
NILES PARK DISTRICT
Minutes of Regular Board Meeting
Howard Leisure Center
Tuesday, July 16, 2019
6:00 pm

Board Members present: Chris Zalinski, President
Julie Genualdi, Vice President
Joe LoVerde, Treasurer
Jim Hynes, Commissioner
Dennis O'Donovan, 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
Marty Stankowicz, IceLand
Peter Dubs, Tam Golf Course
Paul Nielsen, Athletic Director
Julie Jentel, Marketing
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, July 16, 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, June 18, 2019
 - B. Voucher List as Presented June 30, 2019 – summary by fund:

General Fund	\$161,605.34
Recreation	\$112,392.76
Ice Rink	\$ 23,759.58
Swimming Pool	\$ 13,903.60
Golf Course	\$38,732.02
IMRF	-
Debt Service Fund	-
General Liability	\$10,160.00
Paving & Lighting	\$32,347.21
Police Protection	\$108.00
Handicapped	\$1,029.98
Capital	-
Audit	\$10,560.00
Grand Total	\$ 404,598.49

A motion was made by Commissioner O'Donovan and seconded by Commissioner Hynes to accept the minutes of the Board Meeting of Tuesday, June 18, 2019 and the Voucher List as presented. 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

6. Treasurer's Report

Treasurer LoVerde reviewed the Treasurer's Report.

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

7. Reports of Park Officials

A. President's Report

President Zalinski wanted to thank park district staff for their work on the Concerts in the Park series. Also, construction on the pickle ball court at Kirklane Park is progressing.

B. Attorney's Report

Dan Shapiro updated the board that he's been working on updating the park district's personnel policy manual, the code of ordinances and the commissioner's manual.

8. Board Reports

Robin Brey, Recreation Program Supervisor

- Summer camps are halfway through the summer. Camp enrollments and revenues have exceeded the budgeted amount.
- Some other programs that are going on this summer include Kids Can Cook, Little Chefs, On my own, parents morning away, tiny tot sports, painting, and clay art classes, stem classes and dance programs.
- Concerts in the park have been well received this summer. There are two concerts left and the final concert includes the Penny Carnival special event where the campers make the games and kids bring their pennies to play. This tradition continues to be enjoyed each summer.

Laura Newton, Tam Tennis Manager

- Take the Challenge Why not ends July 25th.
- We are currently on track with our budget.
- We will start to work on general summer maintenance at Tam.

Jim Majewski, Facilities Superintendent

- Tennis court repair and the color coating starting this week
- All flower and shrub beds are being sprayed
- Bushes and shrubs all being trimmed
- Getting quotes on painting and brickwork repair at Iceland
- Getting quotes on golf view parking lot repairs and seal coating
- Getting quotes for color coating Tam tennis courts
- Tam tennis roof starting in a couple weeks
- Contact has been made with Commonwealth Edison regarding installing a security light at Oakton Manor

Marty Stankowicz, Iceland Manager

- Staff training for fall is being planned and will take place in August. New applicants for building supervisor positions are being accepted for the opening of the outdoor rink in November.
- Registration for fall hockey and skating starts August 1. We start with a 4 week back to school mini session and end with a 10 week session that finishes up just before the winter holiday break.
- Summer camps and classes run until August 9, with a possibility of extending camp one more week. The last two weeks of August will be devoted to maintenance projects to

get ready for the busy fall season.

- Fall and winter ice rental contracts are being put together and will be sent out later this month.

Tom Elenz, Executive Director

Executive Director Elenz updated the board on the Christmas in July event held at Oasis. The event was very well attended.

Scot Neukirch, Finance Director

- Finance Director Neukirch filed a grant with IPRF for the reimbursement of safety purchases (safety goggles, surveillance cameras, first aid supplies).
- Finance Director Neukirch will speak more about the audit results later in the meeting.
- He also announced the Park District vs. Village softball game would be played on August 13th.

Julie Jentel, Marketing

- Finalizing items for the Fall Guide. They are on schedule for an August 5 delivery. Web will be live with all Fall programs then also.
- Marketing has been in full swing for upcoming summer and fall programs and events. Emails, tv scrolls, flyers, posters, and constant social media posts have been done. Helping Laura with the marketing of the Harvest Hustle with flyers, poster & emails.

Lindsay Brubaker, Pioneer Park

- **Pioneer-** We've had some major catching up to do this year because of the weather. July is the month we really start pulling ahead! July is the busiest month of the year for us at Pioneer Park. We are hosting a tournament every single weekend which bring in teams from all over the area. We currently have 20 group outings scheduled.
- **Oasis-** has been non-stop! We went from one extreme to the other. Hot temperatures mean lots of customers and campers at the pool. The spare freezer added this year has helped A TON!
- **Tournaments-** Post season tournaments are full. I cannot emphasize enough how much additional revenue comes to Pioneer Park when youth games are scheduled on our fields! Tournaments are a very big undertaking for us to take on and require a lot of coordination between staffs... especially when they are held in back to back to back to back weekends. I appreciate the support of Kenny, Paul, and the athletics staff, Jim, and the grounds crew staff, and my staff for taking on extra hours.
- **7/7- Crosstown All-Stars-** We hosted all age groups from the Girls Crosstown Softball League. Pioneer's batting cage #s doubled, and concessions was 5x higher than normal.
- **7/9-7/14- House Classic-** House All-Star teams from as far as Mundelein, Evergreen Park, and Naperville are competing this week. Nearly every single one of our fields is being used each day of this tournament.
- **7/19-7/21- Summer Classic-** This continues to be a strong tournament for 14U and 16U age groups. Teams come from as far as Warren (by WI) and Aurora to participate.
- **7/26-7/27- Dog Days-** This is our first year offering a boys baseball tournament. It was off to a very slow start trying to recruit teams, but we have now filled all 3 age groups. Niles Baseball does not have a team participating.

- **8/2-8/4- Last Hurrah-** This is a new girls 10U-16U tournament added at the end of the season for teams looking to keep the good times rolling or play in a tournament in replace of one that was rained out earlier in the season. It's still too early in the game to report on this one at this time.

- **Sponsors-**

Dicks Sporting Goods graciously donated \$3,300 worth of equipment to us this year including softballs, soccer balls, equipment bags, cones, and helmets. A very big THANK you to Dicks for being a great community partner!

Paul Nielsen, Athletics

- Youth Summer Basketball League is running with games being played at Golf View, LoVerde Center and Grennan Heights. There are 1170 players in the league this year.
- Four weeks of both volleyball and basketball camps are being well received this summer and Sports Camp is going along very well.
- Summer Gymnastics enrollment is excellent this year with classes each Wednesday nights at Grennan Heights.
- Men's summer basketball league is being played Wednesday nights at Golf View and Grennan.
- High Riser Basketball Academies continue to fill to capacity

Peter Dubs, Golf Course Manager

- While we had precipitation affect play on 14 days during the month of June, we only lost one full day due to flooding. Rounds for the month were up 40% compared to the same stretch last season, however we were closed 6 days due to flooding in 2018.
- Revenue figures from private instruction and our group classes remain ahead of last season's pace. Summer camps and classes run through August.
- Our 5th Annual Junior Golf Games outing is scheduled to take place Friday August 2nd. We have been able to solicit a great list of raffle prizes for the event including 2 tickets the PGA Tour's BMW Championship, Chicago Wolves, and Chicago Dogs baseball tickets.
- Both our video from the Golf360 TV program and a historical movie produced by George May on the 1956 World Championship of Golf are now available to view on our website.
- We have seen an uptick in rounds being booked through GolfNow, which I believe can be at least partly attributed to the exposure from the TV show. We are also one of the highest rated public courses in the area on GolfNow's page, which is likely encouraging new players to visit as well.
- Weekends remain busy with outings and available spaces are filling quickly. There's at least one event booked every weekend now through Oct 5th-6th.
- The Illinois Junior Golf Association is hosting their annual tournament with us this coming Friday.

Jim Stoneberg, Superintendent of Golf Course Maintenance

President Zalinski read the Tam Golf Maintenance report in Jim Stoneberg’s absence. He has seen staff keeping up with the grounds maintenance and watering.

9. New Business

A. Discussion/Approval of logo tag line

Mick Snyder, of Sphere Communications, addressed the board to describe the process and reasoning behind developing the proposed tag lines for the park district.

Some commissioners expressed an interest in incorporating the concept of health/fitness into the tag line. One suggestion was “Fitness, Family and Fun”.

It was decided that staff would come back with three new choices for the tag line including “health/fitness” for the next board meeting.

B. Discussion/Approval of 2018 audit

Finance Director Neukirch began by describing the auditing process. The auditors prepared a draft document that is reviewed by the Finance Director for review. It is then used to draft the two major financial summaries in the document. The final document is submitted to GFOA for a certificate of achievement in financial reporting. The park district has received this for over 20 years. The report is also filed with Cook County and the State of Illinois.

The purpose of this process is to give residents and the board the assurance from an independent firm that the park district’s financial information is reported fairly, and in conformity with generally accepted accounting principles.

A motion was made by President Zalinski and seconded by Commissioner Hynes to approve the 2018 audit. 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

C. Discussion/Approval of Wight to manage the construction of the remodel of Howard Leisure Center

A motion was made by Commissioner O’Donovan and seconded by Commissioner Hynes for the approval of Wight to manage the construction of the Howard Leisure Center remodel. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

D. Approval and release of November 20, 2018 executive session minutes

A motion was made by Vice President Genualdi and seconded by Commissioner O'Donovan to approve and release the executive session minutes from November 20, 2018.

Recording Secretary Petrie called the roll:

President Zalinski	Yes
Treasurer LoVerde	Yes
Vice President Genualdi	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

There was no miscellaneous business.

12. Citizens Wishing to Address the Board

Louella Preston addressed the board regarding the speed bumps at Tam Tennis. She said they are very jarring for people with smaller cars, and asked the board to consider replacing them with smaller speed bumps.

She also wondered if the board had considered the park district's mission statement when considering a new tag line.

Ms. Preston also asked about the progress of the work at Golf Mill Park. The board mentioned that there would be a joint meeting between the park district and the village in the coming week regarding Golf Mill Park.

13. Convene into Executive Session

Executive Director Elenz told the board that an executive session was necessary.

14. Adjournment

A motion was made by Treasurer LoVerde and seconded by Vice President Genualdi to adjourn the Regular Board Meeting of June 18, 2019. Recording Secretary Petrie called the roll:

President Zalinski	Yes
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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: July 16, 2019