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**NILES PARK DISTRICT**  
Minutes of Board Meeting  
Tuesday, April 15, 2025  
6:00 pm

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Board Members present: Dennis O'Donovan, President  
Scott O'Brien, Vice President  
Julie Genualdi, Treasurer  
Jim Hynes, Commissioner

Staff Members present: Tom Elenz, Executive Director  
Scot Neukirch, Finance Director  
Heather Petrie, Executive Admin. Coordinator  
Robin Brey, Recreation Programs  
Laura Newton, Tam Tennis  
Jim Majewski, Facilities Superintendent  
Marty Stankowicz, IceLand  
Kenny Krueger, Athletic Director  
Julie Jentel, Marketing  
Kenny Krueger, Athletics  
Peter Dubs, Golf Course Club House  
Eric Aquayo, Golf Course Grounds

Dan Shapiro, Attorney

**1. Call to order**

President O'Donovan called the regular board meeting to order on Tuesday, April 15, at 6:00 pm.

**2. Roll Call**

Recording Secretary Petrie called the roll. Commissioner Strzelecki was absent.

**3. Pledge of Allegiance**

President O'Donovan led the assembly in the pledge of allegiance.

**4. Changes to the Agenda**

There were no changes to the agenda.

**5. Consent Agenda Approval**

Minutes of the; Regular Board Meeting of Tuesday, March 18, 2025 and Voucher List as presented March 31, 2025 – summary by fund:

General Fund	\$99,650.88
Recreation	\$158,021.82
Ice Rink	\$39,556.07
Swimming Pool	\$8,454.64
Golf Course	\$103,665.96
IMRF	-
Debt Service Fund	\$475.00

General Liability	\$181,232.00
Paving & Lighting	\$1,098.61
Police Protection	\$108.00
Handicapped	-
Capital	\$2,325.64
Audit	-
Grand Total	\$594,588.62

A motion was made by Treasurer Genualdi and seconded by Commissioner Hynes to accept the minutes of the Regular Board Meeting of Tuesday, March 18, 2025, and the Voucher lists as presented, March 31, 2025. Recording Secretary Petrie called the roll:

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

The motion passed 4-0.

**6. Treasurer's Reports**

Treasurer Genualdi read the treasurer's report for the month ending March 2025.

A motion was made by Commissioner Hynes and seconded by President O'Donovan to accept the March 2025 treasurer's report. Recording Secretary Petrie called the roll:

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

The motion passed 4-0.

**7. Reports of Park Officials**

**A. President's Report**

There was no President's report.

**B. Attorney's Report**

Dan Shapiro announced that he will discuss election results at the end of the meeting.

**8. Board Reports**

**Robin Brey, Programs Supervisor**

- Spring Special Events went well the Bunny Breakfast and Egg Scramble. Last one up is this Wednesday the Flashlight Egg Hunt 4/16 on the golf course.
- The DCFS licensing renewal process for Bright Beginnings preschool has been completed and approved for another 3 years.
- Registration is in full swing for camps, spring and summer programs and pool passes.

### **Laura Newton, Tam Tennis**

- We have started our spring season consisting of 8 & 9 weeks, lasting until May 31<sup>st</sup>. Class registration went well.
- **Budget** Revenue increase to date, compared to 2024 is \$37,649.00, with the total Profit to date of \$609,756.00 compared to \$572,813.00 in 2024.
- Profit Increase from 2024 Year to Date
  - Junior Tennis Programs: \$16,271.00
  - Adult Tennis Programs: \$3,893.00
  - Senior Tennis: \$95.00
  - Private Lessons: -\$4,528.00
  - Fitness: \$10,531.00
  - Non-Resident Tennis Memberships \$7,682.00
- **Junior Programs** Spring session we are 92.31% full. We will begin to structure the summer classes.
- **Adults Programs** Spring Session 82% full.
- **Private Lessons** Fluctuate based on the weather.

### **Jim Majewski, Park Services**

- Dugout project has begun at Jonquil ballfields which includes new fencing along the 1<sup>st</sup> and 3<sup>rd</sup> baselines, roofs above the players benches and concrete around backstop
- Swimming pool painting bids have been open
- Pioneer batting cages are open
- NICO Park tennis court resurfacing bids have been open
- Working on net repairs at driving range and then we'll raise it
- New bollard lights were installed at Triangle Park and banquet rear stairs
- The north concrete stairs to the clubhouse have been replaced

### **Marty Stankowicz, IceLand**

- We are in our third week of the spring sessions and are planning for summer camps. Camp registration is open for both skating and hockey. Iceland will run 3 camps this summer.
- Spring skate/Bunny Hop is scheduled for Saturday. We will have an egg scramble on the ice for the skaters.
- Ice show practice and set design continues. There are 3 shows scheduled for May 2, 3 & 4.
- The outdoor rink floor has been thawing, and we are currently cleaning it. Some wind screen damage from winter high winds has been repaired. We have some screens that need to be replaced due to their age.
- Summer rental contracts are being sent for both the indoor and outdoor rinks.

### **Chris Czajka, Superintendent of Grounds**

- Snow removal and salting when needed
- NICO Park sign has been removed and is being restored in our shop
- Working with a family on a memorial tree donation at pioneer park
- Working on all equipment for this coming season
- Still Interviewing for the horticulturist position
- Cleaned up and did spring maintenance at the batting cages and mini golf at Pioneer for this springs opening.
- Cleaning up beds and putting down fresh mulch parkwide
- Playground inspections and repairs as needed.

**Scot Neukirch, Finance Director**

Staff has applied for the IPRA safety grant for \$3,443 which will be applied to the purchase of surveillance cameras. Staff has also applied for the IPARKS aquatics grant for \$500 and the IPARKS safety grant for \$1,500, totaling \$5,443.

The annual audit has progressed to the analytical stage. The auditors are reviewing all of the information provided, asking questions and requesting additional information.

The Park District's financial software provider has notified us that we need to convert to a different system as theirs is being phased out by the end of 2026. The administration team has been reviewing and considering options for this conversion.

**Julie Jentel, Marketing**

- The Summer Guide is complete and is online.
- I have begun to promote the Summer programs and events.
- With the winter athletic programs ending, class surveys are being sent to participants in the leagues.

**Kenny Krueger, Athletic Director**

- All our youth winter indoor sports have officially come to an end. Although very stressful at times, many coaches & parents had many nice things to say about the leagues and facilities.
- All our spring sports/leagues are starting over the course of the next 2-weeks.
  - \*Soccer has over 800 kids which is an increase from last year. We're juggling field locations this spring to allow some grass to heal while we wait for Golf Mill construction to wrap up.
  - \*T-Ball / Rookie Ball is playing on Sundays instead of Saturdays and we saw a nice spike in enrollment.
  - \*Volleyball and Girls Softball are on par with the previous season enrollments.
  - \*Our adult 14" and 16" softball leagues are set to begin next week at Pioneer.
  - \*Spike City Volleyball, Vince Thomas Basketball and our Soccer Academy all saw positive enrollment and will be taking place over the next month.
- We'll also offer some new evening pickleball classes inside GV for the spring before we put away our nets until next season as the outdoor courts will now be used.
- We partnered with Dist. 219 to run a free Girls Flag Football Clinic this past Sunday at LV. We had 50 spots fill up within a week of promoting it. It's a segway into our new girls flag football leagues coming to LV on weeknights this summer.

**Peter Dubs, Tam Golf Course Club House**

- While the golf course has technically been open for about a month, daily operations have been sporadic based on the weather. We have been able to open just about half of the days since March 14<sup>th</sup>. We hosted 900 rounds in March this year compared to 1500 last season.
- League and permanent tee time fees are due by this Friday. These should be in line with the budget for the season and account for a little under 20% of our annual revenue. The majority of these groups will begin play the week of May 12<sup>th</sup>.
- Our pro-shop inventory has been restocked for the season.
- The few days the weather has cooperated, our tee sheet has been completely full, so we're optimistic that demand remains high...we just could use some more consistent warmth to get people out here.

### **Eric Aguayo, Golf Course Maintenance**

- Our seasonal crew has returned and is ready to take on the year's challenges.
- With the weather still fluctuating, we are making the most of the colder days focusing on full-course maintenance while the course remains closed
- We successfully aerated the greens and filled the holes with sand. Doing this periodically will help improve the putting surface and keep the greens firm.
- Our requested turf roller was delivered, we rolled all the greens prior to the first cut to ensure the greens were fully even and smooth.
- We fired up the irrigation system and everything is in normal operating condition.

## **9. New Business**

### **A. Employee Recognition**

On Tuesday, April 8<sup>th</sup>, a pickleball player experienced cardiac arrest and lost consciousness. Within seconds, our front desk attendant, Jason Malasig, called 911. Kenny Krueger retrieved the facility's AED and attended to the victim and began performing CPR compressions. Thanks to his prompt actions, the individual regained consciousness before the EMT arrival. The Park District received a letter from the Niles Fire Department stating that the quick thinking and decisive actions taken by the Park District staff members likely saved this individual's life. Kenny and Jason were thanked for their outstanding service.

### **B. Discussion/Approval of a no bid contract with MG Mechanical for Howard Street Air Conditioner Unit**

The cooling system at the Howard Street Inn is the original system from 1995. The cost of repairing is based on new refrigeration standards and are not cost effective. MG Mechanical did the installation of the heating unit and they have been used by the Park District for other repairs. Staff budgeted \$100,000 for the replacement and recommends a contract with MG Mechanical in the amount of \$100,150 to replace the cooling unit.

A motion was made by Commissioner Hynes and seconded by Vice President O'Brien to approve a contract with MG Mechanical in the amount of \$100,150 for replacement of the Howard Street Inn cooling unit. Recording Secretary Petrie called the roll:

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

The motion passed 4-0.

### **C. Discussion/Approval of a contract with Alpha Maintenance for Oasis Pool Painting**

Three bids were received for the painting and sandblasting for the pool, with Alpha Maintenance coming in with the lowest price of \$72,500. This, unfortunately, came in over budget by \$32,000. Replacement of the pool heater had been previously budgeted for, but due to this bid result, it was discussed to wait on replacing the pool heater until next year and apply that budgeted money toward the pool painting. Staff is asking for approval of a contract with Alpha Maintenance for \$72,500.

A motion was made by Commissioner Hynes and seconded by Treasurer Genualdi to approve a contract with Alpha Maintenance in the amount of \$72,500 for Oasis Pool painting. Recording

Secretary Petrie called the roll:

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

The motion passed 4-0.

**D. Discussion/Approval of a vending agreement with Yami Fresh**

The Park District is having multiple issues with our current vending provider. A proposal was received from a Morton Grove company called Yami Fresh who services schools and other park districts. They will provide machines and have agreed to increase our percentage to 22% for snacks sold and 10% for coffee sold. We are currently getting 10% on both snacks and coffee. Staff recommends changing snack companies to Yami Fresh. An out clause has been added to the agreement if any issues arise.

A motion was made by Commissioner Hynes and seconded by Vice President O'Brien to approve a vending agreement with Yami Fresh. Recording Secretary Petrie called the roll:

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

The motion passed 4-0.

**E. Discussion/Approval of a two-year contract with Paylocity for payroll, human resources, and time and attendance**

The Park District was notified that its financial software provider would not be able to support their software as of the end of 2026. Staff has reviewed multiple options as a replacement. Staff is looking for approval of a two-year contract to transition payroll, and time and attendance modules to Paylocity. Staff has negotiated the price for payroll and time and attendance down to almost half of what was originally proposed. Based on our average employee count this is an annual reduction of approximately \$20,000 per year from the original proposal. Staff was also able to secure 3 months free the first year, which will be during our higher volume months saving another \$10,000. We also negotiated a hold on any increases for the second year and a 3% cap on future increases over the next 3 years. Staff was also able to secure a reduction with its existing human resource software which is saving approximately \$9,000 per year as well. Staff is looking for approval for staff to enter into a two-year contract with Paylocity for all three systems up to \$60,000 which is below budget.

A motion was made by Treasurer Genualdi and seconded by Commissioner Hynes to approve a two-year contract with Paylocity for payroll, human resources and time and attendance in the amount of \$60,000. Recording Secretary Petrie called the roll:

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

The motion passed 4-0.

10. **Old Business**

**A. Update on Golf Mill Park project**

The electrical work is continuing, the scoreboard has been installed, the irrigation system continues to be installed, baggo and the ping pong table have been installed. The basketball, tennis and pickleball courts will be installed when the asphalt plants open. Sod is expected to be installed in May for the soccer field. As of today the project is approximately 50% done.

11. **Miscellaneous**

Dan Shapiro updated the Board on the election results in the event of a tie. If the election remains tied at the date of certification, the county clerk breaks the tie with a coin flip. If there is no tie, it is probable that there will be less than a 5% difference between the votes earned by candidate number 3 and candidate number 4. The election code allows for a recount. If a candidate wished to do that, they must do it within 5 days of certification. This is called a discovery recount, meaning whatever the means of voting was (machines, paper, etc.), would be reviewed. It does not determine a winner. If there is a difference in votes that flips #3 and #4, the challenger would have to go to court and the person with more votes would be declared the winner.

12. **Public Comments**

There were no public comments.

13. **Executive Session**

There was no need for an Executive Session.

14. **Adjournment**

A motion was made by Commissioner Hynes and seconded by Treasurer Genualdi to adjourn the regular board meeting. Recording Secretary Petrie called the roll:

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

The motion passed 4-0.

APPROVED:



President O'Donovan

Board of Commissioners

Date: April 15, 2025



Board Secretary

