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**NILES PARK DISTRICT**  
Minutes of Board Meeting  
Tuesday, March 19, 2024  
6:00 pm

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Board Members present: Julie Genualdi, President  
Dennis O'Donovan, Vice President  
Jim Hynes, Treasurer  
Scott O'Brien, Commissioner  
Ronnie Strzelecki, Commissioner

Staff Members present: Tom Elenz, Executive Director  
Scot Neukirch, Finance Director  
Heather Petrie, Executive Admin. Coordinator  
Robin Brey, Recreation Programs  
Laura Newton, Tam Tennis Manager  
Jim Majewski, Facilities Superintendent  
Chris Czajka, Grounds Superintendent  
Kenny Krueger, Athletic Director  
Julie Jentel, Marketing  
Peter Dubs, Tam Golf Course  
Jim Stoneberg, Golf Course Superintendent  
Eric Aguayo, Golf Course Assistant Superintendent

Jamie Bear, Attorney  
Terry Gordon, Guest

1. **Call to order**  
President Genualdi called the regular board meeting to order on Tuesday, March 19, at 6:00 pm.
2. **Roll Call**  
Recording Secretary Petrie called the roll. All Commissioners were present.
3. **Pledge of Allegiance**  
President Genualdi led the assembly in the pledge of allegiance.
4. **Changes to the Agenda**  
Item A. under New Business was moved up to the first item on the agenda.
9. **A. Discussion on Travel Soccer Program**  
Terry Gordon came to discuss the new travel soccer program that the Park District will be introducing. Terry currently runs a travel program in Elmhurst and provides soccer instructors for the Park District's soccer clinics.
5. **Consent Agenda Approval**  
Minutes of the Regular Board Meeting of Tuesday, February 20, 2024; Minutes of the Efficiency Committee Meeting of Tuesday February 20, 2024; and Voucher List as presented February 29, 2024 – summary by fund:

General Fund	\$109,302.28
Recreation	\$132,370.95
Ice Rink	\$51,200.63
Swimming Pool	\$1,266.49
Golf Course	\$24,480.99
IMRF	-
Debt Service Fund	-
General Liability	\$12,580.00
Paving & Lighting	\$77.74
Police Protection	\$108.00
Handicapped	-
Capital	\$31,782.58
Audit	\$6,100.00
<b>Grand Total</b>	<b>\$369,269.66</b>

A motion was made by Vice President O'Donovan and seconded by Treasurer Hynes to accept the minutes of the Board Meeting of Tuesday, February 20, 2024, and the Voucher lists as presented, February 29, 2024. Recording Secretary Petrie called the roll:

President Genualdi	Yes
Vice President O'Donovan	Yes
Treasurer Hynes	Yes
Commissioner O'Brien	Yes
Commissioner Strzelecki	Yes

The motion passed 5-0.

**6. Treasurer's Reports**

Treasurer Hynes read the treasurer reports for the month ending February 29, 2024.

A motion was made by Vice President O'Donovan and seconded by Commissioner O'Brien to accept the February 2024 treasurer's report. Recording Secretary Petrie called the roll:

President Genualdi	Yes
Vice President O'Donovan	Yes
Treasurer Hynes	Yes
Commissioner O'Brien	Yes
Commissioner Strzelecki	Yes

The motion passed 5-0.

**7. Reports of Parks Officials**

- A. President's Report – There was no President's report.
- B. Attorney's Report – There was no Attorney's report.

**8. Board Reports**

**Robin Brey, Programs Supervisor**

- Spring Special Events for the month of March. Bunny Breakfast, Spring Egg Scramble and Flashlight Egg Hunt.
- Bright Beginnings Preschoolers are having a busy month, visits from the Niles Police

Department and field trips to LoVerde Center for soccer, basketball and the indoor playland. A big hit all around!

- Pool passes will be available for purchase April 1<sup>st</sup>.
- Pioneer Park opens for the season April 6<sup>t</sup> for spring hours. Staff is ready to go and excited for the upcoming season.

### **Laura Newton, Tam Tennis Manager**

- **Budget**

For year to date we had a revenue increase of \$42,253.00 compared to 2023.

Profit/loss -profit is up \$42,945.00 compared to 2023.

Profit Increase from 2023

Junior Programs: \$12,514

Adult Programs: -\$5,770

Private Lessons: \$26,949

Fitness: \$5,133

Non-Resident Memberships \$11,198

- **Junior Programs**

Registration for Spring will start March 16<sup>th</sup>.

- **Adults Programs**

Registration for Spring will begin March 16<sup>th</sup>.

- **Private Lessons**

Several of the Tennis Professionals are teaching more private lessons throughout the day.

- **Memberships**

We are showing a steady renewal of membership.

- **Fitness Programs**

Fitness memberships are slowly rising.

### **Jim Majewski, Park Services**

- Dugout roofs have been installed at Oak Park. Concrete will be poured in the next couple weeks and then the chain link fence will be completed
- The sound curtains were installed at Kirk Lane pickleball courts on the South side fence
- A shade structure at Oasis pool will be installed at west end of the deck
- The shelter at Oasis is being painted
- The two offices at Golfview have been recarpeted
- The concrete monuments at the minigolf are being repainted

### **Marty Stankowicz, IceLand**

- The outdoor rink was shut down on February 26<sup>th</sup>. Temperatures were in the 70's and predicted for three days. The fall hockey season was complete as were all rental contracts.
- Registrations are being accepted for spring hockey and skating which starts mid month. Skating classes are expected to be filled due to Park Ridge rink closing..
- Ice show rehearsals and set design started this week also. This year's show is scheduled for May 3-5.
- St. Patty's Day skate is scheduled for Saturday March 16, and our Bunny Hop skate is scheduled for March 30<sup>th</sup>.
- Planning field trips and hiring for summer camps is in progress.

### **Chris Czajka, Grounds Superintendent**

- Installed sound barrier partitions at Kirk Lane pickle ball court.
- Edging all beds in parks.

- Mulched commissioner park / Butterfly Garden at Oak Park / Sign bed at Kirk Lane
- Assembling Greenhouse
- Playground inspections and repairs as needed.
- Working on all trailers and repairing or modifying if needed.
- Trimming up tree limbs / Parkwide

### **Scot Neukirch, Finance Director**

Compiling and collecting the documents for the 2023 audit continues. Staff applied for and received disposal approval from the State of Illinois for various documents eligible to be destroyed based on their age as outlined by the disposal procedure. Finance and HR have been working on filling the vacant accountant assistant position. Staff has interviewed a number of qualified candidates and hope to have someone hired in the next few weeks.

### **Julie Jentel, Marketing**

- The Summer Camp Guide is complete, and registration has begun.
- Finishing the Summer Fun Guide and adding the program online. It will be out April 1.
- I am working with our horticulturist Ellie in creating a Native Plants logo for certain planting beds. It will provide the public with more information.

### **Kenny Krueger, Athletic Director**

- Our indoor soccer and football leagues will be wrapping up over the next 2 weeks and basketball will conclude April 14. With spring breaks beginning for local grade schools, the slate of games is a bit lighter at this point of the season which is always a relief to us.
- As busy as the winter sports season is, we have an even busier spring coming up. Volleyball and Softball registration ended Mon. 3/18. Soccer ends on Mon. 3/25 and T-ball ends Mon. 4/5. We begin our spring sessions April 20.
- We're not just about youth sports though as we have over 30 teams across three men's basketball divisions and 6 teams in our adult co-ed volleyball league. Adult Pickleball lesson have been a massive hit and we're looking to add some additional nighttime sessions later in April and May. We're hoping that Pioneer constructions wraps up as scheduled in mid-May so we can begin our adult softball leagues out there.
- Our part-time staff saw a pretty big turnover over the last few weeks with many people beginning their spring high school sports seasons. Jamie has attended a few local high school job fairs with Melissa to try and secure some more summer help and we're preparing for our own job fair next week.

### **Peter Dubs, Tam Golf Course**

- The golf course took advantage of the mild weather earlier this month and opened for the season on Saturday, March 2<sup>nd</sup>. We have already hosted nearly one thousand rounds by a time of year we are typically not even open yet.
- The course does remain closed on cooler days where staffing expenses would not be covered by revenue from the expected amount of play... Generally, this is the case if the daily high temperature is in the mid 40s or lower.
- League and permanent tee times have been committing to returning for the season and unless there is an unexpected change, both should be very close to budgeted revenue numbers. These fees are due by April 19<sup>th</sup>.
- Our annual staff training and CPR/AED refresher course for those that needed to take it was held Friday, March 8<sup>th</sup>.
- On warm days the tee sheet has filled to capacity, so we're expecting another busy year as long as the weather cooperates.

**Jim Stoneberg, Golf Course Maintenance**

- initializing ordering and accepting deliveries chemical, fertility and bulk maintenance materials.
- Budgeted rough mower ordered and anticipating delivery by end of the month.
- Budgeted zero turn trim mower and debris blower will be a month off for delivery.
- First cut of the greens completed as we allow time for them to harden between cuts.
- Two returning groundmen starting this week as we get closer to April with full swing mode maintenance and winter clean up to the course.
- IDNR will be going out to bid on the Tam dam removal project this summer.

**Bob Kreiling, Park Patrol**

- Increased weekend hours to cover activity at LoVerde and Golf View
- CPR/AED certification Is in the process of being completed.
- Actively recruiting additional patrol officers
- Incidences to report: None

**9. New Business**

**B. Discussion/Approval of a lease with Samcent for Howard Street Inn and Fairway Banquets**

A couple of changes were made regarding the lease between Samcent and the Park District. One was to make the option to renew the lease the choice of the Park District. The second change was removing the Village Board Manager and adding the Niles Liquor Commissioner in addition to the Niles Park District and the Manager of Howard Street to reserve the right to refuse serving someone who is intoxicated.

A motion was made by Commissioner O’Brien and seconded by President Genualdi to approve the lease with Samcent for Howard Street Inn beginning January 1, 2027 and ending on December 31, 2036. Recording Secretary Petrie called the roll:

President Genualdi	Yes
Vice President O’Donovan	Yes
Treasurer Hynes	Yes
Commissioner O’Brien	Yes
Commissioner Strzelecki	Abstained

The motion passed 4-0

A motion was made by President Genualdi and seconded by Commissioner O’Brien to approve a lease with Samcent and Fairway Banquets of the Howard Leisure Center starting on January 1, 2026 and ending on December 31, 2036.

President Genualdi	Yes
Vice President O’Donovan	Yes
Treasurer Hynes	Yes
Commissioner O’Brien	Yes
Commissioner Strzelecki	Abstained

The motion passed 4-0

**C. Discussion/Approval of a contract for Jonquil/Oak Park Tennis Court and Basketball Court Paving**

Staff went out to bid for this project and received two bids, one from Accupave and one from Chicagoland Paving. There were 3 alternates in this bid which were: replacement of the basketball court at Oak Park, putting pickleball lines down on the existing tennis courts, and adding two pickleball courts and leaving one tennis court at Oak Park. Staff has been receiving calls from residents requesting pickleball at Oak Park. Staff is asking for approval of the Accupave bid which came in at \$186,285.

A motion was made by Treasurer Hynes and seconded by Commissioner Strzelecki to approve the contract with Accupave for \$186,285 for the Oak Park tennis court, basketball court, and Jonquil Park tennis court resurfacing. Recording Secretary Petrie called the roll:

President Genualdi	Yes
Vice President O'Donovan	Yes
Treasurer Hynes	Yes
Commissioner O'Brien	Yes
Commissioner Strzelecki	Yes

The motion passed 5-0

**D. Discussion/Approval of the purchase of a Toro Groundmaster wide area mower**

This item was budgeted for this year. Staff is asking for Board approval in the amount of \$99,976.64.

A motion was made by Commission O'Brien and seconded by President Genualdi to approve the purchase of a Toro Groundmaster wide area mower in the amount of \$99,976.64. Recording Secretary Petrie called the roll:

President Genualdi	Yes
Vice President O'Donovan	Yes
Treasurer Hynes	Yes
Commissioner O'Brien	Yes
Commissioner Strzelecki	Yes

The motion passed 5-0

**E. Discussion/Approval of contract with Greak Lake Landscaping for Golf Mill Park.**

One bid was received which was slightly under budget. This bid has multiple alternates. The first is to expand the soccer field, alternate two is for the scoreboard, three is for pour and play surfacing, and column wraps around the main shelter. Staff is asking the Board to approve the entire amount, for the \$3,266,483 with the understanding that it may not come to that entire amount.

A motion was made by Treasurer Hynes and seconded by Commissioner O'Brien to approve a contract with Greak Lake Landscaping in the amount of \$3,266,483 for Golf Mill Park renovations. Recording Secretary Petrie called the roll:

President Genualdi	Yes
Vice President O'Donovan	Yes
Treasurer Hynes	Yes
Commissioner O'Brien	Yes

Commissioner Strzelecki      Yes

The motion passed 5-0

**10. Old Business**

**A. Update on Pioneer Park**

Concrete is being poured, the dugouts have been installed, the framing for the backstops is almost done, the shelter by the playground is being installed, Staff is in the process of scheduling the lighting to be installed by the end of April. The schedule is still on track to open at mid or late May.

**11. Miscellaneous**

There were no miscellaneous comments.

**12. Public Comments**

There were no public comments.

**13. Executive Session**

There was no need for executive session.


**14. Adjournment**

A Motion was made by President Genualdi and seconded by Vice President O'Donovan to adjourn the regular board meeting. Recording Secretary Petrie called the roll:

President Genualdi	Yes
Vice President O'Donovan	Yes
Treasurer Hynes	Yes
Commissioner O'Brien	Yes
Commissioner Strzelecki	Yes

The motion passed 5-0

APPROVED:



President Genualdi  
Board of Commissioners

Date: March 19, 2024

  
Board Secretary

