
NILES PARK DISTRICT
Minutes of Regular Board Meeting
Howard Leisure Center
Tuesday, September 17, 2019
6:00 pm

Board Members present Julie Genualdi, Vice President
 Jim Hynes, Commissioner
 Dennis O'Donovan, Commissioner
 Joe LoVerde, Treasurer

Attorney present: Dan Shapiro, Attorney

Staff Members present: Tom Elenz, Executive Director
 Scot Neukirch, Director of Finance
 Heather Petrie, Executive Admin. Coordinator
 Laura Newton, Tam Tennis Manager
 Jim Majewski, Facilities Superintendent
 Marty Stankowicz, IceLand
 Chris Zalinski, Grounds Superintendent
 Peter Dubs, Tam Golf Course
 Paul Nielsen, Athletic Director
 Julie Jentel, Marketing
 Lindsay Brubaker, Pioneer Park Manager
 Jim Stoneberg, Golf Maintenance Superintendent
 Amy Forbes, IceLand

-
1. **Call to order**
Vice President Genualdi called the meeting to order at 6:00p.m., on Tuesday, September 17, 2019 at the Howard Leisure Center.

 2. **Pledge of Allegiance**
Vice President Genualdi led the assembly in the Pledge of Allegiance.

 3. **Roll Call**
Recording Secretary Petrie called the roll. All commissioners were present.

 4. **Changes to the agenda**
Executive Director Elenz asked that the Presentation by Team IceLand, Item A. under New Business, be moved to right after item 7., Approval of the Consent Agenda.

5. **Installation of New Commissioner**

Attorney Dan Shapiro gave the Oath of Office to Scott O'Brien as new board commissioner. Commissioner O'Brien then made a statement and thanked the board and the Park District.

6. **Consideration, Discussion and Appointment to fill offices of President and Vice President of the Park Board of Commissioners**

Executive Director Elenz asked the board for nominations for the office of President of the board. Treasurer LoVerde made a motion to nominate Vice President Genualdi for board President. The nomination and motion were seconded by Commissioner O'Donovan.

Recording Secretary Petrie called the roll:

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

The motion passed 5-0

Attorney Shapiro then called for nominations for the office of Vice President. President Genualdi made a motion to nominate Commissioner O'Donovan. The motion was seconded by Treasurer LoVerde.

Recording Secretary Petrie called the roll:

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

The motion passed 5-0

7. **Consent Agenda Approval**

- A. Minutes of the Regular Board Meeting of Tuesday, August 20, 2019
- B. Voucher List as Presented August 31, 2019 – summary by fund:

General Fund	\$128,422.38
Recreation	\$251,950.40
Ice Rink	\$ 118,990.67
Swimming Pool	\$ 40,379.41
Golf Course	\$27,201.08
IMRF	-
Debt Service Fund	\$2000.00
General Liability	\$13,679.00

Paving & Lighting	\$7,435.00
Police Protection	\$108.00
Handicapped	\$48,454.88
Capital	\$23,766.65
Audit	-
Grand Total	\$ 662,387.47

A motion was made by Commissioner O'Donovan and seconded by Commissioner O'Brien to accept the minutes of the Board Meeting of Tuesday, August 20, 2019 and the Voucher List as presented. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

10. A. Team IceLand Presentation

The Niles Park District figure skating program had a very successful season. IceLand Skating Director Amy Forbes gave a presentation highlighting all the hard work of Team IceLand and the awards won this year.

8. Reports of Park Officials

A. President's Report

There was no President's report.

B. Attorney's Report

There was no Attorney's report.

9. Board Reports

Laura Newton, Tam Tennis Manager

- We have started hosting our permanent courts.
- As the weather changes, we will become busier.
- September and October we will see our push for Tennis memberships. The week of the 9th we collected about 40 memberships.
- All our classes start this week and will run for 13 weeks. Junior enrollment dollar amount as of September 12 was \$41,772. It is in line with our budget. Adult enrollment is 9,885 again in line with our budget.

Jim Majewski, Facilities Superintendent

- Iceland roof is complete except for the sheet metal which will be installed this week
- Tam Tennis roof is complete
- Iceland painting done
- Brick repair scheduled at Iceland
- Ordered brushed aluminum lettering for north fascia at Iceland
- Oak Park and Jonquil playgrounds installation has started
- Tam Tennis courts have been repainted

Chris Zalinski, Grounds Superintendent

- Have placed fertilizer and weed control where needed
- Contractors are installing playgrounds at Jonquil and Oak Park
- Soccer fields have been lined
- Have started cutting the grass shorter at the soccer and baseball fields
- Durable plants are in place
- Planning to remove shrubs
- Will be installing a new landscape design in front of Tam Tennis
- Have cleaned many of the parks' retaining walls

Marty Stankowicz, Iceland Manager

- We are in week 2 of our back to school session of hockey and skating and the fall 10 week sessions starts September 30.
- Teams were drafted for the Rangers hockey league. Currently we have 200 players which are 14 less than last year. Registration is still open for the younger age levels.
- All prime time indoor ice slots are being used for programs or rentals.
- Outdoor rink scheduling is ongoing and contracts for the winter are being drafted and will be sent out next month.
- Iceland has partnered up with School District 207 and their transition program. We get four volunteers for 2 hours a day Monday –Thursday. The special needs students are supervised by a job coach and are learning daily maintenance duties to help them transition from school to the work force.

Tom Elenz, Executive Director

Executive Director Elenz informed the board that the pool closed on Labor Day and we received our final safety audit and received the highest score possible for safety.

Scot Neukirch, Finance Director

- The 2020 budget process is underway. Staff is preparing their budget requests. Those requests have been reviewed and preliminary feedback has been given. The board will be provided with the draft budget document.
- The parks are in the process of converting to an updated version of web-based recreation software. Training will be provided for staff and it will go live for use the

following week.

Julie Jentel, Marketing

- Work continues on the Winter Spring Fun Guide. It is coming out right before Thanksgiving.
- Emails for Fall Programs & Halloween events are being sent. Halloween events have been emailed to local newspapers and school websites. The tv's are scrolling our Fall Programs. And social media is constantly updated.

Lindsay Brubaker, Pioneer Park

- **Pioneer-** Fall ball season is upon us. The more kids games scheduled on our fields, the better. Our numbers always see large jumps when youth games are played on our fields. Friday Family Fun nights continue to be a success even as kids are back in school. Despite starting the season with 2 month's worth of rain, we have already surpassed last year's revenue total and are expected to end the season with our 2nd highest revenue totals of all time. Not bad. ☺
- **Sponsors-** Tutor Doctor & Jimmy Johns

Paul Nielsen, Athletics

- The Fall Soccer league has started its season for 360 girls and boys and the games are being played on Saturday and Sundays.
- The fall sessions of Gymnastics has begun at Grennan Heights on Monday and Thursday nights.
- Small Shots Basketball Academy is being taught on Wednesday nights at Golf View.
- The Fall Youth Basketball League will be starting in two weeks. This is the third time we are running the league in the fall and it has grown year over year.
- Fall Baseball and Girls' Softball is in its eleventh season. Enrollment includes 1036 combined players. This enrollment number is the highest number we have ever had. Games are being played on Friday nights and on Saturdays and Sundays.
- Total Revenue for the department is \$65,000 higher than the same point last year. Which equates out to a 4.6% increase.

Peter Dubs, Golf Course Manager

- Total revenue for the month of August was nearly identical to 2018 totals.
- Programming and Instructional revenue continues to run slightly ahead of last season's pace.
- Our next upcoming special event is our Halloween themed Spooky Scramble night golf outing for juniors on October 19th.
- All but a couple of our regular leagues and permanent tee times have concluded their seasons.
- We will be hosting matches for the Boys and Girls golf teams from Niles West through the month of September.

Jim Stoneberg, Superintendent of Golf Course Maintenance

- With league play slowing greens, tees and fairways will be deep tine aerated, top dressed and over seeded as weather and time permits.
- With the new bunkers we have been looking at different options for maintaining them demo new equipment recommended by other area Superintendents for the 2019 budget.
- Working on weed control on berms and native grass areas around the course as time allows. All areas will be mowed down in late fall to help fill in weak areas.
- Work continues on 2020 budget. All 2019 budget accounts are in line for the year except equipment maintenance account due to replacement and repairs to our 2006 Greens mower. Rather than replace at \$34,000 mower was repair for \$6,000 with many years of use.

Robin Brey, Recreation Program Supervisor

In Robin’s absence, Commissioner O’Brien read her report.

- Programs have started for the fall session. These programs include early childhood tot classes; preschoolers extend their day, dance, tumbling, cooking, art and piano Lessons.
- Jungle Fun birthday parties at the LoVerde Center continue to be popular. We have had an influx of bookings. Many wonderful compliments have been received about the parties. Parents are spreading the word!

10. New Business

B. Presentation by FGM Architects for Howard Renovation

FGM Architects came to present the final design for the Howard renovation.

C. Consideration, Discussion and Approval of a contract with Prescient for IT Services

Staff is asking the board to consider changing IT providers. Three firms were interviewed. Prescient had the best recommendation and reputation in terms of their expertise with municipalities. The board is being asked to approve a contract with Prescient for \$120,000.

A motion was made by Treasurer LoVerde and seconded by Vice President O’Donovan to approve a contract with Prescient for IT services in the amount of \$120,000. Recording Secretary Petrie called the roll:

President Genualdi	Yes
Vice President O’Donovan	Yes
Treasurer LoVerde	Yes
Commissioner Hynes	Yes
Commissioner O’Brien	Yes

The motion passed 5-0.

10. Old Business

Consideration, Discussion, Approval of Logo Tag Line

The board was presented with the final top three tag lines and the reasoning behind choosing them. The commissioners voted on their preferred tag line and their final choice was Family,

Fitness and Fun.

11. **Miscellaneous**

There were no miscellaneous items.

12. **Citizens Wishing to Address the Board**

Jason Trunco congratulated Commissioner O'Brien on his appointment. He also suggested that the board consider opening up more commissioner seats on the board, citing that at one time the park district had 7 sitting commissioners, and the fact that seven candidates ran for two open seats in the last election. He added that an alternative to that could be to create a smaller board below the board of commissioners.

Mr. Trunco asked that the board consider installing removable speed bumps at Jonquil Park. He also mentioned that the wood chips at Jonquil Park can be problematic for the elderly, people pushing strollers and disable children and asked the board to look into an alternative. He also stated concern that people are being kicked off the tennis courts.

Treasurer LoVerde asked Attorney Shapiro if adding more commissioners to the board would require a referendum.

13. **Convene into Executive Session**

Executive session was not necessary.

14. **Adjournment**

Treasurer LoVerde asked for a moment of silence in remembrance of JoAnn Raschillo.

A motion was made by Commissioner O'Donovan and seconded by Commissioner Hynes to adjourn the Regular Board Meeting of September 17, 2019.

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

The motion passed 5-0

APPROVED:


President Genualdi
Board of Commissioners


Board Secretary

Date: September 17, 2019

