
NILES PARK DISTRICT
Minutes of Regular Board Meeting
Howard Leisure Center
Tuesday, August 21, 2018
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
Jo Ann Raschillo, Executive Admin. Coordinator
Heather Petrie, Executive Admin. Coordinator
Laura Newton, Tam Tennis Manager
Jim Majewski, Superintendent of Facilities
Matt Schiller, Superintendent of Parks
Marty Stankowicz, IceLand Manager
Julie Jentel, Marketing
Paul Nielsen, Athletic Director
Jeff Halsema, Soccer Director
Lindsay Brubaker, Pioneer Park Manager

-
1. **CALL TO ORDER**
President Zalinski called the meeting to order at 6:01 p.m., Tuesday, August 21, 2018.
 2. **PLEDGE OF ALLEGIANCE TO THE FLAG**
President Zalinski led the assembly in the Pledge of Allegiance.
 3. **ROLL CALL**
Recording Secretary Raschillo called the roll. All commissioners were present.
 4. **CHANGES TO AGENDA**
No changes were made to the agenda.
 5. **CONSENT AGENDA APPROVAL**

A. Minutes of the Regular Board Meeting of Tuesday, July 24, 2018.

B. Voucher List as presented August 21, 2018. Approval of Disbursements:
VOUCHER LIST OF BILLS PRESENTED FOR APPROVAL ON AUGUST 21, 2018 -SUMMARY BY FUND:

| | |
|---------------------|------------|
| General Fund | 104,177.56 |
| Recreation | 132,191.75 |
| Ice Rink | 25,189.66 |
| Swimming Pool | 38,905.98 |
| Golf Course | 32,195.81 |
| Debt Service Fund | 2,000.00 |
| Paving and Lighting | 100.22 |
| Police Protection | 108.00 |
| Handicapped | 49,046.71 |

Grand Total: \$383,915.69

A motion was made by Commissioner Genualdi and seconded by Commissioner Byrne to accept the minutes of the Board Meeting of Tuesday, July 24, 2018 and the Voucher List as presented. Recording Secretary Raschillo called the roll:

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

The motion passed 5-0

6. **TREASURER'S REPORT**

Treasurer O'Donovan reviewed the Treasurer's Report.

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

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

The motion passed 5-0

7. **REPORTS OF PARK OFFICIALS**

A. **President's Report.**

President Zalinski gave a report on the Maine Niles Association of Special Recreation.

B. **Attorney's Report.**

None.

8. **BOARD REPORTS.**

Laura Newton, Tam Tennis Manager

- We have begun to take fall registrations for our classes.
- We will be doing routine cleaning of the courts the last week of August.
- We continue to be on pace to meet our budget.
- The bulk of our Non Resident tennis memberships will start in middle September and continue through October.

Robin Brey, Recreation Program Supervisor (report read by Commissioner Genualdi)

- Summer camps ended this past Friday. We continue to offer an additional week of "last blast of summer camp" and were met with great response. Thank you to all the counselors for their hard work and efforts. Campers had a safe and fun summer.
- Preschool begins their school year on September 4th. Enrolment to date is 151 children. Teachers will hold parent information meetings and orientations the last week of August.
- Registrations for fall classes of early childhood, dance, and arts programs are in progress.

Jim Majewski, Facilities Superintendent

- Preschools are preparing for their start after Labor Day.
- Basketball courts have been re-sealed and re-colored at the outdoor parks.
- The gym floor at Golf View is scheduled to be refinished.
- The score boards at LoVerde Center have been reprogrammed and corrected.
- The sign permit is done for LoVerde Center and contractors have been notified to proceed.
- At Oasis we are getting prices for seal coating and striping of the parking lot and for staining all the rafter ends.
- The insurance company is looking into the marquee at Oasis to determine whether it should be repaired or replaced (it was struck by lightning).

Matt Schiller, Superintendent of Parks

- Parks crews worked diligently this month to complete the installation of the new ball field at Culver School, made repairs to the grounds after the irrigation system installation, and graded and seeded the old ball field to make it usable for soccer next spring.

- We are working to catch up on the park cleanup, being short staffed and weather have put us behind almost all summer.
- We are looking to complete the plantings in front of Howard Street in and around the signage in the parkway as soon as possible.
- Today crews began to clean up around the Golf View and Tam facilities.
- The LoVerde Center landscaping cleanup will begin once the work at the Howard and Caldwell buildings is completed.

Marty Stankowicz, IceLand Manager

- Staff training for the fall continues. We are seeking to fill office positions due to unexpected vacancies. New applicants for building supervisor positions are being sought for interviews for the opening of the outdoor rink in November.
- Registration for fall hockey and skating is in progress. We start with a 4 week back to school mini session after Labor Day and end with a 10 week session that finishes up just before the holiday break.
- Summer camps ended on August 10. Skating camp registrations were lower than usual while hockey camp finished with high numbers.
- The ice has been melted and the floor is thawing. While we are shut down, maintenance will be completed on the compressors and annual maintenance on the building will be done. We are planning on putting ice back on the floor starting August 27 and be complete by September 4th.
- The outdoor rink is rented for the months of August, September and October for Lacrosse.
- New hockey director, Alex Alessi, was introduced.

Tom Elenz, Executive Director

- Executive Director Elenz introduced Heather Petrie as new staff, and provided more background information on Alex Alessi.
- During the busiest time of year, the pool was audited 3 times and received the highest rating each time. These are always surprise audits, and the staff never knows when to expect them.
- There were no issues with any of the camps. The district conducted their regular programming, concerts, and movies, all of which were very successful. Executive Director Elenz thanked the staff for all their hard work.

Scot Neukirch, Director of Finance

- Last month Director Neukirch reported that the district had applied for two grants and received one of them for just over \$2100. This grant will be used to offset the cost of surveillance cameras.
- The 2019 budget planning process is underway.
- We will also be going out for a request for proposal for auditing services in September.

Julie Jentel, Marketing

- The website has been switched to Fall, and all Fall Programs and Events are posted.
- Marketing has switched to fall programs and events. Emails, tv scrolls, flyers, and constant social media posts on Facebook & Twitter have been done.
- The Niles Parks Happenings newsletter will be delivered to residents this week.

Paul Nielsen, Athletic Director

- The youth summer basketball league just finished up this past weekend. There were a total of 1,150 participants.
- Summer Sports Camp at Grennan Heights is also concluded this past Friday.
- Fall Baseball and Fall Girls Softball is beginning its seasons and it will run through the end of October. We currently at an all-time high with enrollment 1100 players this year.
- Year to revenue is up \$297,000 or 31% compared to last year at this same time.
- We just concluded Weekday T-ball and Weekday Youth Coach Pitch and will be starting Fall T-ball and Rookie Ball for the first time.

Jeff Halsema, Soccer Director

- Fall soccer registration has just wrapped. Enrollment is up from last Fall. This is the first Fall that has 5th, 6th, 7th, and 8th grade divisions.

Lindsay Brubaker, Pioneer Park Manager

- **Pioneer-** July is the busiest month of the year for us at Pioneer. We hosted the Crosstown girls softball league playoff championships and the boys and girls all-star games. We welcomed 22 local all-star boys and girls teams in our 2nd and very successful Niles “All American City” House Classic. Our Niles 10U girls team and Niles 12U boys team won their divisions. We also welcomed 14U travel teams from all over IL for the Niles “All American City” Summer Classic. Extreme heat still scares off customers in the daytime, but the place become alive as the temperatures go down at night. We had 12 outings booked with us and are now preparing to switch to fall hours.
- **Oasis-** Food has been selling off the shelves as fast as we get it in stock.

Jim Stoneberg, Superintendent of Golf Course Maintenance

- Green maintenance continues with sand top dressing and vibratory rolling bi-monthly, keeping them consistent.
- Hand watering localized dry spots around the course continues with the dry conditions.
- Heat and humidity continue, adding ongoing turf disease chemical applications.
- Irrigation repairs completed to bridge crossing pipes and valves damaged from the floods.

- Howard Leisure Center and Howard Street Inn system repairs complete with few additions to cover the new landscape plants.
- Work continues for the 2019 budget.
- The last of the summer laborers have returned to school.

Peter Dubs, Golf Course Manager (read by Executive Director Elenz)

- While the weather was hot, the dry conditions allowed rounds totals to rebound at the course in July. We saw 6200 rounds played during the month, which is more than double the 3070 in July of 2017. Last season we did weather one of our more significant flooding episodes in July so those stats are somewhat misleading. This season's totals are just about average looking back over the past few years.
- Golf writer Len Ziehm visited the course and museum at the end of last month and had a few media outlets he planned on submitting pieces on our facility. We have also gotten the other recent published articles mounted and framed to display in the pro-shop and learning center.
- Our Junior Golf Games outing was held the evening of Friday August 3rd. We welcomed 62 junior golfers and over 150 total visitors to the annual event.
- Summer instructional programs have concluded. To date, we have had just under 500 participants in our various classes and leagues. Programs continue through the fall months with our first sessions beginning after Labor Day.
- We're in our busiest stretch of the season for hosting weekend outings at the course. 20 special events are on the books through September, we will host upwards of 1000 total golfers from these outings.

9. NEW BUSINESS

A. DISCUSSION/APPROVAL OF CHICAGOLAND PAVERS IN THE AMOUNT OF \$52,800.00 FOR THE PAVING AND COLOR COATING OF COURTLAND PARK TENNIS COURTS.

Executive Director Elenz made the following comments:

Paving and color coating the tennis courts was to be budgeted for 2019. But after this year's winter, the courts are in very bad shape. The net was taken down for one of the courts due to safety concerns. Rather than wait until next year, the district would like to ask the Board to approve the paving and color coating this year. This includes both courts at Courtland Park.

A motion was made by Treasurer O'Donovan and seconded by Commissioner Genualdi to approve the amount of \$52,800.00 for the paving and color coating of Courtland Park tennis courts. Recording Secretary Raschillo called the roll:

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

The motion passed 5-0.

10. OLD BUSINESS

None.

11. MISCELLANEOUS

- Executive Director Elenz wanted asked the Board about redesigning the logo for the Niles Park District. A company would be hired to create a professional logo. The Board would be provided with samples and would make the final decision on which logo to use. The Board agreed to move forward with a new logo design.
- It was announced that this was JoAnn Raschillo's last board meeting. Executive Director Elenz invited the Board to her retirement party.

12. CITIZENS WISHING TO ADDRESS THE BOARD

- Michael DeBartolo, Niles resident, wanted to make board aware that Park Ridge Park District and School District 63 want to use space to build soccer facilities. They were voted down at a zoning meeting, and now want to use Niles Park District property. Mr. DeBartolo told the Board that the Niles Park District parking lot is being used by the Park Ridge Park District.
- Dale Zilligen, Niles resident, wanted to discuss his concerns with Greenwood Park. He said it isn't being maintained well. The grounds have black slime mold, which people are mistaking for sewage. The levels of wood chips in the play areas are low. His biggest concern, however, is that the side of the playground facing Greenwood is completely open, with no fencing. He is concerned about the safety of the toddlers playing so close to the street. He suggested the Park District put up a fence. They also have problems with kids being in the park after hours and suggested later hours for the park patrol.
- Bob Zalesny wanted to support the comments from Dale Zilligen regarding the fence suggestion at Greenwood Park.
- Tamara Hawk has noticed leagues playing at Grennan Heights when the facility isn't open. She couldn't determine where the coaches or kids are from as they aren't wearing uniforms, but plain clothes. She also suggested that it would be nice if the free bus was routed to the LoVerde Center.

13. **CONVENE INTO EXECUTIVE SESSION**

No need for executive session.

14. **ADJOURNMENT.**

A motion was made by Commissioner Byrne and seconded by Treasurer O'Donovan to adjourn the Regular Board Meeting of August 21, 2018. Recording Secretary Raschillo called the roll:

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

The motion passed 5-0

APPROVED:

President
Board of Commissioners

Board Secretary

Date: September 18, 2018