
NILES PARK DISTRICT
Minutes of Regular Board Meeting
Howard Leisure Center
Tuesday, October 16, 2018
6:00 pm

BOARD MEMBERS

PRESENT: Chris Zalinski, President
Ray Czarnik, Vice President
Dennis O'Donovan, Treasurer
Pat Byrne, Commissioner

ATTORNEY

PRESENT: Dan Shapiro, Attorney

STAFF MEMBERS

PRESENT: Tom Elenz, Executive Director
Scot Neukirch, Director of Finance
Heather Petrie, Executive Admin. Coordinator

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1. **CALL TO ORDER**
President Zalinski called the meeting to order at 6:00 p.m., Tuesday, October 16, 2018.
 2. **PLEDGE OF ALLEGIANCE TO THE FLAG**
President Zalinski led the assembly in the Pledge of Allegiance.
 3. **ROLL CALL**
Recording Secretary Petrie called the roll. All commissioners were present except Commissioner Genualdi.
 4. **CHANGES TO AGENDA**
No changes were made to the agenda.
 5. **CONSENT AGENDA APPROVAL**
 - A. Minutes of the Regular Board Meeting of Tuesday, September 18, 2018.
 - B. Voucher List as presented October 16, 2018. Approval of Disbursements:
VOUCHER LIST OF BILLS PRESENTED FOR APPROVAL ON OCTOBER 16, 2018 -SUMMARY BY FUND:

General Fund	127,722.46
Recreation	126,815.45

Ice Rink	40,102.35
Swimming Pool	15,677.48
Golf Course	28,441.30
IMRF	-
Debt Service Fund	950.00
General Liability	-
Paving and Lighting	192.50
Police Protection	108.00
Handicapped	6,252.99
Capital	5,813.80
Audit	-
Grand Total:	<u>\$352,076.33</u>

A motion was made by Commissioner Byrne and seconded by Commissioner Czarnik to accept the minutes of the Board Meeting of Tuesday, September 18, 2018 and the Voucher List as presented. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes

The motion passed 4-0

6. **TREASURER'S REPORT**

Treasurer O'Donovan reviewed the Treasurer's Report.

A motion was made by Commissioner Czarnik and seconded by Commissioner Byrne to approve the Treasurer's Report as presented. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes

The motion passed 4-0

7. **REPORTS OF PARK OFFICIALS**

A. **President's Report.**

President Zalinski reported that he received an email from Les McCarthy, the son of Jack Leske, informing the Park District of his father's recent passing and how much his father valued his time spent with the Park District. Flowers were sent to his memorial service from the Park District. Executive Director Elenz mentioned that the Park

District would also be looking into planting a memorial tree on the golf course in his honor.

B. Attorney's Report.

Dan Shapiro added that there is a resolution to engage Knutte & Associates for their auditing services. Additionally, Dan and Executive Director Elenz have discussed reviewing the Park District's code of ordinances, much of which is outdated and obsolete.

8. NEW BUSINESS

A. DISCUSSION/APPROVAL FOR THE USE OF GOLF MILL PARK ON JUNE 8, 2019 FOR THE BUTTERFLY AND ART FAIR

Executive Director Elenz made the following comments:

The Village of Niles approached the Park District regarding the use of Golf Mill Park on June 8, 2019 for an art festival which would include art tents, children's activities, a bounce house, and a butterfly launch for an estimated 200-400 people for a 30 minute period. The event would be scheduled from 10:00am – 3:00pm. The Park District is asking the board for approval.

A motion was made by Commissioner Byrne and seconded by Commissioner O'Donovan to approve the use of Golf Mill Park by the Village of Niles on June 8, 2019. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes

The motion passed 4-0.

B. DISCUSSION/APPROVAL OF KNUETTE AND ASSOCIATES FOR PARK DISTRICT AUDITING SERVICES

Finance Director Neukirch made the following comments:

The Niles Park District Finance Department sent requests for sealed proposals from qualified firms of certified public accountants to audit the financial statements for the fiscal year ending December 31, 2018 with the option of auditing its financial statements for each of the four subsequent fiscal years. Requests for proposals were sent to 15 firms and posted on the Park District's webpage. Of those returned, staff recommends Knutte and Associates as the Park District's auditors, primarily because Knutte has the overall lowest price and the most experience with park districts of the submitted proposals. The Park

District has worked with Knutte for a number of years already and has not had any issues with their work.

A motion was made by Commissioner Byrne and seconded by Commissioner Czarnik to engage the use of Knutte and Associates for auditing services. Recording Secretary Petrie called the roll.

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes

The motion passed 4-0.

C. **DISCUSSION OF FENCING OPTIONS AT GREENWOOD PARK**

Executive Director Elenz presented fencing options to the board to be installed around Greenwood Park, between the playground and Greenwood Avenue. The options are chain link, white picket fence style, and wrought iron. The board opted for black chain link fencing.

9. **OLD BUSINESS**

There was no old business to discuss.

10. **MISCELLANEOUS**

Executive Director Elenz discussed the additional sign over by Golf View that could not be put on the easement because of underground utilities. The alternative to that was to put something under the 'golf learning' sign. He showed the board a diagram of the proposed suggestion. The board would like to add 'Tam Tennis' under 'golf learning center'.

President Zalinski wanted to mention that Commissioner Genualdi's father passed away, and expressed the board's condolences.

11. **CITIZENS WISHING TO ADDRESS THE BOARD**

There were no citizens who wanted to address the board.

12. **CONVENE INTO EXECUTIVE SESSION**

There was no need to convene into Executive Session.

13. ADJOURNMENT

A motion was made by Commissioner Byrne and seconded by Commissioner O'Donovan to adjourn the Regular Board Meeting of October 16, 2018. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes

The motion passed 4-0

APPROVED:

**President
Board of Commissioners**

Board Secretary

Date: October 16, 2018