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

Board Members present: Dennis O'Donovan, President
Scott O'Brien, Vice President
Jim Hynes, Treasurer
Julie Genualdi, Commissioner
George Van Geem, 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
Jim Stoneberg, Golf Course Superintendent

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1. **Call to order**
The regular board meeting was called to order by President O'Donovan at 6:00pm
 2. **Pledge of Allegiance**
President O'Donovan led the assembly in the Pledge of Allegiance.
 3. **Roll Call**
Recording Secretary Petrie called the roll. All Commissioners were present.
 4. **Swearing in of new board member**
George Van Geem was sworn in as Commissioner to the Niles Park District Board of Commissioners.
 5. **Changes to the agenda**
There were no changes made to the agenda.

6. **New Business**

A. Discussion/Approval of 2020 Audit

Dan Berg from the auditing firm Sikich was present to review the park district's 2020 audit and to answer any questions the board may have. The audit report was filed with the State of Illinois Comptroller's Office, and all necessary filings are complete. The recreation fund and the ice fund suffered greatly during the past year due to Covid. Both of those funds rely very heavily on fees during a year in which fees were not being collected as usual. All required board communications were provided to the board. The audit was conducted remotely. The audit indicated no material weaknesses or significant deficiencies. This would be a deficiency in the design of the journal controls such that an error would go undetected by staff.

B. Discussion/Approval of Ordinance 21-O-100 an ordinance authorizing the issuance of General Obligation Refunding Bonds (Alternate Revenue Source) of the district in an aggregate principal amount not to exceed \$2,000,000 for the purpose of refunding certain outstanding alternate revenue bonds of the district and paying expenses incident thereto.

The park district is looking to refinance some of its existing debt and issue new debt that will allow the park district some additional funds to help replace the losses the park district incurred as a result of Covid from last year as well as any future impact Covid will have on the district. Todd Krzyskowski from Mesirow Financial was present to further discuss the refunding and reissue with the board.

This proposed ordinance is a two-part plan, one part to be completed this year, the second part to be completed in 2022. In summary, the plan would be to move \$850,000 - \$900,000 of debt to the end of the debt service spectrum. This would allow for approximately \$1,750,000 - \$1,800,000 to be freed up to use on upcoming projects.

A motion was made by Treasurer Hynes and seconded by Commissioner Genualdi to approve Ordinance 21-O-100, an ordinance authorizing the issuance of General Obligation Refunding Bonds (Alternate Revenue Source) of the district in an aggregate principal amount not to exceed \$2,000,000 for the purpose of refunding certain outstanding alternate revenue bonds of the district and paying expenses incident thereto. Recording Secretary Petrie called the roll.

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

The motion passed 5-0

7. **Consent Agenda Approval**

- A. Minutes of the Regular Board Meeting of Tuesday, June 15, 2021
- B. Voucher List as Presented, June 30, 2021 - summary by fund:

General Fund	\$119,309.72
Recreation	\$118,067.18
Ice Rink	\$35,564.82
Swimming Pool	\$22,971.96
Golf Course	\$26,125.85
IMRF	-
Debt Service Fund	\$475.00
General Liability	\$4,371.00
Paving & Lighting	\$102.51
Police Protection	\$216.00
Handicapped	\$65.61
Capital	-
Audit	-
Grand Total	\$372,269.55

A motion was made by Vice President O'Brien and seconded by Commissioner Genualdi to accept the minutes of the Board Meeting of Tuesday, June 15, 2021, and the Voucher lists as presented, June 30, 2021. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

8. **Treasurer's Report**

Treasurer Hynes reviewed the Treasurer's Report.

A motion was made by Commissioner Genualdi and seconded by Vice President O'Brien to approve the Treasurer's Report. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

9. Reports of Park Officials

There was no President's report and no Attorney's report.

10. Board Reports

Robin Brey, Office Manager/Recreation Program Supervisor

- Summer camps are halfway through the summer and going well. Camps are at capacity for both early childhood and recreation camp. A huge thank you to the staff they are doing a tremendous job!
- Dance camp started last week and there will be another session in early August before summer ends.
- Concerts in the park have been enjoyed by many and the park is packed! Great to have music in the park back! Concerts will run through August 13th.

Marty Stankowicz, IceLand

- We are halfway through our summer camps and summer programs. They end August 14 and two weeks until we start the fall will be used for planning and maintenance.
- We will start a 4 week back to school session after Labor and continue with a 10 week session 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.
- ComEd is finally pulling a new cable under the street and parking lot to feed Iceland. This should eliminate the problems with underground faults and electric interruptions

Julie Jentel, Marketing

- Promoting our summer special events- Movie in the Park and Oak Park Concerts. Movie is August 13 after the concert.
- Moving forward with a Fall Guide. Guide will come out mid to late August with some programs beginning in September. Copies of Fall Guide will be at facilities and presented online.
- In June we had 20,100 users visit our website. An increase from May.

Laura Newton, Tam Tennis

- We will start to collect permanent court time payments in August.
- We have 38 permanent court time captains and 9 of which have multiple days. Average weeks that they pay for are 34.
- We will start working on Harvest Hustle promotion. 5K date October 16th at 8:00am start time.
- In late August we will do power cleaning of the courts and any maintenance that needs to be done.

- With the junior classes in the spring and summer we are getting back on track with enrollment and revenue.
- Private lessons showed a surge this year. We are hoping that stays on track (once summer is over).

Chris Zalinski, Grounds

- Park Services purchased two pallets of brick coping (128 total) to replace broken and old brick retaining walls throughout the parks. Work will begin very soon
- Oak Park – Added new shrubs and perennial flowers in the Oak Park Concert Area
- Loverde Center – We added 15 CY of topsoil throughout the existing Caldwell Ave. turf area. We filled in ruts and added soil along the curbing to increase the safety of mowing and fertilizing in these areas.
- Turf fertilizing and weed control application #3 completed by staff. The areas treated include parkways and other miscellaneous areas not treated by Turf Care Enterprises throughout the District
- Mowing all of our Park's turf every three or four days. We hope the growth rate diminishes soon.
- We continue to maintain our 11 baseball fields (infield and outfield). There was a boys baseball tournament July 9,10,11. It went very well. Many compliments. We have two more tournaments in July.
- Continuing to water, weed and fertilize the new perennial flowers, shrubs and trees at the facilities and parks.
- New grass edging along the boxwood row at Oakton Manor Park
- Garbage collection at all parks on Monday & Fridays PLUS a third visit at the high trash volume locations
- Sprayed all of the dwarf Alberta spruces in the district to prevent death of the plants.
- Three irrigation problems showed up this month. We repaired all of them in-house.

Jim Majewski, Park Services

- The Kirklane playground equipment has been delivered and demolition of old equipment is scheduled to start next week
- Getting a quote from Carrier thought the US Communities for the replacement of two roof top units
- We will be installing 75 ft of 10 feet fence at Oak Park ball diamond along the 3rd base side
- A new ComEd line was installed at Iceland with final termination being done this Saturday

Jim Stoneberg, Tam Golf Course Maintenance

- Summer applications of fertilizers and insecticides (grub control) completed for the summer. Ongoing spraying for heavy turfgrass diseases pressure due to the heat and high humidity favorable continues.
- Maintenance of all sand bunkers on the course which includes edging, weeding, along with turf repairs around the bunkers will be ongoing until completed.

- Howard Leisure Center's irrigation systems water main repaired along with broken heads and damaged lines. Howard Street parkway restoration completed from road construction project.
- Flood cleanup with damaged low area's seeded and rolled ready for the next flood.

Peter Dubs, Tam Golf Course

- The course remains busy despite our first, and thankfully brief, flooding closure of the season. Through the end of June we have had 15,500 rounds played for the season, still well ahead of recent averages for the same time frame.
- Instructional income remains strong as well as we are likely to hit our annual projected revenue total for Programming within the next month, while Private Instruction revenue is on pace to hit our annual target sometime in September.
- On Monday July 12th we hosted the IPRA's Six County Senior Olympics outing. 28 participants registered to compete in the event.
- Later this month on the 30th of July we will be hosting an Illinois Junior Golf Association tournament for players ages 8-13.
- Most of our Adult leagues are approximately 2/3rds of the way through with their seasons. Generally, these begin to wrap up towards the end of August depending on rain out makeups.

Paul Nielsen, Athletics Department

- The Adult Softball Leagues are finishing up their seasons in the next few weeks. It has been a great season with very few rainouts or problems with any team issues or forfeits.
- Sports Camp has going along very strong all summer. We are swimming on everyday that the weather allows and play many different sports through the day. We have done our very best to adapt around Covid.
- The summer youth basketball league is in full swing for over 1000 children with games being played seven days a week at Golf View, LoVerde and Grennan Heights.
- Each week there are camps offered for flag football, basketball, volleyball and soccer.
- The adult soccer league is being played on Wednesday nights.
- T-ball and Rookie Ball second seasons have started back up about 150 children.
- We have conducted either three softball or baseball tournaments so far this summer.
- Marketing is on-going for all the summer and fall programs.

Bob Kreiling, Park Patrol

- We are operating on summer hours 6pm till 11pm
- Had a park patrol vehicle in the Niles 4th of July parade.
- Securing pricing to add light bars to the park patrol vehicles.
- No incidents to report.

Scot Neukirch, Finance Director

Finance Director Neukirch attended an IMRF webinar which reviewed the 2020 performance of the pension plan the park district participates in. In 2020 IMRF had a 14.98% gross rate of return. The assumed actuarial rate of return for IMRF is 7.25%. As of the end of 2020, IMRF

is 94.9% funded. Our preliminary rate of return for our 2022 pension contribution dropped from 11.25% to 9.85%, which translates into about \$35,000 in savings.

Additionally, the park district received a \$158,000 State grant for the playground equipment at Oak Park. We also received the \$55,000 walk away agreement with Sprint, a \$500 aquatics reimbursement, an IPARK grant for \$1500, and an IPRF grant for \$4500.

11. **Old Business**

There was no old business to discuss.

12. **Miscellaneous**

Executive Director Elenz congratulated Commissioner Van Geem on joining the board.

13. **Public Comments**

There were no public comments.

14. **Adjournment**

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

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

The motion passed 5-0

APPROVED:



President O'Donovan
Board of Commissioners

Date: July 20, 2021



Board Secretary

