
NILES PARK DISTRICT
Minutes of Regular Board Meeting
Howard Leisure Center
Tuesday, February 19, 2019
6:00 pm

Board Members present: Chris Zalinski, President
Ray Czarnik, Vice President
Dennis O'Donovan, Treasurer
Julie Genualdi, Commissioner
Pat Byrne, 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
Laura Newton, Tam Tennis Manager
Jim Majewski, Facilities Superintendent
Matt Schiller, Park Grounds Supervisor
Marty Stankowicz, IceLand
Peter Dubs, Tam Golf Course
Paul Nielsen, Athletic Director
Julie Jentel, Marketing
Jim Stoneberg, Superintendent of Golf Maintenance
Lindsay Brubaker, Pioneer Park Manager

-
1. **Call to order**
President Zalinski called the meeting to order at 6:00 p.m., Tuesday, February 19, 2019.
 2. **Pledge of Allegiance**
President Zalinski 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**
No changes were made to the agenda.
 5. **Consent Agenda Approval**
 - A. Minutes of the Regular Board Meeting of Tuesday, January 15, 2019.

B. Voucher List as Presented February 19, 2019 – summary by fund:

General Fund	\$ 66,018.52
Recreation	\$ 121,594.14
Ice Rink	\$ 27,286.06
Swimming Pool	\$ 3,928.66
Golf Course	\$ 12,101.74
IMRF	-
Debt Service Fund	-
General Liability	-
Paving & Lighting	\$ 999.11
Police Protection	\$ 108.00
Handicapped	\$ 190.49
Capital	\$ 47,033.50
Audit	-
Grand Total	\$ 279,260.19

A motion was made by Vice President Czarnik and seconded by Commissioner Byrne to accept the minutes of the Board Meeting of Tuesday, January 15, 2019 and the Voucher List as presented. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes
Commissioner Genualdi	Yes

The motion passed 5-0

6. **Treasurer's Report**

Treasurer O'Donovan reviewed the Treasurer's Report.

A motion was made by Commissioner Genualdi and seconded by Commissioner Byrne to approve the Treasurer's Report as presented. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes
Commissioner Genualdi	Yes

The motion passed 5-0

7. **Reports of Park Officials**

- A. **President's Report**
President Zalinski gave his report.
- B. **Attorney's Report**
There was no attorney's report.

8. **Board Reports**

Robin Brey, Recreation Program Supervisor

Preschool registration for the 2019-2020 school year has begun and will continue until classes are filled. Anticipated enrollment is about 160 students.

Bright Beginnings was visited by the DCFS rep for the licensing renewal. Happy to report we are compliant and licensed for another three years. Thank you to preschool staff and Jim Majewski for all their efforts during the process.

Little Ladies Dance was held on 2/8 and this popular event sold out. Thank you to Julie Jentel for her help. Definitely a team effort. Next Friday 2/22 will be the Little Gentleman's Dance for the boys. 70 boys are registered to date which is increase from 50 boys and their date from last year.

Laura Newton, Tam Tennis Manager

January finished well. We are on track with our budget.

We are currently in the middle of our second session of tennis classes. We are receiving new registrations for our last session which starts April 1 (runs until June 9).

Our weekends continue to have a strong representation of USTA matches and our Greater Suburban teams (play on Thursdays and Fridays) have a couple more months of matches too.

Jim Majewski, Facilities Superintendent

- We are writing up roof specs for the IceLand roof replacement.
- We are keeping up with HVAC issues as they arise.
- We are addressing roof leaks as they arise.
- Gutters are done at LoVerde Center.
- Vinyl wallcovering is being put up at LoVerde Center.
- All sprinkler heads have been changed at Howard Street.
- Carpet has been changed at Howard Street.

Matt Schiller, Park Grounds Supervisor

- I would like to thank the entire Park Maintenance staff for their tireless efforts during the recent snow events.
- Crews have just about finished prepping garbage cans for the year, and are now moving towards bench and picnic table repairs/repainting.

- We have started prepping equipment for the coming spring work.
- Quotes are coming in for plant materials to be installed this spring, and so far are better than anticipated.
- Fertilizer for the spring has been ordered.
- Plans are being finalized for regrading and sodding at the concert area of Oak Park

Marty Stankowicz, Iceland Manager

- The Sweetheart Open figure skating competition was held last Saturday and Sunday. There were 136 individual skaters from 7 different rinks competing.
- Our next special event is St. Patrick's Day skate on March 17.
- The winter hockey season is coming to an end in March and we will be hosting playoff games at Iceland again. Spring hockey starts with no break and registration started February 1st. We expect to fill up fast and max out in the number of players due to Skokie rink closing for the spring.
- Spring registration for LTS classes starts March 4.

Tom Elenz, Executive Director

Executive Director Elenz mentioned the bill to increase the minimum wage for Illinois, and deferred to Finance Director Scot, Neukirch to elaborate.

Scot Neukirch, Finance Director

Other than the routine monthly Financial responsibilities we:

- Completed and filed W2s and 1099s for all employees and vendors and submitted the necessary information to the Social Security Office and State as required.
- Continued creating and submitting to the new auditors the many documents required for the 2018 audit for the fieldwork that will take place in April.
- The senate bill that would raise the State's minimum wage rate has passed both houses and is on the Governor's desk and as the IAPD reported is expected to be signed this week. IAPD was at the negotiating table but was only able to help negotiate a reduction to the hourly rate for teens
 - The bill will increase starting in 2020 the required hourly rate paid to adults and teens to be phased in until January of 2025 where it will reach \$15/hr for adults and the reduced rate for teens will be \$13/hr.
 - Since the Park's operations rely heavily on part time workers, this obviously will have a significant financial impact on the Park's operations which will be further analyzed and addressed in our upcoming budget process for calendar 2020.

Julie Jentel, Marketing

- The Summer Fun Guide is being worked on. It will come out April 16.
- The Camp Guide has been completed with registration starting soon.

- Spring marketing is in progress with flyers, social media posts, and emails.
- Social media is constantly being updated with our events, programs and pictures.

Lindsay Brubaker, Pioneer Park Manager

- **Job Fair-** Niles Park District will be hosting a Job Fair Thursday, March 28th 4-7pm. All high schools and colleges in the area have been notified to help get the word out to students. Many high schools were including the information on their weekly student emails and posting on job boards in their career services. It was also posted online through social media, the college job recruiter website Handshake, and will be displaying on Indeed beginning in March.
- **Softball-** Entries for this year's tournaments are slowly and steadily starting to come in. Winter fielding and batting clinics in January were a success. We look forward to our next round of pitching and batting clinics set to begin in March.
 - April 26th-28th- 10U/12U Spring Fling- travel teams + **boys baseball**
 - May 5th- MLB's Pitch, Hit, & Run and Jr. Homerun Derby
 - July 8th-14th- 10U/12U House Classic- local house and all-star teams
 - July 19th-21st- 14U/16U/18U Summer Classic- girls travel teams
 - July 26th-28th- **8U/9U/10U Dog Days Classic- boys baseball**
 - August 2nd-4th- **10U/12U/14U/16U Last Hurrah- girls travel teams**
- **Sponsorships-** The following businesses are already committed as 2019 sponsors:
 - AAA Insurance- Pioneer Park & Tam Golf Score Cards, banner at Golf View
 - BWW- Dodgeball League Sponsor
 - DiFranco- Soccer League Sponsor
 - MB Financial- Basketball League Sponsor
 - Lina's Frozen Treats- dasherboard at IceLand
 - Dear Franks- banner at LoVerde
 - Har- Mil Currency Exchange
 - Christine Pusateri

Paul Nielsen, Athletics

- Winter Gymnastics classes are full for the winter session.
- Dodgeball is currently being played at Golf View and Grennan, and Loverde Center on Friday nights with 1100 children in the league.
- The Youth Winter Basketball season has begun for 1960 children from grades 2nd through 8th grade.
- We added a second indoor soccer league and that has 520 children participating in it.
- Winter T-ball and rookie Ball has over 120 children enrolled this year.
- A mailing for upcoming programs will be going out shortly to 7500 households that have participated in athletic programs in the past two years.
- All fields and courts are booked solid seven days a week through the end of March.

Peter Dubs, Golf Course Manager

- League and permanent tee time documents have been emailed to all representatives from last season and groups are beginning to lock up their 2019 tee times.
- Our scorecards for the season have been redesigned with updates from the renovation and ordered. They should be ready for pick up well before the season begins.

- We'll be carrying a larger variety of golf balls for sale in our pro-shop this season in an effort to move more product. We'll continue to sell sleeves of balls, but will now also offer price breaks for purchasing balls in dozens. We have always carried Titleist products, and have recently added Callaway and Srixon as vendors.
- Junior program registration for spring classes looks strong. I anticipate the majority of our March classes will fill to capacity.
- We have found an assistant instructor to bring on to help Chris with the coming busy season. He should be trained and up to speed by the time our next sessions of classes begin the first week of March.
- Our pre-season staff training and CPR certification is scheduled to take place February 28th.

Jim Stoneberg, Superintendent of Golf Course Maintenance

- Gathering pricing for budgeted equipment, materials and supplies for the upcoming season.
- Working with Illinois Department of Natural Resources with the ongoing irrigation pump station modification project as needed.
- Preparing for State of Illinois pesticides Applicators testing in March the license is required for any and all chemical applications on the golf course.
- Advertising for seasonal maintenance positions for the season. Hope to have these positions filled by mid-March.

New Business

A. Presentation by FGM Architects

Representatives from FGM Architects presented their ideas, timeline and budget for the renovation of the Howard Street Inn banquet facility and parts of the Howard Leisure Center.

B. Discussion/Approval of a Zamboni 546 in the amount of \$89,382.50

Executive Director Elenz asked the board for a motion to approve the purchase of a Zamboni in the amount of \$89,382.50.

A motion was made by Vice President Czarnik and seconded by Commissioner Byrne to approve the purchase of a Zamboni 546 in the amount of \$89,382.50. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes
Commissioner Genualdi	Yes

The motion passed 5-0

C. Discussion/Approval of a contract with Morrow Brothers for two F150 trucks in the amount of \$56,980.

Executive Director Elenz asked the board for a motion to approve a contract for the

purchase of two trucks in the amount of \$56,980.

A motion was made by Commissioner Genualdi and seconded by Treasurer O'Donovan to approve the contract with Morrow Brothers for two F150 trucks in the amount of \$56,980. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes
Commissioner Genualdi	Yes

The motion passed 5-0

D. Discussion/Approval of a contract with Martam Construction for two golf course sprinkler pumps in the amount of \$45,140.

Executive Director Elenz asked the board to approve a contract with Martam Construction for two golf course sprinkler pumps.

A motion was made by President Zalinski and seconded by Commissioner Genualdi to approve the contract with Martam Construction for two golf course sprinkler pumps in the amount of \$45, 140. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes
Commissioner Genualdi	Yes

The motion passed 5-0

E. Discussion/Approval of a contract with Hitchcock Design Group for the design of Golf Mill Park in the amount of \$19,500.

Executive Director Elenz asked the board to approve a contract with Hitchcock Design Group for the design of Golf Mill Park in the amount of \$19,500.

A motion was made by Commissioner Byrne and seconded by Vice President Czarnik to approve the contract with Hitchcock Design Group for the design of Golf Mill Park in the amount of \$19,500. Recording Secretary Petrie called the roll:

Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes

Commissioner Genualdi Abstained

The motion passed 4-0

F. Discussion/Approval of the use of Golf Mill Park for Festival Polonaise on August 16-18, 2019.

Executive Director Elenz asked the board to consider Golf Mill Park being used for the Festival Polonaise on August 16-18, 2019.

A motion was made by Commissioner Genualdi and seconded by Treasurer O'Donovan to approve the use of Golf Mill Park for Festival Polonaise on August 16-18, 2019. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes
Commissioner Genualdi	Yes

The motion passed 5-0

G. Discussion/Approval of a contract with Chicago Energy Consultants for \$90,720 for computer consulting services.

Executive Director Elenz asked the board to consider a contract with Chicago Energy Consultants for computer consulting services.

A motion was made by Treasurer O'Donovan and seconded by Commissioner Byrne to approve the contract with Chicago Energy Consultants in the amount of \$90,720 for computer consulting services. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes
Commissioner Genualdi	Yes

The motion passed 5-0

9. Old Business

There was no old business to discuss.

10. Miscellaneous

There were no miscellaneous issues to discuss.

11. Citizens Wishing to Address the Board

Niles Mayor, Andrew Przybylo, addressed the board with a request to rename Pioneer Park to

Jozwiak Park.

There were others in attendance who addressed the board in support of Mayor Przybylo's statements.

Niles resident Ashley Brummel asked for clarification on when the park district posts board meeting minutes to the website, where to find archived minutes, and FOIA requests.

12. Convene into Executive Session

There was no need to convene into executive session.

13. Adjournment

A motion was made by Commissioner Byrne and seconded by Commissioner Genualdi to adjourn the Regular Board Meeting of February 19, 2019. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes
Commissioner Genualdi	Yes

The motion passed 5-0

APPROVED:

President Zalinski
Board of Commissioners

Board Secretary

Vice President Czarnik

Treasurer O'Donovan

Commissioner Genualdi

Commissioner Byrne

Date: February 19, 2019