

THE PRAIRIE PARK ADVISORY COUNCIL (PAC) MEETING

Kennedy Park Fieldhouse, 11320 S. Western Avenue, Chicago, IL

Park Supervisor, Rebecca Medrano (312-747-6198)

Tuesday, AUGUST 12, 2025, 6:30-7:30 PM

THE PRAIRIE PARK

EST. 2016



MINUTES

MEMBERS IN ATTENDANCE: 16

PAC BOARD: (4)

1-Charles Williams President
2-Lorraine Linnerud Vice President
3-Dan Niersbach Treasurer
4-Ivette Williams Secretary

PAC MEMBERS: (8)

1-Lisa Adams
2-Dorothy Chandler
3-Milton Chandler
4-Maryann Drake
5-Danielle Jones
6-Jil Ross
7-John Smith
8-Becky Stevens

PARK SUPERVISOR: (1)

Rebecca Medrano

GUEST(S): (3)

Kat Katsma, CPkDt Project Manager
Emily Meyer (and minor daughter)

I. WELCOME & CALL TO ORDER

Charles Williams called the PAC Meeting to order at 6:32 PM. Robert's Rules of Order were in effect.

II. NEW MEMBER(S) & GUESTS

There were no new members present. PAC Secretary, Ivette Williams, welcomed the following guests who joined our PAC Meeting: Chicago Park District Project Manager, Kat Katsma; Emily Meyer and her minor daughter.

III. CHICAGO PARK DISTRICT – Department of Planning Presentation

Kat Katsma, the Chicago Park District project manager assigned to The Prairie Park improvement project attended our PAC Meeting to give us an in-person presentation about the status of the construction project.

Transcript of Kat Katsma's Presentation:

The construction documents have been 95% completed to date. I have provided a preliminary diagram of the walking path, lighting with location of most likely location of water source. Next phase will be going into the permitting process. It is close to being completed. I will go over this diagram with all of you, so you know where the walking path, lighting, and water source are located in the park, and answer any other questions you may have afterwards.



Starting with walkway: The walking path follows with the property boundary line (thick black line on diagram). Lights will be a 2-foot offset. North & South entrances aligning with CDOT walkway path lights: ACORN lights are typically used, but because of property boundary it would have brought lights projecting into homes, therefore we have specified COBRA light fixtures to be used for the light poles. These will be focused down on the path so they will not shine directly into surrounding homes. The COBRA light fixtures will be affixed to the light poles approx. 22 feet above the walkway.

Drinking fountain: Engineers discussed with water management the best placement, it is difficult to place it at the corner of 118th and Oakley and they recommend putting it in the middle between 118th & Bell for community garden. Drinking line will be much better located for access within 100 feet (it could reach with a 100-foot to corner with irrigation).

Questions & Answers:

Jil Ross:

What is the width of the walking path?

Kat Katsma:

The width of the walking path will be 6 feet wide on all 3 sides to match the concrete width on Oakley to comply with ADA accessibility.

Jil Ross:

What is the material of the walking path?

Kat Katsma:

Asphalt material will be used.

Dan Niersbach:

Will it be asphalt on all 3 sides?

Kat Katsma:

Yes, connecting to existing sidewalk on Oakley.

Ivette Williams:

How long does asphalt last?

Kat Katsma:

Anywhere from 5 to 30 years depending how the walking path is used, for example, not having heavy machinery drive on it, etc. will make it last longer. It is durable, especially for walking paths.

Dan Niersbach:

Will there be a slight pitch in the walkway?

Kat Katsma:

Yes, there will be a 1% pitch that will not be noticeable but will allow for water run off.

Ivette Williams:

How much advance notice notice will we get so we can plan for PAC events?

Kat Katsma:

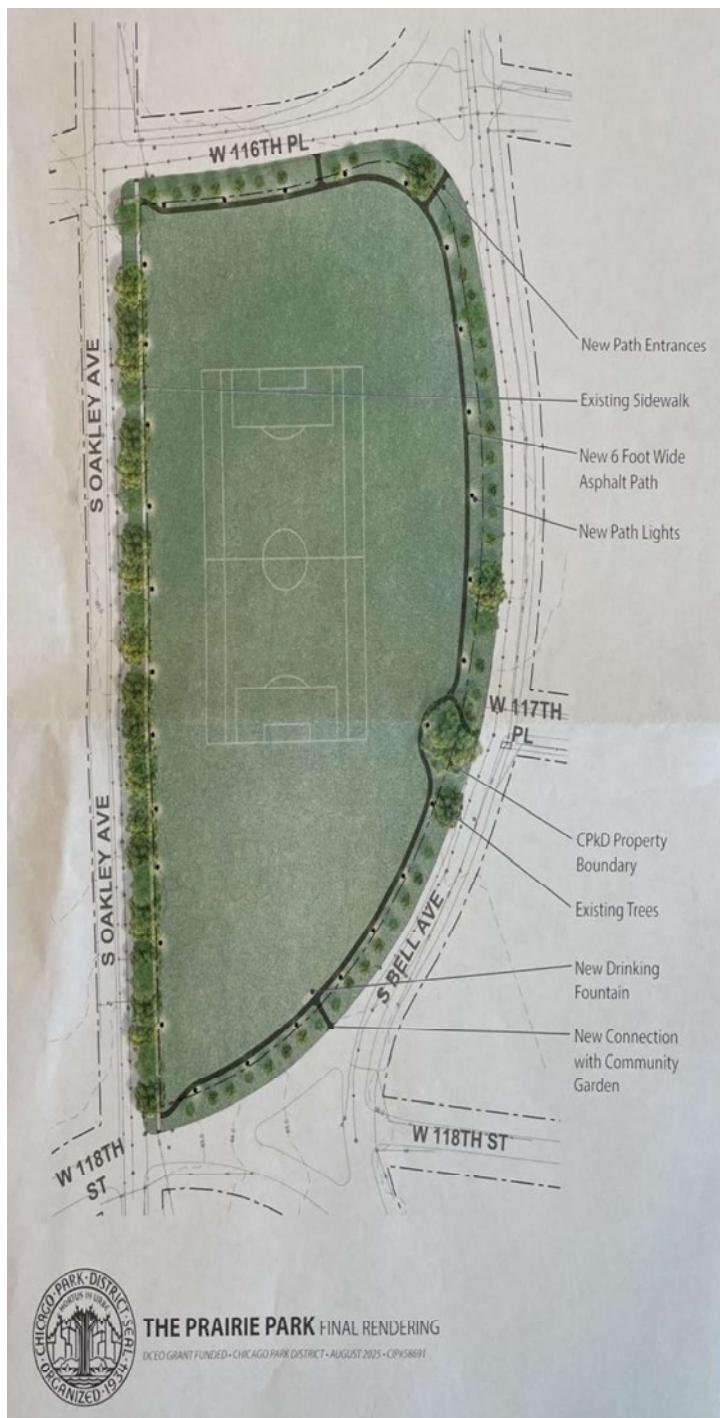
There is a notice to proceed of 2 weeks.

Jil Ross:

When is the start/finish dates?

Kat Katsma:

We do not have any projected dates yet. We need amendments back first to finish documents before starting the permitting process.



Maryann Drake:

What is the average wait time to complete a project this size as our project grant deadline approaches?

Kat Katsma:

Rest assured, we will not lose the grant. The project may not start this year. It may start during 1st quarter of 2026. The permitting process is long, followed by a bid of contractors, and then they choose from this robust pool of contractors that are pre-vetted.

Maryann Drake:

What type of water fountain will be installed?

Kat Katsma:

It is a two-tier water fountain with water spigot to attach hose for garden use.

Jil Ross:

Does the project have to start during the dry season?

Kat Katsma:

Weather must be above 35 degrees, not too hot, but not too cold, early spring install is ideal, water tapping above freezing 40 degrees.

Ivette Williams:

Is this the final drawing?

Kat Katsma:

This rendering is close to final, but we may do some more minor tweaks, but it will not change much as far as overall layout.

Rebecca Medrano:

Is this timing normal for construction?

Kat Katsma:

As far as projects go, this is typical. We are working with 8500 square feet on the walking path. There are utility hook-ups, and taking into consideration not to displace storm water management issues; etc.

Lorraine Linnerud:

Is there an order the way they do the construction?

Kat Katsma:

Water starts first depending on electrical or one before the other; utility underground, lighting is in, then dig for walkway; anything touched by construction that digs the trenches.

Lorraine Linnerud:

If existing curbs around the park are damaged, who handles repairing them?

Kat Katsma:

Curbs around the park are CDOT's responsibility to repair. The construction company will however repair any damage caused by the construction.

Rebecca Medrano:

Who will manage the lights?

Kat Katsma:

Initially the Project manager on construction site and/or electrician on construction site. Eventually the park supervisor will control the lights on and off from Kennedy Park for The Prairie Park on same schedule as Kennedy; lights will be turned off by 11 pm when park closes.

IV. APPROVAL OF MINUTES

Charles Williams asked for a Motion to accept Minutes from 6/10/2025.

Motion accepted by Maryann Drake; seconded by Dan Niersbach.

All in Favor, AYE. No one opposed.

V. MOTION(S)

None of the two Motions on Agenda were entered for voting. Both Motions were tabled unanimously for later. All in Favor, AYE. No one opposed.

VI. PAC BOARD VACANCIES

PAC President, Charles Williams, announced that the Board Officer elections will take place at the September 9, 2025 PAC Meeting for the new fiscal year: 2025-2026 (fiscal year: 9/1/2025-8/31/26). The following PAC members in good standing will run for the following Board Officer positions: Lorraine Linnerud will run for Board President; Jil Ross will run for the Board Vice President; and Milton Chandler will run for Board Treasurer. The Board Secretary position is still unfilled to date. Deadline to let our park supervisor, Rebecca Medrano, know by 8/31/25 (call: 312-747-6198 or email: Rebecca.Medrano@chicagoparkdistrict.com). Board elections will be held in person at our next PAC Meeting on 9/9/25 at the Kennedy Park fieldhouse at 6:30 pm. All ballots shall be cast IN PERSON only by voting members of the PAC.

VII. TREASURER'S REPORT

Bank Statement and Treasurer's Report attached with detailed information. PAC Treasurer, Dan Niersbach, gave a brief verbal summary of Treasurer's report and PAC's bank monthly activities from June 1-30, 2025 & July 1-31, 2025.

JUNE

Beginning Balance:	\$3,942.32	Ending Balance:	\$3,456.41
---------------------------	-------------------	------------------------	-------------------

Deposits: \$15.00 ^{1/} Total Expenses: \$500.91 ^{2/}

^{1/}Donations (3-\$5) from PAC Vice President, Lorraine Linnerud (card testing new SwipeSimple link).

^{2/}WorldPay and bank fees (\$43.60); Refunds generated back to credit cards that were still active re fraudulent donations (\$387.15); PAC event expenses for "Meet & Greet" (\$17.63, \$52.53). See JUNE Treasurer's Report for itemized detail.

JULY

Beginning Balance:	\$3,456.41	Ending Balance:	\$3,450.74
---------------------------	-------------------	------------------------	-------------------

Deposits: \$30.00 ^{1/} Total Expenses: \$35.67 ^{2/}

^{1/}Cash donation received from PAC event "Meet & Greet".

^{2/} WorldPay and bank fees (\$35.67). See JULY Treasurer's Report for itemized detail.

VIII. NEW BUSINESS

1. Reimbursement Request: PAC Vice President, Lorraine Linnerud sent an email on 7/28/25 from Board to WorldPay & Fifth Third Bank Account Executives requesting reimbursement and guidelines on remaining fraudulent funds of (\$705 approx.), which we are holding on to just in case it needs to be refunded later too. WorldPay fixed vulnerabilities on their end but fraudsters were still able to test cards through our link by cloning it. Except for \$1,500, \$15,000 had been processed but WorldPay caught it before it hit our account. We are still awaiting reply on next steps. (See Attachment #1)
2. WorldPay IQ Portal Refunds: List attached of refunds generated by PAC Vice President, Lorraine Linnerud on 6/2025; only active cards were able to be refunded since some credit cards were closed. There is a balance of approximately \$705 still unresolved on how to continue. We are working with WorldPay, Fifth Third Bank and Chicago Parks Foundation, but so far there has been no satisfactory resolution to date. This all started in March & April 2025 when our SwipeSimple account was cloned, and stolen credit cards

were used to make fraudulent donations to our PAC account using our online virtual link. Lorraine Linnerud is the lead contact on this ongoing matter. (See Attachment #2)

IX. COMMITTEE REPORTS

- Park Investment Committee: L. Linnerud –Committee Report was provided in advance of meeting. Lorraine provided the following update from project manager, Kat Katsma:
Construction documents have progressed (95% finalized) and the Team is finalizing details for review before they are wrapped up for the bidding and permit process. The Team did an analysis of existing utilities to determine the exact location of the drinking fountain which will still be on the south end of the park accessible to a future community garden. Once construction documents are finalized, a Park District representative will meet with the PAC at a scheduled meeting to present the layout. The PAC will be notified when the Park District is ready to present.
Committee Chairs: Lorraine Linnerud (chair), Milton Chandler (co-chair).
Committee Members: JoAnn Altenbach, Katrina Dillard, Charmaine Sevier, Ivette Williams.
- Park Events Planning Committee: No committee report this month. No events planned for August & September.
Committee Chairs: JoAnn Altenbach (chair), Andrienne Horton-Smith (co-chair).
Committee Members: Maryann Drake, Mary Dunneback, Candace Evans, John Smith, Ivette Williams.
- CAPS Meetings: FYI. No report for 8/7 CAPS Meeting. Next CAPS Meeting will be on 9/4 at 6 pm. Beat #2212 - 22* District Police Station, 1900 W. Monterey at 6 pm: Sept. 4th & Oct. 2nd.

X. PARK SUPERVISOR

- Calendar; Park Requests: Schools are just starting to reach out; then will have schedule ready. When giving permits out for park use, I will give the PAC a heads up. No permits to date.
- Other: Kennedy Park will host “Jazz in the Park” concert on 9/13 (Sat.) at 5 pm.

XI. PAST & UPCOMING EVENT(S)

- No new PAC events are planned for August & September.

XII. OLD BUSINESS

September Board Officer Elections/Candidate Eligibility:

- The Board Officer elections will take place at the September 9, 2025 PAC Meeting for the new fiscal year: 2025-2026 (Fiscal Year: 9/1/2025-8/31/26). All ballots shall be cast IN PERSON only by voting members of the PAC.
- Any PAC member is welcome to run for any officer position (whether vacant or not) if you meet the requirements for eligibility (must be a Chicago resident, not a Chicago Park District employee, must have filled out a PAC membership form and have attended at least 2 PAC meetings since the last election).
- To join the Prairie PAC Board, you must fill out the Chicago Park District Volunteer Application and get fingerprinted (free of charge).
- Steps for Fingerprinting Process:
Fill out Volunteer Application Form, go to:
chicagoparkdistrict.com/get-involved/volunteer.
Scroll down to “Long-Term Volunteer Application”.
Follow “Steps to become a long-term volunteer.”
<https://assets.chicagoparkdistrict.com/s3fs-public/documents/Volunteers/Volunteer-Application-for-Adults-fillable.pdf>

Email completed application to Maria Stone: volunteers@chicagoparkdistrict.com. Once processed, you will receive an email with instructions & locations for fingerprinting. Please send one page receipt to PAC Secretary, ThePrairiePark@gmail.com.

XIII. ADDITIONAL BUSINESS

➤ Park Use: L. Linnerud - In-Depth Discussion about Soccer Tournament (8/3/25), compliments, questions & complaints from PAC members in attendance:

- It was a well-organized event, lots of teams playing soccer and parents & families watching games, Residential zone parking was enforced. We had not seen so much activity taking place in the park. Everyone was having a fun time.
- How to request park security? (call Kennedy Park 312-747-6198).
- Can someone request a park permit a day or two before? (Yes, if they have everything filled out on form, pay the fee, follow park rules, etc.).
- More advance notice whenever possible to PAC would be helpful so we can let community know.
- Complaint of kids climbing trees and breaking branches (not much can be done, kids play in the park, it is park property. The tree in question was already damaged, and service request for removal was submitted.).
- Use of alcohol in park (call 911, that is a police issue, no alcohol is permitted in park).
- One car was illegally parked in front of fire hydrant on park side on Bell and 911 was called. The car moved and another car took the spot. (The park district cannot enforce this issue, it is a police matter. The correct action was taken.)

XIV. NEXT PAC MEETING

The next PAC Meeting will be held on Tuesday, September 9, 2025, from 6:30-7:30 pm at Kennedy Park.

BOARD: The PAC Board meets two Saturdays before the PAC Meeting to set the Agenda for the upcoming meeting. If you would like to add an item to the Agenda, please contact one of the PAC Board Officers:

President
Vice-President
Is Secretary
Treasurer

Charles Williams
Lorraine Linnerud
Ivette Williams
Dan Niersbach

[REDACTED]@aol.com
[REDACTED]@gmail.com
[REDACTED]@icloud.com
[REDACTED]@sbcglobal.net



XV. ADJOURN

Meeting was adjourned by Charles Williams at 7:42 pm.

Submitted by: Ivette Williams, The Prairie PAC Board Secretary

Two handwritten signatures are shown side-by-side. The signature on the left is "Charles Williams" and the signature on the right is "Ivette Williams".