costs will increase at the estimated rates of 7.7% and 7.9% for health insurance.</p> <p>A reminder that the Grand Opening will take place starting at 12noon on Saturday, September 23. There will be giveaways for the public. We welcome all to attend.</p> <p>Director Baum provided the Board with information from L6 Technologies regarding a District wide technology assessment audit. Staff is recommending moving forward with the assessment. This will provide the district with invaluable information on our internal technology capabilities and where our vulnerabilities exist. We currently use multiple vendors for our phones, security cameras, alarm systems, etc. It would be good to get all our tech under one company who can provide annual maintenance and recommendations.</p> <p>October meeting agenda items will include the estimated 2023 levy for the 2024 fiscal year, the 3rd quarter Metra parking report and items related to the creation of the 2024 fiscal budget.</p> <p>The monthly Activity Report/Project Log was provided to Commissioners via email.</p> <p>Director Baum said that staff has prepared the draft list for the 2024 Agency Goal-Setting Workshops by providing a draft of Staff's ideas for goals. We, again, have organized (per department) the number of goals presented in order to better handle and achieve them. The purpose of the review and discussion is to finalize a list of goals to help the Staff move into the 2024 budget development process. The budget development process ties into subject matter for the October meeting that includes an estimate of taxes to be levied.</p> <p>The Director updated the Board on the Legal Firm RFP timeline. We are attempting to lock in a few future dates for interviewing of firms we are interested in. The RFP timeline had the district finalizing the process and having a new firm in place with an agreement by the October meeting. This can be pushed back to the November meeting if necessary. Commissioners discussed possible dates. Commissioners need to provide the Director with the firms they wish to interview based upon a point system of top to bottom preference.</p> <p>President Ott updated the Board on the Executive Director Search process. She provided candidate interest levels based upon the upcoming deadline date of Sept. 27. There needs to be a discussion on selection of dates for the Board level interviews of candidates.</p> <p>Director Baum reminded the Board about the IAPD Best of Best Gala and interest of same related to registration timelines.</p> | <p>2024 PDRMA Health Insurance Premiums</p> <p>NFC Fitness Court Grand Opening</p> <p>Technology Assessment Presentation</p> <p>October Meeting Items</p> <p>Activity/Project Log</p> <p><u>Items For Discussion:</u> 2024 Agency Goal Setting Workshop</p> <p>Legal Firm RFP Dates</p> |
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Commissioner Ott asked for an update regarding the Metra leases and our present concerns for long term success of operational expense/revenues. Director Baum has spoken with our Metra liaison who will be communicating with Metra officials about future meeting dates. She asked about ordering of equipment for Meacham Creek Park (grills, etc.). She also asked about thoughts on meeting with Village of Roselle officials related to a possible future trail system along the Metra tracks leading west into Roselle from Manary Park.

It was moved by Commissioner Grygiel and seconded by Commissioner Ott to approve Resolution 23-21, a resolution approving a dance program services agreement between the Medinah Park District and Innovation Arts Connection for the program instruction term of September 13, 2023 through August 31, 2024. Commissioner Ott asked for discussion. Commissioner Ott asked if there was discussion about an Adult dance class option.

ROLL CALL VOTE:

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

It was moved by Commissioner Grygiel and seconded by Commissioner Bean to approve Resolution 23-22, a resolution approving of the 2023 Goodenough Park Playground Re-development Agreement between the Medinah Park District and D&J Landscape, Inc.. Commissioner Ott asked for discussion. There was none.

ROLL CALL VOTE:

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

It was moved by Commissioner Bean and seconded by Commissioner Grygiel to approve Resolution 23-23, a resolution approving an agreement between the Medinah Park District and Andrews Services Corp. for brochure design services. Commissioner Ott asked for discussion. There was none.

ROLL CALL VOTE:

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

Old Business/Action
Items

New Business
Resolution 23-21:
Dance Program
Services Agreement

Resolution 23-22:
Goodenough Park
Playground Project
Agreement

Resolution 23-23:
Seasonal Brochure
Design Agreement

There was no Other Business before the Board of Commissioners.

Other Business

It was moved by Commissioner Ott and seconded by Commissioner Bean to adjourn the regular meeting of September 20, 2023 at 8:24pm. Commissioner Ott asked for discussion. There was none.

Adjournment

ROLL CALL VOTE:

All in Favor (Aye- 4): Jarocinski, Ott, Grygiel, Bean

Against (Nay): None

Absent: Blankenship

Motion Carried.

Respectfully submitted,

Bruce E. Baum, Secretary – Board of Commissioners

Date: _____, 2023

Jean I. Ott, President - Board of Commissioners