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**NILES PARK DISTRICT**  
Minutes of Board Meeting  
Tuesday, April 16, 2024  
6:00 pm

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Board Members present: Julie Genualdi, President  
Dennis O'Donovan, Vice President  
Jim Hynes, Treasurer  
Scott O'Brien, 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 Manager  
Marty Stankowicz, IceLand Manager  
Jim Majewski, Facilities Superintendent  
Chris Czajka, Grounds Superintendent  
Kenny Krueger, Athletic Director  
Julie Jentel, Marketing  
Peter Dubs, Tam Golf Course  
Jim Stoneberg, Golf Course Superintendent  
Eric Aguayo, Golf Course Assistant Superintendent

Dan Shapiro, Attorney  
Terry Gordon, Guest

1. **Call to order**  
President Genualdi called the regular board meeting to order on Tuesday, April 16, at 6:02 pm.
2. **Roll Call**  
Recording Secretary Petrie called the roll. Commissioner Strzelecki was absent.
3. **Pledge of Allegiance**  
President Genualdi 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 19, 2024; and Voucher List as presented March 31, 2024 – summary by fund:

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General Fund	\$124,709.11
Recreation	\$165,943.41
Ice Rink	\$27,379.01
Swimming Pool	\$1,919.01
Golf Course	\$20,851.68
IMRF	-
Debt Service Fund	\$475.00

General Liability	\$15,239.00
Paving & Lighting	\$607.91
Police Protection	\$108.00
Handicapped	-
Capital	\$62,179.06
Audit	-
<b>Grand Total</b>	<b>\$419,501.19</b>

A motion was made by Vice President O'Donovan and seconded by Treasurer Hynes to accept the minutes of the Board Meeting of Tuesday, March 19, 2024, and the Voucher lists as presented, March 31, 2024. Recording Secretary Petrie called the roll:

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

The motion passed 4-0.

**6. Treasurer's Reports**

Treasurer Hynes read the treasurer reports for the month ending March, 2024.

A motion was made by Vice President O'Donovan and seconded by President Genualdi to accept the March 2024 treasurer's report. Recording Secretary Petrie called the roll:

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

The motion passed 4-0.

**7. Reports of Parks Officials**

- A. President's Report – There was no President's report.
- B. Attorney's Report – There was no Attorney's report.

**8. Board Reports**

**Eric Aguayo, Golf Course Maintenance**

- Officially taking over for Jim Stoneberg, thank you Jim for all the years you put into the golf course. Enjoy your retirement!
- We took delivery of the new golf cart fleet.
- We should receive our new rough mower sometime this month, and placed the order for our other requested equipment.
- Started throwing down some pre-emergent/fertilizers on the course .
- We're spending time on some much-needed TLC on the bunkers, they should be back up to spec very soon.
- With more staff in we're getting the course ready for prime season

### **Peter Dubs, Tam Golf Course**

- The course has hosted approximately 2500 rounds so far this season. Operations in the early part of April were touch and go as the weather cooperated, with us staying closed on days with inclement weather. As temperatures have moderated we have been able to remain open more consistently, with our reservation sheet filling on nice days, suggesting we're in store for another busy summer as long as we can stay dry.
- League and permanent tee time fees are due at the end of this week. I anticipate us to surpass budgeted figures for our weekday leagues as we have added some new groups to our schedule. Permanent tee times should come in right around budgeted numbers. All these groups are scheduled to begin play the week of May 13<sup>th</sup> and will continue through roughly Labor Day.
- We'll be hosting a tournament for Under Armour's Junior Golf Tour on Saturday, April 27<sup>th</sup> with players ages 6-18 scheduled to compete in the event.
- Chris has begun his second session of winter/spring programs over at the learning center. Of the 30 early season classes offered, 15 have full rosters, with more expected to hit capacity before the third and final spring session begins at the end of the month.

### **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 this upcoming weekend.
  - \*Soccer has over 750 kids which is 100 more than last year.
  - \*Girls Softball has 14 teams which is 2 more than last year.
  - \*T-Ball / Rookie Ball is a little lower than last year but with construction at Pioneer and Culver, that actually helps with additional field space available for soccer and softball games.
  - \*Volleyball had another solid turnout and that'll be our main indoor league for the spring.
  - \*Spike City Volleyball, Vince Thomas Basketball and our Soccer Academy all saw positive enrollment and will be taking place over the next month.
- Our Summer Sports Camp hiring is completed. 9 of 16 our counselors are returning from last year and the other 7 are officially hired and ready to go. The new Paylocity app that Melissa implemented helped with getting people hired a lot quicker.

### **Julie Jentel, Marketing**

- The Summer Guide is complete and is online.
- Preparing to promote the Summer programs and events.
- The 2023 Annual Newsletter is complete, will be mailed to residents in a couple weeks.
- With the winter programs ending, class surveys were sent to participants in the athletic leagues.

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

- The mini golf pond pump has been repaired and reinstalled.
- The exterior doors to the ice rink have been replaced.
- The two main circulating pumps at Oasis have been reinstalled.
- The 2 waterslides, the drop slide and the mushroom at Oasis have been repainted and gel coated.
- The wheel stops at Jonquil have been installed in the new paved area on the West side.

### **Scot Neukirch, Finance Director**

Staff has received all of the IPRF and IPARKS pool and safety grants that were applied for. The 2023 audit is progressing. Auditors are asking for additional documents and testing items such as accounts payable records, payroll records, and accuracy of recording of cash receipts. An offer was made to an applicant for the accounting assistant position and her starting date is April 29<sup>th</sup>.

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

- Planting flowers in all our sign beds.
- Edging all beds in parks.
- Mulched all of Oak Park.
- Repaired and repainted Kirk Land Park sign.
- Playground inspections and repairs as needed.
- Finished working on all trailers for this season.
- Prepped and cleaned up Pioneer mini golf and batting cages for open day.
- Repaired and repainted all the mini golf hole signs.
- Cutting lips and prepping all ballfields for play.
- Laying out and lining soccer fields for this season's games.

### **Marty Stankowicz, IceLand**

- We are in our third week of the spring sessions and are planning for summer. Camp registration is open for both skating and hockey. Iceland will run 3 camps this summer.
- Ice show practice and set design continues. There are 3 shows scheduled for May 3, 4, 5.
- The outdoor rink floor has been thawing and will be cleaned next week. Wind screen damage from high winds has been repaired. Some of the screens need to be replaced. They are 12 years old and ripped during recent wind storms.
- Summer rental contracts are being sent for both the indoor and outdoor rinks.

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

We have started our spring season consisting of 8 weeks, lasting until June 1<sup>st</sup>. Class registrations went well.

#### **Budget**

- Revenue increase to date, compared to 2023 is \$61,276.00, with the total Profit to date of \$572,859.
- Profit Increase from 2023 Year to Date
- Junior Tennis Programs: \$30,532
- Adult Tennis Programs: -\$10,910
- Senior Tennis: -\$736
- Private Lessons: \$28,791
- Fitness: \$4,993
- Non-Resident Tennis Memberships \$8,882

#### **Junior Programs**

- The Spring 2024 session have 271 available spots for multiple classes, throughout the week, and we have 237 registered. 87% full
- We will begin to structure the summer classes.

#### **Adults Programs**

- Spring Session: We have 77 adults registered in 9 classes, various days at 91% full.

#### **Private Lessons**

- We are still thriving with indoor lessons.

**Robin Brey, Programs Supervisor**

- To Celebrate Earth Day, the preschoolers will be partaking in a DIY seed clay craft. The event will take place in the back area by the gazebo at HLC and on the playground at Oakton Manor on 4/22 & 4/23. Thank you to Ellie for presenting and planning the event.
- Registration is ongoing and picking up for summer camps and all programs.
- Hiring and training for part-time staff continues.

**Bob Kreiling, Park Patrol**

- Held a full staff meeting and training on de-escalation and active shooter procedures.
- CPR/AED certification Is in the process of being completed.
- Hired 2 new patrol officers.
- Incidences to report:
- 03/27/2024 Golf View Rec Center, Parking lot egg hunt, Incident with patron and park patrol. Patron had brought a dog to the event and was approached by park officer to advise dogs were not allowed at the event. Patron became upset because the dog was a service dog. Park Officer Steffen intervened to deescalate the altercation and the patron was satisfied. A follow-up memo was issued to all park officers instructing them on rights of service animals in a public setting.
- 04/07/2024 Golf View Rec Center, At 8th grade basketball game a verbal altercation started on Basketball Court moved out to the lobby between older male and female parent. Police were called, report was made. Settled by Police no arrests were made. Park Incident report was completed by Park Officer Antkowiak.

**9. New Business**

**A. Discussion/Approval of Courtland Park playground**

The lease is completed with Com Ed, making Courtland Park the oldest playground in the Park District. The Board was shown 3 different layouts from NuToys and 2 from Burke Staff has budgeted \$125,000. Staff is looking for the Board to choose a design layout.

A motion was made by President Genualdi and seconded by Commissioner O'Brien to approve a contract with Burke, for the playground design option 1, in the amount of \$124,167.

Recording Secretary Petrie called the roll:

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

The motion passed 4-0

**B. Discussion/Approval of Golf Mill Park playground**

This playground concept was approved by the Board at the last meeting. The price, including installation was \$307,130.

A motion was made by Commissioner O'Brien and seconded by President Genualdi to approve the contract with Play Illinois in the amount of \$307,130 for the Golf Mill Park playground.

Recording Secretary Petrie called the roll:

President Genualdi	Yes
Vice President O'Donovan	Yes

Treasurer Hynes	Yes
Commissioner O'Brien	Yes

The motion passed 4-0

**C. Discussion/Approval of Golf Mill Park shelters**

Staff needs a decision from the Board on what color scheme they would like to see for the shelters at Golf Mill Park.

A motion was made by Treasurer Hynes and seconded by President Genualdi to approve a contract with Parkreation in the amount of \$207,009 for shelters at Golf Mill Park. Recording Secretary Petrie called the roll:

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

The motion passed 4-0

**D. Discussion/Approval of Golf Mill Park fitness equipment**

There are 5 pieces of fitness equipment that will be placed at Golf Mill Park in the amount of \$27,729. Staff is asking the Board to approve this purchase.

A motion was made by Commissioner O'Brien and seconded by Treasurer Hynes to approve a contract with NuToys in the amount of \$27,729 for fitness equipment at Golf Mill Park. Recording Secretary Petrie called the roll:

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

The motion passed 4-0

**10. Old Business**

**A. Update on Pioneer Park**

The playground has been installed and the shelter has been completed. The backstop fencing continues to be installed and one field has been completed. The concrete for the baggo and fitness areas has been poured. The old walking path has been removed. Staff is meeting with the field lighting contractor to discuss the lighting installation. Playground inspection is scheduled and once approved, the playground can be opened. The target date to open for games is mid May.

**11. Miscellaneous**

Staff would like to get a consensus from the Board about the expansion of the soccer field at Golf Mill Park. North Ridge Prep continues to change details about the agreement and as far as expanding goes, it doesn't serve the Park District. An agreement could not be reached on a termination clause, North Ridge wanted to be able to assign use of the field to other schools, and also wanted to change some of the hours of availability. The representatives of North Ridge Prep have taken a long time to respond to the Park District and have asked for more time.

**12. Public Comments**

There were no public comments.

**13. Executive Session**

Staff asked the Board to convene into executive session.

A motion was made by President Genualdi and seconded by Commissioner O'Brien to convene into executive session under section 2 (C)(8) to discuss security procedures and the use of personnel and equipment to respond to a threatened or a reasonably potential danger to the safety of employees, staff, or the public property. Recording Secretary Petrie called the roll:

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

The motion passed 4-0

**14. Return to Open Session**

A motion was made by President Genualdi and seconded by Commissioner O'Brien to return to the regular board meeting. Recording Secretary Petrie called the roll:

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

The motion passed 4-0

**A. Board action regarding April 7, 2024 event at Golfview Center.**

A motion was made by President Genualdi and seconded by Commissioner O'Brien to ban Jaime Albrecht from all Niles Park District programs, events, properties and facilities with the sole exception of dropping off or picking up her minor children at which time she will remain in her vehicle. This ban will be in effect for 6 months effective today, April 16, 2024. Should Ms. Albrecht violate this ban at any time she will be indefinitely banned from the Niles Park District. Recording Secretary Petrie called the roll:

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

The motion passed 4-0

A motion was made by President Genualdi and seconded by Vice President O'Donovan to ban Julie Stepniewski from all Niles Park District programs, events, properties and facilities with the sole exception of dropping off or picking up her minor children at which time she will remain in her vehicle. This ban will be in effect for 6 months effective today, April 16, 2024. Should Ms. Stepniewski violate this ban at any time she will be indefinitely banned from the Niles Park District. Recording Secretary Petrie called the roll:

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

The motion passed 4-0

A motion was made by President Genualdi and seconded by Treasurer Hynes to ban Stephanie Morales from all Niles Park District programs, events, properties and facilities with the sole exception of dropping off or picking up her minor children at which time she will remain in her vehicle. This ban will be in effect for 1 year effective today, April 16, 2024. Should Ms. Morales violate this ban at any time she will be indefinitely banned from the Niles Park District. Recording Secretary Petrie called the roll:

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

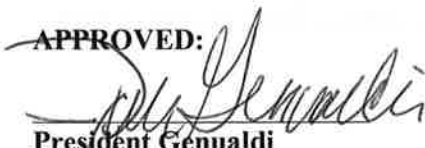
The motion passed 4-0

Written notification will be sent to each individual in which they will be given the right to come before the Board to appeal the Board's decision if they so choose.

A Motion was made by Vice President O'Donovan and seconded by President Genualdi to adjourn the regular board meeting. Recording Secretary Petrie called the roll:

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

The motion passed 4-0

**APPROVED:**  
  
President Genualdi  
Board of Commissioners  
Date: April 16, 2024

  
Board Secretary