
NILES PARK DISTRICT
Minutes of Regular Board Meeting
Howard Leisure Center
Tuesday, September 18, 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: Ian Brown, Attorney

STAFF MEMBERS

PRESENT: Tom Elenz, Executive Director
Scot Neukirch, Director of Finance
Heather Petrie, Executive Admin. Coordinator
Carla Nuzzo, Tam Tennis
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
Jim Stoneberg, Superintendent of Golf Maintenance
Robin Brey, Recreation Program Supervisor

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1. **CALL TO ORDER**
President Zalinski called the meeting to order at 6:00 p.m., Tuesday, September 18, 2018.
 2. **PLEDGE OF ALLEGIANCE TO THE FLAG**
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 AGENDA**
No changes were made to the agenda.

5. **CONSENT AGENDA APPROVAL**

A. Minutes of the Regular Board Meeting of Tuesday, August 21, 2018.

B. Voucher List as presented September 18, 2018. Approval of Disbursements:
VOUCHER LIST OF BILLS PRESENTED FOR APPROVAL ON SEPTEMBER 18, 2018 -SUMMARY BY FUND:

General Fund	70,058.77
Recreation	311,553.15
Ice Rink	26,283.53
Swimming Pool	32,354.20
Golf Course	55,426.22
General Liability	15,632.98
Paving and Lighting	33,231.13
Police Protection	108.00
Handicapped	17,647.22
Capital	8,800.00
Grand Total:	<u>\$571,095.20</u>

A motion was made by Commissioner Byrne and seconded by Commissioner Genualdi to accept the minutes of the Board Meeting of Tuesday, August 21, 2018 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
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 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 Genualdi	Yes
Commissioner Byrne	Yes

The motion passed 5-0

7. **REPORTS OF PARK OFFICIALS**

A. **President's Report.**

President Zalinski reported that grant applications are being accepted through December 31, 2018. He also added that freestyle bicycle motocross will be included in the 2020 summer Olympics. President Zalinski suggested that this might present a potential programming opportunity.

B. **Attorney's Report.**

Ian Brown sat in for Dan Shapiro. He did not have a report.

8. **BOARD REPORTS**

Robin Brey, Office Manager/Recreation Program Supervisor

- Bright Beginnings Preschool began their school year on September 4th. Enrolment to date is 159 children versus 152 last year at this time.
- DCFS license for preschool will expire the end of this year. Preparing for the licensing process which will take place in December with the DCFS rep. Once approved for all three preschool locations the license is then good for three years.
- New STEM and dance classes are also being offered this fall.
- Party bookings at LoVerde Center are increasing.

Carla Nuzzo, Tam Tennis

- Harvest Hustle registration is at 14 as of 9/10/18.
- We are continuing to contact different business for sponsorships.
- Our season has begun and as the months progress more and more people will be in to play tennis.
- Hit our budget for junior session with 1 registration.

Jim Majewski, Facilities Superintendent

- Courtland basketball courts have been re-paved, re-striped and new posts and nets have been installed.
- Courtland tennis court will be re-paved this week.
- Foundation will go in for a new sign at LoVerde Center.
- The only option for the sign at Golf View and Tam Tennis is to combine it with the driving range sign because of all the utilities currently there in front of those two buildings.
- The gym floor at Golf View was finished last month.
- The exterior doors and railings around Tam Tennis have been sanded, primed and repainted.

Matt Schiller, Superintendent of Parks

- The baseball/softball backstop at Culver School is now complete with roofing over the dugouts.
- Soccer has begun so fields were installed; however, we were able to lay out both our field and the Culver field in a way that allows for softball to use the field as well through the fall.

- Renovations at Greenwood Park are underway, dead material was removed, and the area was repaired and seeded. Trees around the basketball court were trimmed appropriately; sign bed on Greenwood was cleaned and replanted.
- We are on our way to being caught up on cleaning and pruning all the parks.

Marty Stankowicz, IceLand Manager

- Our mini sessions of hockey and skating have started and registration for the fall 10 week sessions started last week.
- Teams were drafted for the Rangers hockey league last weekend. Currently we have 212 players which is 9 less than last year. Registration is still open for lower age levels.
- All prime time indoor ice slots are being used for programs or rentals.
- Outdoor rink scheduling is ongoing and contracts for the winter are being drafted and will be sent out next month.
- Applications are still being accepted for concession, skate guards and evening supervisors for the winter season.

Tom Elenz, Executive Director

- Executive Director Elenz mentioned a write up in the *Chicagoland Golf Magazine* that mentioned the upgrades that were done at Tam O'Shanter Golf Course. President Zalinski suggested adding links to these articles on the park district website.

Scot Neukirch, Director of Finance

Highlights of the Finance Department's activities since the last meeting other than the routine accounts payable, payroll and accounting duties include:

- Finance applied for grants to help offset the District costs in various areas. Since the last meeting, we have applied for and received 1 more grant, from Ipark for \$500 for lifeguard training by Star Fish.
- The 2019 requested budget process is under way.
- Staff has been working on compiling their budget requests and entering the information in our financial system.
- Finance is currently reviewing the preliminary requests.
- Next week Tom and I will be sitting with the respective departments for a series of meetings to discuss their requests.
- Once the requests have been reviewed, discussed and compiled in the requested budget document, we will be providing the Board with draft document prior to the Thursday, October 18 workshop where staff will be available to discuss their 2019 requests with the Board.

Julie Jentel, Marketing

- Work continues on the Winter Spring Fun Guide. It is coming out right before Thanksgiving.

- Emails for Fall Programs & Halloween events have been sent. Halloween events have been emailed to local newspapers, Patch.com and school websites. The tvs are scrolling our Fall Programs. And social media is constantly updated.

Lindsay Brubaker, Pioneer Park Manager

- **Pioneer-** In August we made the switch to Fall Hours. We had the staff available to stay open for an extra week of summer hours to accommodate for all the CPS kids who were still off of school. We have dealt with a fair share of rainouts and extremely hot temperatures this summer, so we look forward to mild temps and dry weekends for the fall ball season. Birthday parties, Family Fun Nights, and batting cage rentals have remained steady.
- **Oasis-** Oasis benefitted greatly this summer from the hot temperatures. We were able to stay open an additional week to accommodate for the camps and warm forecast. We were bummed that Labor Day weekend was a washout. All remaining food has been transported to Pioneer.
- **Sponsors-** Dear Franks opted for a larger banner in the LoVerde Center. MB and Sharper Dot banners were also hung at LoVerde. Sponsors are very happy with these displays. Working with Lina's Frozen Treats on dasherboard signage at IceLand.
- **Arts & Culture-** The Niles Public Arts & Culture Council is finally starting to take root. You may have noticed the painted benches around town. These are part of the "Art Stop" program. Our parks are seen as the premiere space in town for hosting Arts & Cultural events. A Niles Artisan Guild has been formed with about 70 members in it looking for the opportunity to participate in the community.

Paul Nielsen, Athletic Director

- The Fall Soccer League has started its season for 350 girls and boys and the games will be played on Saturday and Sundays. This enrollment number is up from 270 last fall.
- The fall sessions of Gymnastics have begun at Grennan Heights on Monday and Thursday nights.
- Volleyball Academies are being taught on Thursdays nights at Golf View.
- Fall Baseball and Fall Girls Softball is going well for over 1100 participants.
- Basketball Academy and Small Shots are being taught on Wednesdays at LoVerde Center and Golf View.

Jim Stoneberg, Superintendent of Golf Course Maintenance

- With storm/flood damage clean up completed, we started grow in process again to restore dead turf. Aerating top dress and over seeding will continue as time permits.
- With league play slowing greens, tees and fairways will be deep tine aerated, top dressed and over seeded as weather and time permits.
- With the new bunkers we have been looking at different options for maintaining them demo new equipment recommended by other area Superintendents for the 2019 budget.
- Working on weed control on new berms and native grass areas around the course as time allows. All areas will be mowed down in late fall to help fill in weak areas.
- All 2018 budget line items are in line for the year.

Commissioner Czarnik

Commissioner Czarnik addressed the state of the parks with park district staff. He expressed his concern that trash is not being emptied frequently enough, as he has received complaints from residents.

Executive Director Elenz assured the board that the incident in question was a one time occurrence due to a high volume day. Action has been taken to make sure trash receptacles are emptied regularly.

9. NEW BUSINESS

A. DISCUSSION/APPROVAL OF DURABILT FENCE IN THE AMOUNT OF \$32,145.00 FOR THE OAKTON MANOR BALL FIELD

Executive Director Elenz made the following comments:

This proposed new fencing is to replace the fencing around the ball diamond at Oakton Manor. We received two bids, one from Action Fence for \$47,430.00 and the other from Durabilt in the amount of \$32, 145.00. Executive Director Elenz is requesting that the board approve the bid from Durabilt for \$32,145.00

A motion was made by Commissioner Byrne and seconded by Commissioner Genualdi to approve the amount of \$32,145.00 fencing around Oakton Manor ball field. Recording Secretary Petrie 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

There was no old business to discuss.

11. MISCELLANEOUS

There were no miscellaneous issues to discuss.

12. CITIZENS WISHING TO ADDRESS THE BOARD

There were no citizens who wanted to address the board.

13. CONVENE INTO EXECUTIVE SESSION

A motion was made by Commissioner Genualdi and seconded by Commissioner Byrne to convene into executive session. Recording Secretary Petrie 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

14. ADJOURNMENT.

A motion was made by Commissioner Genualdi and seconded by Commissioner Byrne to adjourn the Regular Board Meeting of September 18, 2018. Recording Secretary Petrie 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