



# ROSELLE PARK DISTRICT

555 W Bryn Mawr Ave  
Roselle, IL 60172  
630-894-4200  
[rparks.org](http://rparks.org)

**Roselle Park District  
Regular Meeting  
July 9, 2025, 6:30 PM  
10 N Roselle Rd., Roselle, IL 60172**

## MINUTES

- I **Call to Order:** President Laura Ellison called the meeting to order at 6:30 PM.
- II **Roll Call** - Present were Commissioners Bob Furlin, Jeff Peto, Katie Kilbridge, Dan Italia, and President Laura Ellison. Also present were Executive Director Lynn McAteer, Deputy Director Nicolette Orlandino, Superintendent of Recreation Mike Loszach and Superintendent of Parks and Facilities Nick Leone.
- III **Pledge of Allegiance**
- IV **Public Input** - no public present  
  
Superintendent Loszach introduced new Recreation Supervisor Collin Srocki to the Board.
- V. **Consent Action:** President Ellison asked for a motion to approve the following consent action: Regular Meeting Minutes of 06/11/2025; Cash Investments Report as of 06/30/2025; Disbursements as of 06/30/2025 in the amount of \$969,581.74; and Budget to Actual Report through 06/30/2025. Commissioner Kilbridge moved, seconded by Commissioner Furlin. A roll call vote was taken with Commissioners Peto, Furlin, Kilbridge, Italia and President Ellison voting Aye. Motion carried.
- VI. **New Business — Items for Discussion**
  - A. **RACF Presentation on Maryann Grygiel Sculpture** – Beth Stein and Gina Cullen presented to the Board an opportunity by the Roselle Arts & Culture Foundation (RACF) (as part of an ongoing project) the RACF is creating a sculpture to honor Maryann Grygiel, a longtime resident and contributor to our community. The Board discussed the prospect of possibly putting the sculpture on park district property.
  - B. **IGA Village of Roselle – Founders Day Fest** – Staff presented the 2025 Founders Day IGA proposal. This version remains consistent with the 2024 agreement, with one key update: all references to the fireworks display have been removed, as it will no longer be part of the Founders Day celebration. The village also made the following changes: Updated village logo and originally stated that the Park District would provide sanitation facilities (and be reimbursed by the village). This was changed to the village providing the sanitation facilities
  - C. **Parkside Presentation by Etienne Sirios** – Staff presented an update on the concept plan for Parkside Park, developed in collaboration with park district intern, Etienne Sirois. Over the past several months, staff have worked closely with Etienne to explore a vision for the park that reflects both functional needs and community values.
  - D. **Kemmerling Park Project Change Orders** – Staff presented changes for the project at Kemmerling Playground, to be made to the original proposal from Great Lakes.
  - E. **Village Updates for Lions Park and Parkside** – As the District's representative on the Town Center Area Plan Steering Committee, President Ellison updated the Board on the Committee's June presentation regarding the potential options for updates to the properties at to Lions and Parkside Parks.
  - F. **Clauss Electronic Sign Proposal** – Staff presented the proposal from Chicago Sign for the replacement of the current sign located at the entry drive of the Clauss Recreation Center. The

proposal includes the installation of a new 3' electronic Watchfire sign, along with the refacing of the existing sign post with stone masonry to match the materials used in the garden bed at the Rec Center entrance. Staff will be able to update the messaging on the new sign using the same software currently used for the Turner Park sign. While this new sign is similar in style to the Turner Park sign, it is larger, allowing for improved readability and more effective communication. The total cost for the sign replacement is \$44,995, with an additional estimated permit cost of \$290. This is a budgeted item.

- G. Ordinance #070925-A Board Policy Manual – Appendix D: Purchase Policy** – Staff presented proposed updates to the Purchase Policy, Appendix D of the Board Policy Manual. The recommended revisions include the following: Credit Card Eligibility – Addition of the part-time Special Events Coordinator to the list of staff members authorized to use a District credit card and Check Signing Authority – An increase in the maximum check amount the Executive Director and Deputy Director are authorized to sign, from \$1,000 to \$5,000. This adjustment is intended to reduce the volume of checks requiring Board member signatures and to expedite the disbursement process. All disbursements will continue to be reviewed in detail at each Finance Committee meeting, and a full disbursement report will remain available for review by the entire Board as part of the monthly Board Reports.

**VII. Action Items**

- A. RACF Sculpture M. Grygiel** – *tabled for later*
- B. IGA Village of Roselle – Founders Day Fest** – *tabled for later*
- C. Kemmerling Park Change Orders** – Commissioner Furlin moved, seconded by Commissioner Peto to approve Kemmerling Park change order #2 in the amount of \$1,967.59, change order #3 in the amount of \$7,735, change order #4 in the amount of \$7,305, change order #5 in the amount of \$3,601, and change order #6 in the amount of \$4,930. Commissioner Furlin moved, seconded by Commissioner Peto. A roll call vote was taken with Commissioners Peto, Furlin, Kilbridge, Italia, and President Ellison voting Aye. Motion carried.
- D. Clauss Electronic Sign Proposal** – Commissioner Kilbridge moved, seconded by Commissioner Italia to approve the proposal from Chicago Sign for the replacement of the Clauss sign in the amount of \$44,995. A roll call vote was taken with Commissioner Furlin, Kilbridge, Italia, Peto and President Ellison voting Aye. Motion carried.
- E. Ordinance #070925-A Board Policy Manual – Appendix D: Purchase Policy** – Commissioner Peto moved, seconded by Commissioner Italia to approve Ordinance #070925-A, amending the Board Policy Manual Appendix D. Purchase Policy as presented. A roll call vote was taken with Commissioner Furlin, Kilbridge, Italia, Peto and President Ellison voting Aye. Motion carried.

**VIII. Reports**

- A. Director's Report** Director McAteer presented the Director's Report and answered questions from the Board. Pool is open thru Labor Day. Deputy Director Orlandino stated that signs are in the process of being installed with e-bikes regulations. Audit of District finance is the 2<sup>nd</sup> week of July.
- B. Reports from Commissioners** - none

- IX. Other** - Director McAteer requested the commissioners give her 3 dates they can meet to discuss RMSBO Contract review.

- X. Adjournment** – Commissioner Italia moved, seconded by Commissioner Kilbridge to adjourn the regular meeting at 8:41 PM. A voice vote was taken with all in favor. Motion carried.

  
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President

Attest:

  
\_\_\_\_\_  
Secretary

8/13/2025  
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Approved