
NILES PARK DISTRICT
Minutes of Board Meeting
Tuesday, April 20, 2021
6:00 pm

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

Attorney present: Dan Shapiro, Attorney

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

1. **Call to order**

The regular board meeting was called to order by President Genualdi at 6:00pm

2. **Pledge of Allegiance**

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**

There were no changes made to the agenda.

5. **Consent Agenda Approval**

A. Minutes of the Regular Board Meeting of Tuesday, March 16, 2021

B. Voucher List as Presented, March 31, 2021 - summary by fund:

General Fund	\$169,563.03
Recreation	\$119,969.15

Ice Rink	\$21,306.02
Swimming Pool	\$3,836.95
Golf Course	\$27,409.07
IMRF	-
Debt Service Fund	\$950.00
General Liability	\$7,700.00
Paving & Lighting	\$259.84
Police Protection	\$108.00
Handicapped	\$41,644.00
Capital	\$862.75
Audit	-
Grand Total	\$393,608.81

A motion was made by Vice President O'Donovan and seconded by Treasurer LoVerde to accept the minutes of the Board Meeting of Tuesday, March 16, 2021, and the Voucher lists as presented, March 31, 2021. 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

6. Treasurer's Report

Treasurer LoVerde reviewed the Treasurer's Report.

A motion was made by Vice President O'Donovan and seconded by Commissioner Hynes to approve the Treasurer's Report. 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

7. Reports of Park Officials

President Genualdi stated that she's glad programming is up and running, glad staff is back and thanked everyone for their efforts.

There was no attorney's report.

8. Board Reports

Robin Brey, Office Manager/Recreation Program Supervisor

- Spring Egg Scramble special event was a success on the golf course. Kids enjoyed scrambling for eggs and treats and seeing the Easter Bunny. Thank you to all the staff that helped make the day great for the families.
- Summer camp registration is in progress for early childhood camps at HLC and OM, Recreation Camp at Oasis and Sports Camp at Grennan Heights. Camps have been well received.

Laura Newton, Tam Tennis

- Our junior classes and adult classes are filled up this session. The session runs until June 6th. Summer session starts June 14th and will end Jul 30th.
- Our court fee and private lesson revenue is up compared to last year.
- We are continuing to try our best to keep our environment safe for everyone.

Paul Nielsen, Athletics Department

- We have 100 T-ball players and 40 Rookie Ball players beginning their season in a couple weeks.
- We have 18 different sports clinics currently operating that include basketball, volleyball, soccer, and flag football for the month of April. We have scheduled the clinics to repeat for the month of May. Each class is filled to capacity with 20 children in each class.
- There are over 75 various weeks of camps scheduled for the coming summer. They will include basketball, soccer, volleyball and Flag Football. These camps are in addition to the Sports Camp at Grennan Heights.
- The Spring Fling baseball and softball tournament will be played at various parks the weekend of May 1st.
- There are 36 adult softball teams playing on Mondays, Wednesday, Thursdays and Friday nights.
- The Spring Soccer league has 397 children in it. This is a record number for the Spring League.
- The Girls Softball has 90 girls playing in their league.
- Finally, the Youth Volleyball league has 240 boys and girls participating this season.

Chris Zalinski, Grounds

- Jonquil Terrace Park in house 260' of 6" diameter black plastic slotted pipe plus 4 concrete catch basins installed that are running parallel along the back fences of the several homes to improve the drainage in that area during heavy rainstorms
- Started spring clean ups at all the parks and Howard Leisure Center. Work includes cleaning up winter debris (i.e., leaves and twigs and large branches), edging beds, core

aerating the turf, prune where needed, initial turf fertilizer and weed control placed at parks where the subcontractor doesn't work.

- Reconfigured the Kirk Lane Park sign and the flower planting bed to help the plants to get an even amount of sun
- Prepared all of the baseball fields for this season. Work includes cleaning soil and debris away from the fences to improve water drainage, grade and rake the field with our new Smithco machine so the field will be as smooth as ever.
- Purchased a laser level that will assist us in grading all the baseball infields which in turn will make our fields more playable in inclement weather.
- Collected over 10 semi-truck loads of clay/sand mix material to use for all of our baseball infields. The staff at the Skokie Park District offered all of the material we could take at one of their ball diamonds that they were removing. They are installing a new soccer field in that same space. This is the second time since 2019 that the Skokie Park District has offered material to us for free.
- Installed "No Dogs in the Park" signs at Oakton Manor and Nico Parks.

Jim Majewski, Park Services

- Pioneer cages opened with no problems with machines
- Work has started on the pool for upcoming season. Sanitizing stations have been bought for various locations on the deck.
- Woodchips will be blown in at parks in the next couple of weeks
- Tam golf course marquee sign blew over Monday the 12th, it has been submitted to the insurance. And pricing is being worked on for repair or replacement

Julie Jentel, Marketing

- The Summer Camp Guide is complete and posted on our website to be viewed. Emails have gone out.
- The Summer Fun Guide is being worked on and will be presented on our website in May.
- For the month of March our website had 12,400 viewers, up 32% from February.

Peter Dubs, Tam Golf Course

- The golf course opened for the season on Saturday March 27th. On warm days our tee sheet has filled nearly to capacity...hopefully an early indicator that demand for golf remains high following increased participation last year.
- League and permanent tee time payments are being finalized. These groups will begin their seasons the 2nd week of May. We anticipate hosting over 550 participants in these weekly groups.
- Learning Center Update from Chris: In 2021 we increased prices by 5% across the board for junior, adult golf classes and private lessons. We also added more junior and adult golf classes, to fill customer demand. Currently, for March, April and May we have sold out 24 out of 31 classes. The classes for 7 to 12 year old participants are sold out in June and July sessions as well. We have given 59 private lessons to juniors, seniors and adults. Our Tam

website, the golf brochure and customer appreciation of the quality of our facilities all contribute to the success of our instructional offerings.

Jim Stoneberg, Tam Golf Course Maintenance

- Turf fertilization and broadleaf weed control applications scheduled to complete by the end of the month.
- Deep tine aerification to greens with sand topdressing scheduled this month as weather warms. Tees and fairways aerification will follow weather permitting. Work to be completed before league play begins in May.
- Irrigation system started up for the season along with pump station servicing and repairs as needed.
- Budgeted utility vehicle ordered and should arrive sometime this month.

Marty Stankowicz, IceLand

- We are currently in the second week of our Spring sessions of Learn to Skate and Hockey classes. The 10-week session runs until June 13, and then we will start a 10-week summer session and camps. We have limited class sizes to groups of less than 25 and are not allowing spectators in the building. One adult can accompany young skaters to assist with tying skates but must leave the building during class.
- Spring League hockey started last week, and games are being played in two divisions. One division is open with little or no restrictions. We are playing in a division with other Park Districts with IDPH guidelines being enforced including wearing a mask while playing. All the rinks are following similar guidelines for away games.
- Public skate sessions are being offered in spring and are limited to 25 skaters. Pre-registration is required, as are masks.
- There was no spring ice show again this year. We are hoping to put something together during the summer and stream it or edit a show for a CD.
- COVID restrictions:
No locker rooms are being used as they are too small to social distance and tend to attract unnecessary loitering. Chairs have been set up around the perimeter of the rink so skaters/players can tie skates. All players are encouraged to come dressed and ready to play. Entry to the building is allowed 12 minutes before game time, 5 minutes before classes. No spectators are allowed in the building during classes and practices. One adult is allowed per player during games. Everyone is required to wear a mask and we are using electric whistles for coaches and referees. No food or drink is allowed by spectators. Players who need water must bring their own bottles, marked with their name. Water consumption is off the players bench behind the glass.

Bob Kreiling, Park Patrol

- Effective May 1st Park Patrol will be adding back the Pioneer Park Detail.
- Fine Tuning of Park Tag placement for the new tracking system has been completed.
- We will be conducting a full Park Patrol Meeting in May to prepare for the summer park activity.

- We have been using the new tracking system to report incidents.

Scot Neukirch, Finance Director

Auditors have started field work for the 2020 audit. Staff has collected and compiled the necessary reports and documents for the last 3 months. The plan is to conduct the audit remotely this year, but auditors will come onsite if necessary. Once the field work is completed, staff will continue to work on the annual report, which will be completed later this summer. Staff has been working on the transition to a new time keeping software that the board approved. The time clocks have been received and will be installed in the coming weeks. Staff will be trained in the coming weeks as well. A full refund was received from the previous vendor. Staff is also researching possible ways to restructure the park's debt to relieve some of the short-term financial stress caused by the pandemic. Staff will provide a more detailed report as this issue develops.

Executive Director Elenz added that after meeting with bond counsel, staff was informed that there are two debt issues that can be refinanced right now, and the goal is to try to eliminate the operational costs of the debt service fund.

9. New Business

A. Discussion on Park District mascot

Staff researched custom mascots and presented bee, frog, squirrel, and crocodile options. With custom mascots, the timeline for creating a custom costume is longer, and the pricing increases. The estimated time to receive the costume is 6-8 weeks and the price ranges from \$3,000 - \$8,000.

Given the cost of a custom mascot costume, the Commissioners questioned whether this was a good time to proceed, given the financial strains the pandemic has caused. The Commissioners also discussed the reason for creating a mascot is to promote the park district through events where the mascot can pose for pictures with residents/kids and subsequently post those to social media. Whether the mascot happens this year or next year, it is still considered a valuable promotional tool.

B. Discussion/ Approval of 3 year agreement for Park District banking services with Fifth Third Bank

The Park District went out for proposals for banking services. The Park District solicited proposals for banking services at the request of Commissioner LoVerde. Banking services for the Park include but are not limited to depository services of up to 50% of the Park's deposits, 110% collateralization of the Park's deposits, providing a platform for secure incoming and outgoing ACH and wire transfers, online web services to facilitate internal transfers, financial reporting and reconciliations, provide searchable check information as well as other checking services such as stop payments and direct deposit, fraud protection services such as Positive Pay, deposit facilitation and protection such as availability of local banks and vault services for armored car deposits.

The following banks provided proposals for the Park's banking services: BMO Harris, Chase, Fifth Third, PNC and Wintrust. Based on a comprehensive review of the proposals, Staff considers the proposal from Fifth Third to be the most advantageous for the Park District to accept. Several factors that were considered as part of the evaluation process include the lowest overall fee proposal, net of earnings credits, excellent support services, solid website services used for debt services payments, internal fund transfers, bank reconciliations, check processing, fraud protection, and convenience of branch locations. Therefore staff is requesting board approval of the proposal from Fifth Third for a 3 year term outlined in the RFP. A summary of net service fees was also provided to the Commissioners. The current January activity and fee structure was used as a model. A space was included for banks to add additional fees that weren't included in the template.

The Board asked Staff to explain the 110% collateralization. If the Park District has a million dollars with the bank, the bank must have a separate investment elsewhere of 1.1 million dollars that they keep on hand as back up in case of default. This fully insured the Park District's funds.

The Board also discussed the various fees charged by the different banks.

The Board added that the reason they wanted to request RFPs was because for the last two years or so, Wintrust provided the lowest interest rate on the rollover bonds. The Board also noted that while Wintrust may not have any local branches in Niles, they are still an Illinois business, whereas Fifth Third is headquartered in Ohio.

The Board said that considering the cost of doing business is a primary concern, but so is doing business with local residents. Attorney Shapiro responded that it depends on the specifications of the RFP, and whether it was written to include preferences to local residents, Niles businesses, etc. The other thing to consider is what has been the custom and practice of the Niels Park District, has there always been a preference for local businesses? It was the opinion of Attorney Shapiro that you cannot give preference to individual residents, but you can give preference to local businesses. Staff stated that the RFP did not specify preference for Niles businesses.

The Board asked Attorney Shapiro if the Park District can award its business to whomever it wants, and Attorney Shapiro said yes it can, but it should be mindful of doing it in a responsible way that will not result in litigation. Attorney Shapiro recommended comparing the RFP process against the bidding process in terms of the law and what the Park District has traditionally done. If the Park District has historically gone with the lowest bidder, and now decides not to, that may not reflect favorably on the Park District.

The Board was reminded by Staff that the Park District is currently a customer with Wintrust and has been for over 10 years. The Park District has a substantial amount of money in their bank, yet they have not reached out to the Park District in any way. Having a business/banking relationship where the bank has not checked in or followed up in years, is concerning to Staff.

Staff reminded the Board that if they do end up transitioning to Wintrust, they will need to liquidate and move a significant amount of CDs that we currently have with Wintrust due to the Park District's investment policy of not having more than 50% of funds invested with the same institution.

Some of the Board indicated they are not yet ready to vote on this matter due to the Attorney

needing to follow up on a few things, and only receiving the supporting documents on this issue a few days ago.

The Board decided to table this issue until the next meeting.

A motion was made by Commissioner O'Brien and seconded by Commissioner Hynes to postpone this vote until the next meeting. Recording Secretary Petrie called the roll:

President Genualdi – Yes

Vice President O'Donovan – Yes

Treasurer LoVerde – No

Commissioner Hynes – Yes

Commissioner O'Brien – Yes

The motion passed 4-1

C. Discussion on Kirk Lane Park playground

Staff provided the board with options for the Kirk Lane Park playground replacement. Staff would like to get a consensus from the Board on what playground option they would like.

The majority of the Park District playgrounds have come from NuToys. The first Burke playground was installed at Oak Park two years ago.

The consensus of the Board was to proceed with the NuToys playground.

10. Old Business

There was no old business to discuss.

11. Miscellaneous

Executive Director Elenz informed the Board that the Park District was contacted by Tim Melfi who is working to become an Eagle Scout, and as community service project would like permission to install a few small lending libraries in the Parks.

Executive Director Elenz also congratulated Commissioners Genualdi, O'Donovan and O'Brien on their election wins. He also congratulated Commissioner LoVerde on his election win to the Board of Trustees of the Village of Niles. He also thanked Commissioner LoVerde for his service to the Park District.

Commissioner LoVerde thanked the Staff and Board for everything they do and wished everyone the best in the coming years. He also congratulated Attorney Shapiro on his mayoral win.

12. Public Comments

There were no public comments.

13. Executive Session

The Board will not convene into executive session.

14. Adjournment

A motion was made by Vice President O'Donovan and seconded by Commissioner Hynes to

adjourn the regular meeting. Recording Secretary Petrie called the roll:

President Genualdi – Yes

Vice President O'Donovan – Yes

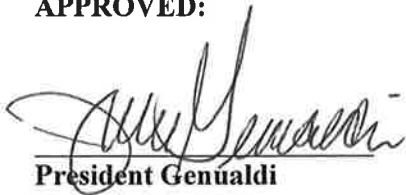
Treasurer LoVerde – Yes

Commissioner Hynes – Yes

Commissioner O'Brien – Yes

The motion passed 5-0

APPROVED:



President Genualdi
Board of Commissioners
Date: April 16, 2021



Board Secretary

