
NILES PARK DISTRICT
Minutes of Regular Board Meeting
Howard Leisure Center
Tuesday, May 21, 2019
6:00 pm

Board Members present: Chris Zalinski, President
Ray Czarnik, Vice President
Dennis O'Donovan, Treasurer
Julie Genualdi, Commissioner
Jim Hynes, Commissioner
Joe LoVerde, Commissioner

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
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

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1. **Call to order**
President Zalinski called the meeting to order at 6:00 p.m., Tuesday, May 21, 2019.
 2. **Pledge of Allegiance**
President Zalinski led the assembly in the Pledge of Allegiance.
 3. **Roll Call**
Recording Secretary Petrie called the roll. Commissioner Byrne was absent. All other commissioners were present.
 4. **Changes to the agenda**
Item B. under new business was moved to be discussed after item D.
 5. **Consent Agenda Approval**
 - A. Minutes of the Regular Board Meeting of Tuesday, April 16, 2019

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

General Fund	\$102,887.89
Recreation	\$169,372.09
Ice Rink	\$ 35,018.47
Swimming Pool	\$ 1,3561.92
Golf Course	\$52,902.86
IMRF	-
Debt Service Fund	-
General Liability	\$100,264.00
Paving & Lighting	\$458.60
Police Protection	\$108.00
Handicapped	\$56.58
Capital	-
Audit	\$3,350.00
Grand Total	\$ 465,770.41

A motion was made by Treasurer O'Donovan and seconded by Commissioner Genualdi to accept the minutes of the Board Meeting of Tuesday, April 16, 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 Genualdi	Yes

The motion passed 4-0

6. **Treasurer's Report**

Treasurer O'Donovan reviewed the Treasurer's Report.

A motion was made by Vice President Czarnik and seconded by Commissioner Genualdi 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 Genualdi	Yes

The motion passed 4-0

7. **Reports of Park Officials**

A. **President's Report**

President Zalinski wanted to note that despite recent unfavorable weather, the golf course is doing well and thanked Peter Dubs, Jim Stoneberg and all their staff.

B. Attorney's Report

There was no attorney's report.

8. Board Reports

Robin Brey, Recreation Program Supervisor

- Piano Recital was held this past Sunday at Culver School and 60 students performed their pieces.
- Bright Beginnings preschool ended their school year last week with graduation and celebrations. A HUGE thank you to the preschool staff for another sweet and successful year.
- On Tuesday May 28th there will be a Dance Open House. An opportunity for new dancers to view the dance studio, meet the teachers and inquire about the summer dance camp and classes.
- Summer camp open house will be on Wednesday May 29th at both camp sites Oasis & HLC. Camps will begin the week of June 3rd.

Laura Newton, Tam Tennis Manager

- Junior program – we have begun to take summer registrations.
- Adult program- Greater suburban matches are finished for the year USA has couple more months but we do also schedule them for the summer. Matches are evenings and Saturdays for the summer.
- We again will host rain courts for outside matches. These are booked in advance with 24 hour cancellation policy.
- Private lessons are still on track for budgetary concerns.
- Take the Challenge Why not: Full class 15 registered

Jim Majewski, Facilities Superintendent

- Oasis parking lot was seal and stripe
- Howard leisure center parking lot Seal and striping scheduled for the 26th
- Courtland tennis court was color-coded and striped last week and it is finished
- Batting cage net was replaced
- Tam tennis roof repair is out for bid
- Tennis court seal coat and re-stripe is out for bid

Matt Schiller, Park Grounds Supervisor

- Pioneer Planting is roughly 70% finished, we are waiting on delivery of the rest of the planting after we complete the clean up and planting at Oasis for opening weekend.
- Play ground mulch was installed at Kirk lane, and is scheduled for install at Golf Mil Park as soon as things dry up a bit.
- Sod work at Oak Park was completed and is rooting nicely, we will overseed that area in the next week or so to help fill in.
- Slit drainage is still scheduled for Pioneer park near the north end, the ground needs to

be hard and dry to do the work properly.

- Crews have been working as much as possible this past week getting parks mowed after the heavy rains.

Marty Stankowicz, Iceland Manager

- Spring League Hockey is coming to an end, and playoffs start after Memorial Day. IceLand will be hosting league playoffs with available ice.
- Ice Show was held last weekend, and attended by over 600 spectators, down from over 700 last year.
- Summer hockey and skating registration started last Monday.
- IceLand camps are scheduled to start June 10th.
- Fall programming and ice scheduling has started

Tom Elenz, Executive Director

- Tam Golf Course is going to be featured on NBC Sports Chicago on Golf 360.

Scot Neukirch, Finance Director

- The auditors have completed the field work for the 2018 audit and are working on their first draft, which we anticipate receiving at the end of May.
- Director Neukirch attended an IMRF webinar which reviewed the 2018 performance of the pension plan that the park district is a member of.
- Director Neukirch has applied for a \$500 I-grant.

Julie Jentel, Marketing

- With the school year ending last week, preschool students were given a DVD slideshow filled with their preschool memories.
- Assisting the Recreation Dept put items together for Summer Camp, Dance Recital & Piano Recital.
- Work is beginning on the Fall Guide. The Annual Park Bench came out a few weeks ago covering what happened here in 2018 and what to look forward to in 2019.

Lindsay Brubaker, Pioneer Park

- **Pioneer-** Pioneer opened for the season Saturday, April 6th. We were closed 11 out of 24 days, due to rain, cold, and snow. When the weather has been nice, the place is popping! Our first tournament of the year the Niles "All American City" Spring Fling was snowed out and the Pitch, Hit, and Run Competition was cancelled due to unplayable field conditions from all the rain. We definitely look forward to warmer and dryer weather.
- **Oasis-** Oasis Pool opens for the season this weekend. Concessions is set and ready to open.
- **Softball-** Our new coach Katie Lankford, from Robert Morris University, did an excellent job running our successful winter clinics. We are working with her to add additional clinics on Sundays in the fall to kick off fall ball season. She has also signed on for next winter's clinics. We are also working with Niles West to run a daytime summer softball camp in July.

- **Sponsorships-** updated sponsor banners for the 2019 season are up at Pioneer and Grennan.

Paul Nielsen, Athletics

- **Finance**
Revenue through May 1st is \$780,000. That is an increase of 5% over last year during the same time frame. Expenses are \$157,000. That is an increase of 2%.
- **Personnel**
All employees are being CPR and First Aid certified. This year's classes are being taught in the last week of May and first week of June. Additionally, all camp employees will be attending a seminar hosted by the Niles Police Department and our aquatics director. The seminar includes water safety and safety awareness and procedures in an emergency. We have completed hiring for the summer season. The athletic department currently has 131 employees.
- **Marketing**
Julie has been doing email blasts for the various upcoming programs. Facebook and the Park TV screens are also being used to market programs. A physical mailing of five flyers went out to 8000 families participating in athletics programs. Flyers are in every building. Flyers are being handed out at ongoing programs to promote upcoming programs.
- **Operations**
The programs that are currently functioning are: Men's Basketball, Men's Softball, Co-Rec Softball, Girls ' Softball, T-Ball, Rookie Ball, Youth Volleyball League, Youth Soccer, and Gymnastics, Sports Camp, Basketball Academies, Soccer Academies. Upcoming programs are: Youth Summer Basketball and Sports Camp and Summer Basketball, Softball Tournaments, Volleyball Camps, Basketball Camps, and Weekday T-ball and Weekday Rookie Ball.

Peter Dubs, Golf Course Manager

- Spring has not been kind to us at the golf course. In addition to weathering 2 late season snow storms, recent flooding forced our closure for all but a few hours of the 2 week stretch between April 27th and May 11th. We also had to unfortunately cancel our Swing Into Spring junior outing which was scheduled for May 10th. Thankfully more pleasant conditions returned just in time for the start of our league season last Monday.
- 510 league and permanent tee time players visit weekly, and revenue totals are in line with seasonal projections.
- Instructional programs are ongoing at the learning center, and our evening Junior Golf League has started its spring session with 23 participants.
- Filming for our spot on the Golf360 television program is scheduled to take place on Tuesday May 28th. The first airing is scheduled for 4:30pm on NBC Sports Network Sunday, June 9th. The program will run 8-10 times over the month and will highlight the course, our unique history, and instructional programming.

Jim Stoneberg, Superintendent of Golf Course Maintenance

- Deep tine arification with sand topdressing to tees greens and fairways completed.
- Top dress and rolling trench lines from renovation project ongoing in some fairway

areas. Flood clean up and Turf restoration on going in the low areas.

- Pump station work is complete final restoration to the area is also completed. Final paper work with all warranties will be turned over to the District. The new motors and pumps we had installed are working great much more efficient we should be set for another 20 years.
- Due to the heavy rains and soft conditions we were unable to move any large trees as we missed the window for spring dig on the maple trees. Will look into fall or go with smaller trees with other varieties.

9. **New Business**

A. Installation of Commissioners

Attorney Dan Shapiro swore in the two new park district commissioners: Joe LoVerde and Jim Hynes.

C. Official Certificate of Results for April 2nd Election

Executive Director Elenz read the official results of the April 2nd election into the record.

Scott O'Brien – 14.63%, 661 votes

Kenneth Piwko – 5.73%, 259 votes

Ashely Brummel – 11.57%, 523 votes

Freida Holowicki – 11.66%, 527 votes

Jim Hynes – 19.01%, 859 votes

Joe LoVerde – 29.79%, 1346 votes

Pat Byrne – 7.61%, 344 votes

D. Election of Officers (President, Vice President and Treasurer)

Attorney Shapiro asked for nominations for President of the Park Board. Joe LoVerde nominated Chris Zalinski for President.

A motion was made by Commissioner LoVerde and seconded by Commissioner Genualdi to elect Chris Zalinski to President of the Niles Park District Board of Commissioners. Recording Secretary Petrie called the roll:

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

The motion passed 4-0

President Zalinski nominated Commissioner Genualdi for Vice President of the park board.

A motion was made by Commissioner LoVerde and seconded by Treasurer O' Donovan to elect Julie Genualdi to Vice President of the Niles Park District Board of Commissioners. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Treasurer O'Donovan	Yes
Commissioner Hynes	Yes
Commissioner LoVerde	Yes

The motion passed 4-0

President Zalinski nominated Joe LoVerde for Treasurer of the park board.

A motion was made by Vice President Genualdi and seconded by Commissioner Hynes to elect Joe LoVerde to Treasurer of the Niles Park District Board of Commissioners. Recording Secretary Petrie called the roll:

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

The motion passed 4-0

E. Appointment of Board Officials (Secretary and Attorney)

A motion was made by President Zalinski and seconded by Treasurer Joe LoVerde to appoint Tom Elenz as the Secretary to the Niles Park District Board of Commissioners. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

A motion was made by President Zalinski and seconded by Commissioner Hynes to appoint Dan Shapiro as the Attorney to the Niles Park District Board. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

B. Public hearing concerning the intent of the Board of Park Commissioners to sell not to exceed \$2,000,000 for park purposes and for the payment of the expenses incident thereto.

President Zalinski opened the public hearing at 6:37pm, May 21, 2019 and stated:

The purpose of this hearing is to receive public comments on the Niles Park District Proposal to sell bonds in the amount of up to \$2,000,000 for the payment of land condemned or purchased for parks for the building, maintaining, improving and protecting of the same and the existing land and facilities of the district and for the payment of alternate bonds. All persons desired to be heard will have an opportunity to present written or oral testimony. The primary reason for the issuance of this step will be to fund the renovation of the district's administration building, banquet facilities, and various other district projects.

Representatives from Mesirow Financial further explained this process.

No public comments were made and no written testimony was received.

A motion was made by Treasurer LoVerde and seconded by Vice President Genualdi to close the hearing. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

F. Discussion/Approval of Easement use for People's Gas

Representatives from People's Gas were present to request the use of the Park District's easement to install a natural gas pipeline.

A motion was made by Treasurer LoVerde and seconded by Commissioner O'Donovan to approve easement use of People's Gas, subject to attorney approval of the easement agreement. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

G. Discussion / Approval of Weatherguard roofing in the amount of \$102,000 for IceLand roof replacement

The Park District received 6 bids for this project, which were read into the record:

Al Marshall - \$244,700
Top Roofing - \$86,400
R.E. Burke - \$192,209
Weatherguard - \$102,000
DCG Roofing - \$211,730
Anthony Roofing - \$201,451

Executive Director Elenz recommended accepting Weatherguard's bid of \$102,000.

A motion was made by Commissioner O'Donovan and seconded by Vice President Genualdi to approve the bid from Weatherguard for \$102,000 for the IceLand roof replacement. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

10. Old Business

There was no old business to discuss.

11. Miscellaneous

Executive Director Elenz invited the board and staff to a welcome reception for Joe LoVerde and Jim Hynes after the meeting.

12. Citizens Wishing to Address the Board

There were no citizens wishing to address the board.

13. Convene into Executive Session

There was no need to convene into executive session.

14. Adjournment

A motion was made by Commissioner O'Donovan and seconded by Commissioner Hynes to adjourn the Regular Board Meeting of May 21, 2019. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Genualdi	Yes
Treasurer LoVerde	Yes

Commissioner Hynes	Yes
Commissioner O'Donovan	Yes

The motion passed 5-0

There was a citizen who wanted to address the board. A motion was made by Commissioner Hynes and seconded by Vice President Genualdi to reopen the meeting.

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

The motion passed 5-0

Niles resident Hank Betka asked the board to consider putting in outdoor pickle ball courts. He is involved with scheduling pickle ball games for the Niles Senior Center and Fitness Center and sees a need for more courts in the community. He suggested that one tennis court can be modified to become two pickle ball courts. He suggested doing this with Kirklane Park.

A motion was made by Vice President Genualdi and seconded by Commissioner O'Donovan to adjourn the Regular Board Meeting of May 21, 2019. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

APPROVED:

President Zalinski
Board of Commissioners

Board Secretary

Date: May 21, 2019