

THE PRAIRIE PARK Park Advisory Council (PAC) Meeting
Kennedy Park Fieldhouse, 11320 S. Western Avenue, Chicago, IL 60643
Tuesday, January 13, 2026, 6:30 PM
MINUTES

ATTENDANCE: 9

Members:

Lorraine Linnerud-President	Jil Ross-Vice President
JoAnn Altenbach	Dan Niersbach
Katrina Dillard	Becky Stevens

Guests:

Renee Murphy (Blackwelder Park)

Chicago Park District:

Rebecca Medrano, Park Supervisor
Tricia Orszula, Area Manager

I. WELCOME & CALL TO ORDER:

Welcome introduction and meeting was called to order at 6:34 PM by Lorraine Linnerud.

II. NEW MEMBERS/GUESTS: Renee Murphy (Blackwelder Park) and Tricia Orszula, CPkD Area Manager.

Park Supervisor Rebecca Medrano introduced our newly appointed Area Manager, Tricia Orszula. Ms. Orszula is replacing retiring Area Manager Ed Affolter. She has been with the Chicago Park District for 24 years, most recently as Park Supervisor at Wentworth Park. We enjoyed meeting with our new Area Manager.

III. APPROVAL OF MINUTES from last meeting:

JoAnn Altenbach moved to approve the November 18, 2025 meeting minutes, seconded by Becky Stevens. The motion passed unanimously.

IV. MOTIONS – (see VI. Park Event Planning Committee report)

V. TREASURER’S REPORT:

Lorraine Linnerud provided Treasurer’s Report (on behalf of Treasurer Milton Chandler) and a summary of the PAC’s bank monthly financial activities for November and December, 2025

Beginning Fifth Third Bank Balance as of November 1, 2025 was **\$3,744.18**. Credits included: 1) Three donations totaling \$75.00. There were two Debits 1) 17.66 SwipeSimple fees, 2) \$95.90 Pet Waste station bags Debit Card purchase. Our ending account balance as of November 30, 2025 was **\$3,715.62**.

Beginning Fifth Third Bank Balance as of December 1, 2025 was **\$3,715.62**. No Credits were received. Two Debits included: 1) \$12.59 SwipeSimple fee. 2) \$23.19 renewal fee (Debit Card) for ThePrairiePark.org domain. Our ending account balance as of December 31, 2025 was **\$3,679.84**.

We have one outstanding debit of \$704.00 representing March-April fraudulently deposited funds which have not yet been disputed. We are waiting for Fifth Third /WorldPay guidance on final disposition of the \$704.00 fraudulently deposited funds in our account. Therefore, as of December 31, 2025 we have **\$2,975.84 available balance** which excludes the \$704.00 fraudulent funds still in our account.

VI. COMMITTEE REPORTS:

Park Investment Committee: Committee Chair Lorraine Linnerud reported Build Illinois grant implementation progress: Engineering team is working to finalize 100% construction documents and is coordinating w/ ComEd on permit process; CPkD Budget team applied for a grant extension which was approved and extended to 10/31/2026.

Park Event Planning Committee: Committee Chair JoAnn Altenbach summarized planned 2026 events:

- March: Game Night @ Kennedy Park, Budget \$100

- Quarterly: Zoom Book Club - April, July, October
- Prayer Walk: April, July, September
- May: Kite Fly, same budget as last year (additional liability insurance probably not necessary)
- June: Meet and Greet, same budget as last year
- August: Prairie Park Purge, same budget as previous years
- October: Fall Social, same budget as last year

Dan Niersbach moved to approve the \$100 budget requested by the Park Event Planning Committee for the planned Game Night. Katina Dillard seconded the motion. The motion passed unanimously

VII. PARK SUPERVISOR UPDATE: Rebecca Medranno reported:

- REQUESTS: IN PROCESS and/or APPROVED requests for park use. – none currently.
- CALENDAR: SCHEDULE of events - none currently.
- OTHER –1) The nine Soccer and Rugby nets were removed from the park. 2) Thanked the PAC for their Kennedy Park holiday decoration donations. 3) Kennedy Park is collecting “Winter Warmth Drive” hats, scarves, gloves, etc. donations until Friday, Jan. 16 to support women & children in shelters across Chicago.

VIII. OLD BUSINESS:

Lorraine Linnerud reported that WorldPay and Fifth Third confirmed that it is up to the credit card companies to process refunds for the remaining \$704 fraudulently deposited funds in our Fifth Third PAC account. They noted that since many months have passed and the individual transactions are smaller amounts, the credit card companies have most likely closed those cases and/or written them off as "bad debt." Their final recommendation is for us to allocate \$704 as a miscellaneous restricted credit, until the maximum length of the statute of limitations is over (can be up to 540 days/18 months after the original transaction -until October 1, 2026). Most likely nothing would happen in that time period, but best to take that precaution just in case.

IX. NEW BUSINESS:

1. Lorraine Linnerud reported that the Board submitted the **annual Chicago Parks Foundation fiscal partnership renewal due 1/31/26**: 1) Fiscal Partnership Agreement, 2) \$75 Fiscal Partnership Fee, 3) 2025 Financial Report, including a line-by-line accounting of all our PAC 2025 income and expenses, and the official December 2025 Fifth Third Bank account statement.
2. We paid our **annual website domain**, ThePrairiePark.org, \$23.19 renewal fee. Website being reviewed for outdated information, also the Swipe Simple donation link has been corrected.
3. The Chicago Park District (CPkD) will be conducting an **inventory of all PAC binders** in early 2026 -PACs are required to maintain a binder containing meeting agendas, minutes, bylaws, attendance, and financial statements. Our binder is kept at Kennedy Park. PACs are required to keep all materials for at least five years and redact personal information (email, address, phone number).
4. **PAC SPECIAL EVENT LIABILITY INSURANCE PLANNING SURVEY DUE FEBRUARY 1, 2026**- For CPkD 2026 liability insurance planning, our PAC will submit 2026 planned events as requested by Feb. 1.
5. Reminder: All PAC Members who handle funds on behalf of the PAC or who interact with children as a part of their role in the PAC must complete and submit a **Volunteer Application** to the Park District and .complete a **Park District-approved background check (includes fingerprinting) prior to volunteering**. Park Supervisor Medrano can verify which PAC members have been fingerprinted.
6. **Activity Request Form for all PAC events** and meetings-must be submitted to Park Supervisor for processing. Need to allow **at least 45 days** for processing. Any PAC event that is outdoors, with 50+ attendance will require a [special event application and permit](#). Additional insurance needed if: 500 plus attendance, live animals, inflatables managed by the PAC, perishable food, partners, amplified sound, stages, alcohol.
7. Lorraine Linnerud provided examples of **outdoor Message Boards** we might want to consider for our Park.

X. PAST EVENTS:

Lorraine Linnerud reported that she attended Chicago Parks Foundation (CPF) December South Region PAC Gathering at Jackson Park fieldhouse on 12/6/25. We enjoyed snacks and networking. Many PACs are

frustrated with the slow pace of Capital projects. Several PACs expressed an interest in Social Media best practices. A couple of PACs voiced concern regarding the length of time to get reimbursed by CPF for donations in excess of \$2,000 (which must be sent to CPF for deposit). CPF is working on recommendation as alternate to SwipeSimple for online donations.

Jil Ross stated that Park Supervisor Rebecca Madrano reported that Kennedy Park (Holiday wish list was posted on our Facebook) received an Amazon gift card, a donation containing stockings and Santa hats, and monetary donations from our PAC members.

Jil Ross reported that our PAC and community members responded to a call for winter coats, resulting in 15 gently used and new coats being donated in support of Growing Good Strategies. These contributions were part of a larger effort that facilitated the distribution of 100 coats to migrant and refugee families across the Chicago area.

As a 501(c)(3) organization through our fiscal partner, Chicago Parks Foundation, our PAC is committed to outreach and creating meaningful giving opportunities, both within our local community and throughout the greater Chicago area.

XI. UPCOMING EVENTS

Annual PAC Conference at Malcolm X College. 01/17/26 Annual PAC Conference at Malcolm X College.

Register at: <https://www.chicagoparkdistrict.com/pac-conference>

Chicago Parks Foundation monthly PAC Virtual Office Hours - Thursday, 01/22/26, 4:30PM - 6PM

"Drop In" to the Zoom anytime! <https://us02web.zoom.us/j/81005417454> Meeting ID: 810 0541 7454

XII. NEXT PAC MEETING:

The next PAC Meeting will be held on Tuesday, March 10, 2026, from 6:30-7:30 pm at Kennedy Park.

XIII. PAC Meetings for 2026: Bi-monthly (every other month) on the 2nd Tuesday, each odd-numbered month, at 6:30 PM, Kennedy (Dennis) Park fieldhouse, Rago room.

January 13, 2026, March 10, 2026, May 12, 2026, July 14, 2026, September 8, 2026, November 10, 2026

XIV. ADJOURN: The meeting was adjourned at 7:35 PM. Respectfully submitted: Lorraine Linnerud, President

Lorraine K. Linnerud

The Prairie Park Advisory Council



Website: <https://theprairiepark.org>

Email: theprairiepark@gmail.com

Donation: https://swipesimple.com/links/lnk_449e566ddea2eb296fd92599ba3e6744

Facebook: The Prairie Park Advisory Council (PAC)

2025-2026 THE PRAIRIE PARK ADVISORY COUNCIL BOARD

Lorraine Linnerud, President Jil Ross, Vice-President Milton Chandler, Treasurer