
NILES PARK DISTRICT
Minutes of Board Meeting
Tuesday, July 19, 2022
6:00 pm

Board Members present: Scott O'Brien, President
 George Van Geem, Treasurer
 Jim Hynes, Commissioner

Staff Members present: Tom Elenz, Executive Director
 Scot Neukirch, Director of Finance
 Heather Petrie, Executive Admin. Coordinator
 Robin Brey, Recreation Programs
 Laura Newton, Tam Tennis
 Jim Majewski, Facilities Superintendent
 Chris Czajka, Grounds Superintendent
 Marty Stankowicz, IceLand
 Peter Dubs, Tam Golf Course
 Paul Nielsen, Athletic Director
 Julie Jentel, Marketing

1. Call to Order

President O'Brien called the regular board meeting to order at 6:00 p.m.

2. Pledge of Allegiance

President O'Brien led the assembly in the pledge of allegiance.

3. Roll Call

Recording Secretary Petrie called the roll. Commissioners O'Donovan and Genualdi were absent.

4. Changes to the Agenda

There were no changes to the agenda.

5. President's Report

President O'Brien, on the behalf of the Niles Park District, offered sincere thoughts and prayers for all those who were impacted by the heinous act of violence that took place on the 4th of July in the neighboring community of Highland Park. The Park District offers its deepest condolences to those who lost a family member, loved one or friend. For those who lost their life that day, the park district observed a moment of silence.

President O'Brien added that he feels very fortunate and blessed to have had a very successful 4th of July in Niles. He thanked the park district staff for working to host a first-class post parade party. President O'Brien received positive feedback from Niles residents about the after party. He also thanked the Village of Niles, the Niles Police Department and Fire Department for their involvement in the day.

6. Consent Agenda Approval

Minutes of the Regular Board Meeting of Tuesday, June 21, 2022
Voucher List as presented June 30, 2022 – summary by fund:

General Fund	\$124,556.45
Recreation	\$117,073.91
Ice Rink	\$14,758.37
Swimming Pool	\$18,802.58
Golf Course	\$17,128.28
IMRF	-
Debt Service Fund	\$475.00
General Liability	\$9,456.21
Paving & Lighting	\$20,584.60
Police Protection	\$108.00
Handicapped	\$910.53
Capital	-
Audit	-
Grand Total	\$323,853.93

A motion was made by Commissioner Hynes and seconded by Treasurer Van Geem to accept the minutes of the Board Meeting of Tuesday, June 21, 2022, and the Voucher lists as presented, June 30, 2022. Recording Secretary Petrie called the roll:

President O'Brien	Yes
Treasurer Van Geem	Yes
Commissioner Hynes	Yes

The motion passed 3-0

7. Treasurer's Reports

Treasurer Van Geem read the treasurer report.

A motion was made by Treasurer Van Geem and seconded by Commissioner Hynes to accept the treasurer report. Recording Secretary Petrie called the roll:

President O'Brien	Yes
Treasurer Van Geem	Yes
Commissioner Hynes	Yes

The motion passed 3-0

8. Reports of Park Officials

A. There was no Attorney's report.

9. Discussion/Approval of 2021 Audit

Martha Trotter from Sikich presented the results of the Park District's 2021 audit. Martha started by saying that Sikich was pleased to issue a clean, unmodified opinion of the district's financial statements. This is the highest level of opinion they can issue. The Annual Comprehensive Financial Report provided to the board gives a detailed analysis and summary of the financial statements. Once the Annual Comprehensive Financial Report is completed it is submitted to the Government Finance Officers Association (GFOA). The GFOA has standards by which it issues the Certificate of Achievement for Excellence in Financial Reporting, which the Park District has earned. It is the highest certification that can be issued.

Executive Director Elenz thanked the finance department for their work in assisting with the audit.

A motion was made by Commissioner Hynes and seconded by Treasurer Van Geem to approve and accept the 2021 audit. Recording Secretary Petrie called the roll:

President O'Brien	Yes
Treasurer Van Geem	Yes
Commissioner Hynes	Yes

The motion passed 3-0

10. **Board Reports**

Robin Brey, Programs Supervisor

- Summer camps at both Oasis and Early Childhood camps at Howard are filled with waiting lists. A big THANK YOU to our counselors who are doing a tremendous job and help to make our camps successful.
- The Penny Carnival special event is back on Friday 7/29 at Oak Park. Along with the concert that will be taking place, kids can play games for a penny and win a prize. Always a popular event for the kids and families.

Laura Newton, Tam Tennis

- We will start to collect permanent court time payments in August.
- We have 35 permanent court time captains and 13 of which have either multiple days or multiple courts. Average weeks that they pay for are 35.
- In late August we will do power cleaning of the courts and any maintenance that needs to be done.
- We are \$15,831 ahead of last year currently.
- Our Junior, program, court fees and nonresident tennis memberships are higher currently vs. last year, year to date.

Jim Majewski, Park Services

- Oakton Manor dugout covers have been installed
- Getting prices from same contractor to do Jonquil and Washington shelters
- Drinking fountains have been started to be installed
- An exterior camera has been installed at Oasis East side
- Pool filters have been delivered to the shop and the bid is going out for installation

Marty Stankowicz, IceLand

- We are halfway through our summer camps and summer programs. They end August 14 and the last two weeks of August will be used for scheduling and maintenance.
- We will start our fall session after Labor and it will run for 14 weeks, ending just before Christmas break.
- Fall rentals are being finalized along with Rangers hockey ice slots.
- The outdoor rink will be rented for Lacrosse starting in September and running into November. Plans are to paint the floor after summer camps and before the rental.
- Actively searching for night supervisors for busy fall schedule. We lost 3 to full time positions and need to fill them before October.

Chris Czajka, Superintendent of Grounds

- Created a butterfly garden / natural area at Oak Park (South-west corner of the park)
- Playground inspections and repairs / Parkwide / Vandalism removal if need be
- Shrub trimming and tree maintenance – Parkwide
- Mowing turf and garbage removal daily
- Mulching and weeding beds daily – Parkwide

Julie Jentel, Marketing

- Promoting our Summer special events and early Fall programs.
- Moving along with the Fall Guide. Guide will come out mid to late August with some programs beginning in September.
- A State Farm agency in Chicago is our newest sponsor with a banner at Pioneer. And the VFW renewed their sponsorship for another year.

Paul Nielsen, Athletics Department

- The Summer Youth Basketball Season has started its season and the enrollment is over 1500 players. That is the highest number of players we have ever had enrolled in the summer league.
- Sport Camp is in its sixth week and things are going along smoothly. All the campers seem to be enjoying their days.
- In the month of July, we are offering Soccer Camps, Vince Thomas Basketball Camps, and Volleyball Camps
- All the Softball Tournament and Baseball tournaments are being played each week during the month of July.

Peter Dubs, Tam Golf Course

- June was a strong month at the golf course with us hosting over 6600 rounds. We did beat last year's numbers by about 500 rounds and managed to cut a little into the yearly deficit from the slow start this spring.
- We hosted the 6 county senior olympics on Monday July 11th. After seeing decreased participation during the pandemic they exceeded their expected attendance with 36 players coming out to the course this year. They already have said they plan to return to Tam again next season.
- We began to utilize a mini-fridge in the pro-shop which Marty was kind enough to let us grab from Iceland. We now have bottled water, gatorade, and iced coffee beverages available for purchase. This allows us to be able offer refreshments to visitors in the early morning hours before the restaurant and their beverage cart begin operations. We are moving a good amount of product which will boost our pro-shop sales for the season.

Jim Stoneberg, Golf Course Maintenance

- Flood damaged in low areas ongoing turf overseeding, and restoration.
- Heavy turfgrass disease pressure has increased the amount of fungicide application.
- Crabgrass and broadleaf weed control is ongoing.
- Irrigation systems cleaning and repairs as needed to prepare for July and August heat.
- Lia bolt irrigation work for 2 days locating and repairing old, rusted solenoids and underground wire breaks in sprinkler head connection.
- Forest Preserve has removed a few dangerous tree branches overhanging the course on the west and north fence lines.

Denise Dublinski, Oasis

- We are now mid-way through the season. This month the lifeguards were able to participate in the Fourth of July Parade while the facility remained accessible for open swim.
- We also hosted two pass-holder events. This allowed pass holders to an additional hour of swimming the first weekend of July.
- Oasis has continued hosting swim lesson instruction for over 70 children and will continue with swim lessons until the end of the month.
- By now, we have been audited twice by Starguard Elite Auditors. The audit program is objective based, has a clear scoring methodology, and helps facilities evolve their facility's comprehensive safety for guests and staff. These external audits include:
 - Lifeguard observations
 - Slide dispatch observations
 - Management and/or Supervisor observations
 - Skills & scenarios testing
 - Facility operational safety review
- Operational documentation review As expected, the lifeguards have consistently done an outstanding job. We will be awaiting our last audit this August.

11. New Business

A. Discussion/Approval of Maria SS Lauretana Society Festival at Golf Mill Park September 1 – 6th

This is the annual Italian Fest that happens every Labor Day weekend at Golf Mill Park. They are asking to use the park in the same way they have used it in the past. They are looking to use the Park District's side of the park for their event, and the tennis courts for the beer garden. Historically, this group has been very good about cleaning up after the event and replacing any sod that may need to be replaced.

A motion was made by Commissioner Hynes and seconded by Treasurer Van Geem to allow the use of Golf Mill Park for the Maria SS Lauretana Society Festival from September 1 – 6th. Recording Secretary Petrie called the roll:

President O'Brien	Yes
Treasurer Van Geem	Yes
Commissioner Hynes	Yes

The motion passed 3-0

B. Discussion of Golf Mill Park design

The Board was given a redesign of Golf Mill Park that includes a spray pad. This addition increased the cost by approximately \$300,000. This would also include an additional ongoing expense for the water that would be used, estimated to be about \$30,000 - \$40,000.

The Board was also given three budget scenarios. First, leaving the soccer field the way it is and no spray pad would come to \$2,222,000, without any grants. If all the grants come in, the Park District portion would be about \$1.2 million. Second, the soccer field expansion without the spray pad would be approximately \$2.5 million. If the Park District received the grants, our portion would be about \$1.3 million. With the soccer field expansion and the spray pad the cost would be \$2.9 million. If the Park District received the grants, their portion would be \$1.7 million.

Staff has spoken with Elmhurst Park District about the spray pad they are currently putting in. They will be controlling the water flow by programming it to go off for 15 minutes every hour. Lombard Park District has the same set up that is being proposed by Hitchcock Design. A button will activate the spray pad. It runs from 10:00 a.m. to 8:00 p.m. every day, 7 days a week. It's on from June 1st through September 15th. They can have a crowd of up to 300 people using the spray pad on very hot days. Their water bill last year was over \$31,000. People can still activate the spray pad by pushing the button on cold days.

The Board suggested talking to the Village to see if they would be willing to subsidize the cost of the water needed to operate the spray pad.

The Board expressed concerns about the spray pad fitting well in the space, especially if it becomes crowded. With a playground nearby, the Board was also curious to know if the Lombard Park District any incident reports due to this feature. The Board agreed that the risk and liability of the spray pad needs to be considered more before a decision is made.

C. Discussion/Approval of a contract with Bill's Complete Landscape for the Tam Golf Course Entrance

Staff went out to bid for a landscaping and sign design in front of the golf course. Four bids came in. Bills Complete Landscaping came in at \$126,162.50. Their references have been checked and the Park District has used them in the past.

A motion was made by Commissioner Hynes and seconded by Treasurer Van Geem to approve a contract with Bill's Complete Landscape for the Tam Golf entrance in the amount of \$126,162.50. Recording Secretary Petrie called the roll:

President O'Brien	Yes
Treasurer Van Geem	Yes
Commissioner Hynes	Yes

The motion passed 3-0

12. Old Business

There was no old business to discuss.

13. Miscellaneous

An OSLAD grant was received for renovations to Pioneer Park. Once the contract is signed the park district has 2 years to use the grant money.

14. Public Comments

There were no public comments.

15. Executive Session

A motion was made by Commissioner Hynes and seconded by Treasurer Van Geem to convene into executive session under section 2(C)(21) discussion and possible approval of the release of minutes of executive sessions meetings and discussion and possible approval of the destruction of executive session audio recordings, and section 2(C)(5) to discuss real estate pursuant to the open meetings act. Recording Secretary Petrie called the roll:

President O'Brien	Yes
Treasurer Van Geem	Yes
Commissioner Hynes	Yes

The motion passed 3-0

16. **Return to Open Session**

A motion was made by President O'Brien and seconded by Commissioner Hynes to return to the open board meeting. Recording Secretary Petrie called the roll:

President O'Brien	Yes
Treasurer Van Geem	Yes
Commissioner Hynes	Yes

The motion passed 3-0

17. **Approve Items in Executive Session**

A. Approval of the release of Executive Session Minutes

A motion was made by Commissioner Hynes and seconded by Treasurer Van Geem to approve the release of the executive session minutes from November 16, 2021. Recording Secretary Petrie called the roll:

President O'Brien	Yes
Treasurer Van Geem	Yes
Commissioner Hynes	Yes

The motion passed 3-0

B. Approval of the Destruction of Executive Session Recordings over 18 months

A motion was made by President O'Brien and seconded by Treasurer Van Geem to approve the destruction of the audio from executive session meetings dated 6/16/20; 9/8/20; 9/15/20; 9/24/20; and 10/20/20. Recording Secretary Petrie called the roll:

President O'Brien	Yes
Treasurer Van Geem	Yes
Commissioner Hynes	Yes

The motion passed 3-0

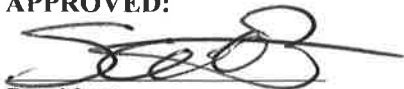
18. **Adjournment**

A motion was made by President O'Brien and seconded by Treasurer Van Geem to adjourn the regular board meeting. Recording Secretary Petrie called the roll:

President O'Brien	Yes
Treasurer Van Geem	Yes
Commissioner Hynes	Yes

The motion passed 3-0

APPROVED:



President O'Brien
Board of Commissioners

Date: July 19, 2022



Board Secretary