
NILES PARK DISTRICT
Minutes of Regular Board Meeting
Held at Howard Leisure Center
Tuesday, April 17, 2018
6:00 pm

BOARD MEMBERS

PRESENT: Pat Byrne, President
Ray Czarnik, Vice President
Christopher Zalinski, Treasurer
Julie Genualdi, Commissioner
Dennis O'Donovan, Commissioner

ATTORNEY

PRESENT: Dan Shapiro, Attorney

STAFF MEMBERS

PRESENT: Tom Elenz, Executive Director
Scot Neukirch, Director of Finance
Laura Newton, Tam Tennis Manager
Marty Stankowicz, IceLand Manager
Julie Jentel, Marketing
Lindsay Brubaker, Pioneer Park Manager
Peter Dubs, Golf Course Manager
Paul Nielsen, Athletic Director
Jeff Halsema, Soccer Manager
Jim Stoneberg, Superintendent of Golf Course Maintenance
Bob Kreiling, Park Patrol
Tony Senkevicius, Aquatics Director

GUEST PRESENT: None

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1. **CALL TO ORDER.**
President Byrne called the meeting to order at 6:00 p.m.
 2. **PLEDGE OF ALLEGIANCE TO THE FLAG.**
President Byrne led the assembly in the Pledge of Allegiance.
 3. **ROLL CALL.**
All commissioners were present.
 4. **CHANGES TO AGENDA.**
None.

5. **CONSENT AGENDA APPROVAL.**

A. Minutes of the Regular Board Meeting of Tuesday, March 20, 2018.

B. Voucher List as presented April 20, 2018. Approval of Disbursements:
VOUCHER LIST OF BILLS PRESENTED FOR APPROVAL ON MARCH 20, 2018 -SUMMARY BY FUND:

General Fund	169,110.24
Recreation	184,610.79
Ice Rink	41,541.95
Swimming Pool	9,209.24
Golf Course	16,936.82
Debt Service Fund	950.00
General Liability	125,909.00
Paving & Lighting	508.94
Police Protection	108.00
Handicapped	1,501.18
Capital	222,354.92
Grand Total:	<u>\$772,741.08</u>

A motion was made by Commissioner Czarnik, seconded by Commissioner Genualdi to accept the minutes of the Board Meeting of Tuesday, March 20, 2018 and the Voucher List as presented. Recording Secretary Jentel called the roll:

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

The motion passed 5-0

6. **TREASURER'S REPORT.**

Treasurer Zalinski reviewed the Treasurer's Report.

A motion was made by Commissioner O'Donovan, seconded by Commissioner Genualdi to approve the Treasurer's Report as presented. Recording Secretary Jentel called the roll:

President Byrne	Yes
Vice President Czarnik	Yes
Treasurer Zalinski	Yes
Commissioner Genualdi	Yes

Commissioner O'Donovan Yes

The motion passed 5-0

10. REPORTS OF PARK OFFICIALS.

A. President's Report.

None.

B. Attorney's Report.

None.

11. BOARD REPORTS.

Laura Newton, Tam Tennis Manager

- Our Summer Brochures are currently out
- Currently our junior program is \$6,000.00 ahead of last year at this time.
- With the cooler April we are still hoping to gain more ground with court reservations.
- We are currently back over the 500 mark for fitness members (531). Approximately 144 are residents.
- We currently have 735 tennis members. The bulk of our renewals will come again in September, October and November of this year.
Adult Members=285 Junior Members=187 Senior Members=263

Matt Schiller, Superintendent of Parks

Commissioner Zalinski read Matt's report:

- Crews have been diligently working to get the landscaping started at Pioneer for the start of the season. Ornamentals and new plantings will be added as weather permits.
- Soccer and Softball fields are being prepped and painted for the start of the season.
- Turf work will continue as weather permits and as ground temperatures increase and grass comes out of dormancy.
- Plans are being finalized for a new ornamental plant bed behind Oasis along Milwaukee Ave to go along with improvements that will be made to the beds in and around the rec center.

Jim Majewski, Superintendent of Facilities

Commissioner Zalinski read Jim's report:

- I have been in contact with the contractor and the basketball courts at Grennan Heights and Kirk Lane Park will be redone once weather permits.
- Control wire for batting cage pitching machines has been upgraded.
- Vinyl wall protector for Oasis Fun Center has been ordered and is due in shortly.
- Field lights at Pioneer Park have been repaired and are ready for the upcoming season.
- Old dance room at Howard Leisure Center will be repainted.
- Steel cable installed at LoVerde Center on the soccer field to hold the netting on the spectator side in place on the bottom.
- 3 beams pads have been ordered to cover vertical beams on south side of soccer field to protect the drywall from further damage.

Marty Stankowicz, Iceland Manager

The spring hockey league started in March. Spring hockey and LTS classes have all started and will continue until June.

This year's spring Ice Show "Rock the Ice MTV Style" will be held May 4, 5 & 6. Set construction is ongoing and rehearsals continue until the show.

We are waiting for the outdoor rink floor to thaw so it can be cleaned and used for roller hockey and other activities under the roof.

Three members of the US Paralympic Hockey team returned to Iceland with their gold medals as promised. The three members trained at Iceland to prepare for the Olympic tryouts and made the team. Photos were sent to the local paper with a short story.

Summer camp registration is open and plans are being made for field trip days.

I spoke with Commissioner Czarnik today about honoring the Humboldt Broncos hockey team with a patch and donation from the Niles Rangers. Work on the project will continue.

Tom Elenz, Executive Director

Executive Director Elenz introduced Tony Senkevicius as the Aquatics Director, and welcomed him to Niles Park District.

Scot Neukirch, Director of Finance

- Highlights of the Finance Department's activities since the last meeting other than the normal accounts payable, payroll and other accounting duties include:
 - Auditors are currently here for their fieldwork for the 2017 audit.
 - Field work should be completed by the end of the day on Wednesday,
 - Once this field work is completed, staff will continue to work on the creation of the annual CAFR document which will be completed later this summer.
 - Preliminary Park District IMRF employer rate contribution percentages have been released by IMRF for the District's pension plan.
 - The preliminary rate dropped from 11.98% for 2018 to 10.19 for 2019.
 - This 15% decrease equates to about a \$40,000/yr decrease that the district will be required to contribute to its pension plan.
 - **Reasons for the decrease:**
 - The employer rates are impacted by the 15.73% net return for 2017.
~~Yes, for rates we do use a five year smoothing process.~~
 - The Board lowered three assumptions:
 - Price inflation from 2.75% to 2.5%
 - Wage inflation from 3.5% to 3.25%
 - Payroll growth from 3.5% to 2.5%.
 - The final item is the impact of the Mortality Tables,

- unfortunately people are not living as long as originally anticipated. (This creates an actuarial gain.)
- We filed the annual underground storage tank certification that is required to be filed 120 after the end of the fiscal year.

Julie Jentel, Marketing

- Emails for our programs are sent out continuously. Summer flyers & tv scrolls are being worked on.
- Class evaluations for Indoor TBall & Rookie Ball, Goalkeeper Academy & Micro Soccer 2nd session were sent to participants. Results were given to appropriate departments.
- The Summer Fun Guide is out as well as the Park Bench. Work on the Fall Fun Guide will begin soon.

Lindsay Brubaker, Pioneer Park Manager

News to Report:

- **Pioneer-** Pioneer officially opened for the season Wednesday April 11th. It's good to be back and see people in the cages again! We're waiting on more cooperative weather to get back into the swing of things. Now Open banners are on display and everything has been running smoothly since we opened. We hope to turn on the water features this week once temperatures are warm enough. A big thank you to Jim and Tommy for all their hard work to get us open.
- **Softball-** We look forward to warmer weather and getting outside. Schedules are being finalized and teams are beginning practices outdoors. Spring Fling Softball Tournament has been filled. We are pumped to host our first Pitch, & Run Competition and Jr. Homerun Derby on Saturday, April 14th (rain date April 21st)
- **Sponsorships-** Sponsor banners have been hung on the field at Pioneer.
 - Christine Pusateri Hair Solutions
 - Athletico
 - Niles Optimist Club
 - Har-Mil Currency Exchange
- **Roth Memorial Event-** Sunday, April 29th 1-3pm at LoVerde Center. The event is in honor of Julius Roth who was a pioneer in youth and women's soccer. The family donated the LoVerde Soccer scoreboard on his behalf. We will be presenting the family with a memorial plaque and photo ops at 1:00pm, followed by a soccer clinic 1:30-2:30pm, and a reception for everyone 2:30-3:00pm. The family's #1 request for this event was to see the kids playing soccer. We welcome you to attend and meet the family!

Joe Cermak, LoVerde Center Manager

1. The Jungle Gym opened the weekend of March 24th and has brought in \$2,744 through April 12th.
2. A massive cleaning of the building over 3 days took place at the end of the basketball season.
3. Currently, there are 5 routine rental groups operating out of the gyms. We have had will have 2 sports centric birthday parties this month and a school sports party taking place at the end of the month.

4. Superstars Basketball with Gregg Gierke and Spike City Volleyball with Randy Satovitz academies are taking place on Tuesday's and Wednesdays. Basketball has 34 participants and Volleyball has 42.

Jeff Halsema, Soccer Manager

- April 29th will be a free kid's clinic during our Julius Roth memorial event. Clinic is full and I am working with the Chicago Red Stars to come out and participate.
- Spring soccer registration is complete. 275 kids have registered for this spring
- Soccer Academies will be starting back up in May. We have restructured the age brackets to offer a better experience for more age appropriate level of play.
- Completed the fixing of the soccer net along the bleacher sideline of the facility. We have added a heavier duty rubber mat and changed the bleachers to allow more room for people to walk through the area. I believe the changes are a significant upgrade from a safety and aesthetic standpoint.
- We have been filling in some time on the field day to day now that teams are looking to get outside. I believe the weather has helped us fill time over the past 3 weeks with last minute rentals.

Paul Nielsen, Athletic Director

- Youth Winter Basketball season went very well with games being played at the park districts buildings along with Culver School, St John, NorthRidge Prep, Notre Dame.
- Spring Gymnastics has just begun at Grennan Heights on Mondays and Thursdays for girls and boys ages 3-12 years old.
- In two weeks, Youth Volleyball will be beginning for boys and girls grade 4th through 8th at Golf View and LoVerde Center.
- The Spring Men's basketball games are beginning played on Wednesday nights at Golf View.
- The athletic department revenue is \$644,000 up from \$450,000 last year.
- Marketing is currently on going for all summer programs.

Commissioner Czarnik asked what the enrollment for Adult Softball was. Paul answered with 11 teams on Monday, 13 teams on Wednesday, 15 teams on Thursday, and 10 teams on Friday.

Peter Dubs, Golf Course Manager

- Our pro-shop has been painted and set up has begun to prepare for the coming season. We're producing some updated decals with our logo artwork to give the room an updated look for our re-opening.
- The order has been finalized for our golf course benches, trash cans, and water cooler enclosure. These are made from recycled plastic & will all have a coordinated look of being primarily green with black trim.
- Work on our tee signs has been completed and barring any unexpected production delays, they should arrive well ahead of our opening.
- We're also developing a permanent historical themed sign for the first tee area that will display old tournament results along with a brief summary of the story of Tam O'Shanter Country Club. The design will match that of our new tee signage.

- Staffing has been completed and our annual training / safety meeting will take place the first week of May.
- Marketing of the re-opening and first week promotions will pick up once we begin to receive feedback from project architects and confidence increases as to when exactly we'll be up and running.

Jim Stoneberg, Supt. of Golf Course Maintenance

Greens are uncovered with mowing and preventive spraying ongoing.

Work continues on flood and winter general clean up around the course as needed. Bunkers on 6 were the hardest hit as time permits will be removing contaminated sand and replacing with new.

As weather warms up we begin the slow process of mowing the new tee tops and green surrounds down to targeted 1/2 inch height.

All tall fescue area's will be over seeded on top of straw matting to help with any winter losses due to wind and heavy rains.

Wadsworth will be out finishing up their part of the contract.

Greens new nursery behind 9 tee will be final graded, over seeded and covered for fast germination.

12. NEW BUSINESS

A- DISCUSSION OF FESTIVAL POLONAISE ON AUGUST 10-12, 2018.

Festival Polonaise is asking for the use of all of Golf Mill Park from August 10-12, 2018. They would like to fence the entire park for the event, but based on the discussion that was had last month regarding special events in outdoor parks, what he proposed would not be acceptable. It is a paid admission event and would be a conflict to what was discussed last month. If charging an admission, fence the Village portion. He will be asked to come back with Plan B.

B- APPROVAL OF PROMOTION OF JEFF HALSEMA TO SUPERINTENDENT OF ATHLETICS.

Executive Director Elenz asked for a motion to accept Jeff Halsema as Superintendent of Athletics as discussed last month.

A motion was made by Commissioner O'Donovan, seconded by Commissioner Genualdi to approve Jeff Halsema as Superintendent of Athletics. Recording Secretary Jentel called the roll:

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

The motion passed 5-0

C- APPROVE THE PURCHASE OF A RIDING GREENS MOWER FOR THE AMOUNT OF \$30,226.68.

Jim Stoneberg explained that a new mower was needed based on the age of the current machine and the new layout of the course. The old machine will be used as a back-up.

A motion was made by Treasurer Zalinski, seconded by Commissioner Genualdi to accept the purchase of a riding greens mower for the amount of \$30,226.68. Recording Secretary Jentel called the roll:

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

The motion passed 5-0

13. OLD BUSINESS.

None.

14. MISCELLANEOUS

None.

15. CITIZENS WISHING TO ADDRESS THE BOARD.

None.

16. CONVENE INTO EXECUTIVE SESSION UNDER SECTION 2 (C)(1) TO DISCUSS PERSONNEL ISSUES, SECTION 2 (C)(5) TO DISCUSS REAL ESTATE AND SECTION 2 (C)(11) TO DISCUSS LITIGATION OF THE OPEN MEETINGS ACT.

Executive Director Elenz asked to convene into executive session.

17. ADJOURNMENT.

A motion was made by President Byrne, seconded by Commissioner Genualdi to adjourn the Regular Board Meeting. Recording Secretary Jentel called the roll:

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

The motion passed 5-0

APPROVED:

President
Board of Commissioners
Date: May 15, 2018

Board Secretary