
NILES PARK DISTRICT
Minutes of Board Meeting
Tuesday, May 16, 2023
6:00 pm

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

Staff Members present: Tom Elenz, Executive Director
Scot Neukirch, Finance Director
Heather Petrie, Executive Admin. Coordinator
Robin Brey, Recreation Programs
Jim Majewski, Facilities Superintendent
Chris Czajka, Grounds Superintendent
Marty Stankowicz, IceLand Manager
Ethan Bontly, Tam Tennis
Kenny Krueger, Athletic Director
Julie Jentel, Marketing
Jim Stoneberg, Golf Course Superintendent

Dan Shapiro, Attorney

1. **Call to order**
President O'Brien called the regular board meeting to order on Tuesday, May 16, at 6:00 pm.
2. **Roll Call**
Recording Secretary Petrie called the roll. All Commissioners were present.
3. **Pledge of Allegiance**
President O'Brien 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, April 18, 2023
Voucher List as presented April 30, 2023 – summary by fund:

General Fund	\$89,499.37
Recreation	\$156,330.04
Ice Rink	\$30,010.24
Swimming Pool	\$1,497.69
Golf Course	\$38,066.57
IMRF	-
Debt Service Fund	-
General Liability	\$6,547.00

Paving & Lighting	\$275.00
Police Protection	\$108.00
Handicapped	\$47,119.74
Capital	-
Audit	-
Grand Total	\$369,453.65

A motion was made by Commissioner Hynes and seconded by Vice President Genualdi to accept the minutes of the Board Meeting of Tuesday, April 18, 2023, and the Voucher lists as presented, April 30, 2023. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

6. Treasurer's Report

Treasurer Van Geem read the treasurer's report for the month ending April 30, 2023.

A motion was made by Treasurer Van Geem and seconded by President O'Brien to accept the treasurer's report. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

Treasurer Van Geem remarked that it has been a pleasure serving as Commissioner with his fellow Board members and the staff. He stated he was honored to have worked with everyone. He also went on to thank the citizens of Niles for putting their trust in him.

President O'Brien, on behalf of the entire Board, thanked Treasurer Van Geem for his service to the Park District.

7. Reports of Park Officials

A. President's Report

There was no President's report.

B. Attorney's Report

There was no Attorney's report.

8. Board Reports

Robin Brey, Programs Supervisor

- Piano recital was this past weekend at Culver School. 60 of our students performed their pieces.
- Bright Beginnings Preschool ends another successful school year with field trips, celebrations, and graduations. Thank you to our dedicated preschool staff for making special memories with their students and families.
- Dance recital will be this Saturday at Culver School. The first all class recital since the pandemic. Teachers, parents and dancers are looking forward to this!
- Summer camp staff training will be on June 1st Topics will include team building activities, staff policies, procedures, job expectations and safety. The police department and MNASR will be presenting to the staff as well.
- Summer camps begin on June 5th and we are close to capacity. Looking forward to a great summer!

Jim Majewski, Park Services

- Working on items to spruce up Chesterfield basketball court.
- Working on pool for opening day
- The 4-part sign at Loverde on the front west wall has had the vinyl redone on it
- A new refrigerated drinking fountain/ bottle filler will be installed at Tam 5th tee bathroom.
- All AC units will be gone though and cleaned this month.

Marty Stankowicz, IceLand

- Ice Show was held last weekend. The three shows were well attended and enjoyed by all. Thank you to everyone that attended.
- Spring League Hockey continues to be played. We will host playoffs at Iceland the first two weeks of June.
- Learn to skate and hockey classes are in the final weeks. They end June 11th with no break until summer classes begin. Registration for all summer programs and camps is ongoing.
- IceLand camps are scheduled to start June 12th. Counselor training is being scheduled for all new staff.

Chris Czajka, Superintendent of Grounds

- Planting and mulching sign beds and planters
- Relocated porta potty at NICO and built new enclosure.
- Top dressing and overseeding of Golf Mill soccer field
- Dragging and screening Ball fields for Games
- Edging, weeding, and mulching - Parkwide.
- Playgrounds are being inspected and repairs if needed.
- Lining soccer fields for play
- Irrigation systems are currently being turned on.
- Mowing and trimming turf – Parkwide.

Peter Dubs, Golf Course Manager

- April 2023 saw us host 2851 rounds of golf...mostly thanks to one week of summerlike weather. The rest of the month was hit or miss depending on the daily weather. On nice days, the tee sheet continues to fill to capacity. While the weather this spring

hasn't been super cooperative, it has been better than last season and we are running ahead of 2022 totals by about 1700 rounds to date.

- League and permanent tee time groups began their seasons last week. We have over 600 players that visit us weekly as part of a league or permanent tee time.
- Chris remains busy with classes and private lessons over at the learning center.
- We're seeing a lot of outing requests come in for this early in the season. After a few down years following covid, outing demand may be back on the upswing this year.

Julie Jentel, Marketing

- Emails and posts are being done for the summer programs coming up.
- With the pool opening this month, the website is updated with the latest information.
- Helping Robin with the Dance Recital and Piano Recital programs.

Ethan Bontly, Tam Tennis

We are in the middle of our spring season consisting of 8 weeks, lasting until June 3rd. Class registrations are up compared to last year with revenue steady.

- **Budget**
For the month of April, we had a Programming Operating Budget Profit of \$55,681. Revenue increase to date, compared to 2022 is up \$5,525, with the total Profit to date of \$572,244.
- Profit Increase from 2022
 - Junior Tennis Programs: \$4,856
 - Adult Tennis Programs: \$12,372
 - Senior Tennis: -\$1,542
 - Private Lessons: -\$4,960
 - Fitness: \$6,650
 - Non-Resident Memberships -\$11,545
- **Junior Programs**
 - Winter Session: We have 224 Juniors tennis players enrolled in our 33 classes at 13 different age /level groups. Several of the class have been expanded to allow more students to play, with total slots being 295. Currently we 75% full/capacity.
 - The Spring 2022 session had only 214 total slots and were completely full.
 - Summer Session: Adding additional classes, schedule out next week.
- **Adults Programs**
 - Spring Session: We have 80 adults registered in 11 classes, various days at 85% capacity.
 - Summer Session: Adding additional classes, schedule out next week.
- **Private Lessons**
 - Pros are taking advantage of the good weather and taken there groups outside.
- **Memberships**
 - Nothing to report.
- **Racquetball**
 - For the spring session, we moved the the entry level Racquetball Class to Tuesdays and will offer a drop-in play on Thursday nights. Two people attend Tuesdays.

Kenny Krueger, Athletic Director

- All spring sports are officially underway.
 - Weeknights consist of mostly Girls Softball at various parks and Adult softball at Pioneer.
 - Weekends are loaded with T-ball, Rookie Ball, Soccer and Volleyball.
 - Tom and I are working with surrounding park district to secure fields with lights for our fall Baseball/Softball leagues that we'll be relocating while the Pioneer renovation starts this summer.
- We've finalized our Summer Sports Camp Counselors and we have two college interns for the department.
 - Jamie has trainings lined up at the end of the month and is already planning day to day procedures for Sports Camp at GH.
 - Kyle Meier is an intern that started Monday, May 15th and will mainly be a fixture at Sports Camp all summer.
Elizabeth Heller is our second intern that will start Monday, May 22nd and she will mainly be involved with all other aspects of the department.

Jim Stoneberg, Tam Golf Superintendent

- Aerification along with verti-cutting and topdressing to Greens and Tees completed in time for heavy league play.
- Rolling trench lines from renovation project ongoing in some fairway areas. Heavy aerating and seeding in all the affected areas.
- Pump station annual performance testing completed. System is working great to date with all new software performing to specs.
- As of this week most seasonal staff has been hired with ongoing training as we go into the summer.
- The State has submitted its final drawings for the Tam O'Shanter Dam removal project. Once all parties approve final permits will be issued and project scheduled.
- Main entrance project almost completed waiting for the planter box to be back filled and irrigation inside the planter. Once complete the final plantings can be installed.

Bob Kreiling, Park Patrol

- Effective June 1st resuming Pioneer Park Detail
- Continuing 3pm park patrol starts on Saturdays and Sundays.
- In the process of adding additional Patrol Officer.
- Incidents to report: No incidents to report.
- Changed to summer hours 6pm – 11pm

9. New Business

A. Administer Oath of Office – Jim Hynes and Ronnie Strzelecki

Attorney Shapiro swore in the newly elected commissioners.

B. Election of the Board President

Attorney Shapiro called for nominations for the office of Board President. President Scott O'Brien nominated Vice President Julie Genualdi for Board President. A motion was made by

President O'Brien and seconded by Commissioner Hynes to nominate Julie Genualdi to the office of Board President. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

C. Election of Board Vice President

Attorney Shapiro called for nominations for the office of Board Vice President. President Genualdi nominated Commissioner O'Donovan for Board Vice President. A motion was made by President Genualdi and seconded by Commissioner Hynes to nominate Dennis O'Donovan to the office of Board Vice President. Recording Secretary Petrie called the roll:

President Genualdi	Yes
Commissioner O'Brien	Yes
Commissioner Strzelecki	Yes
Commissioner Hynes	Yes
Commissioner O'Donovan	Yes

The motion passed 5-0

D. Election of Board Treasurer

Attorney Shapiro called for nominations for the office of Board Treasurer. Commissioner O'Brien nominated Commissioner Hynes for Board Treasurer. A motion was made by Commissioner O'Brien and seconded by Vice President O'Donovan to nominate Jim Hynes to the office of Board Treasurer. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

E. Appointment of Board Secretary

A motion was made by Commissioner O'Brien and seconded by President Genualdi to appoint Executive Director Tom Elenz to the position of Board Secretary. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

F. Appointment of Park District Attorney

A motion was made by Vice President O'Donovan and seconded by Commissioner O'Brien to appoint Dan Shapiro as the Board Attorney for 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
Commissioner Strzelecki	Yes

The motion passed 5-0

G. Discussion/Approval of a contract with Thorguard for lightning warning system upgrade

The Park District is going to start updating its lightning protection system. This year they will focus on the South end, next year the North end. Staff is looking for Board approval in the amount of \$70,478.25 to upgrade the South end of the lightning detection system.

A motion was made by Vice President O'Donovan and seconded by Treasurer Hynes to approve a contract with Thorguard for a lightning detection system upgrade in the amount of \$70,478.25. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

H. Discussion/Approval of a contract with Hitchcock Design for Golf Mill Park construction and design

This is a contract with Hitchcock Design for the construction oversight and design of the Golf Mill Park project which will begin in 2024. Staff is asking for approval of a contract for \$114,200.

A motion was made by Treasurer Hynes and seconded by Vice President O'Donovan to approve a contract with Hitchcock Design for oversight and design of the Golf Mill Park project in the amount of \$114,200. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

I. Discussion/Approval of a contract with Hitchcock Design for OSLAD grant application for Golf Mill Park

The Park District has already received a grant for the Golf Mill Park project for \$600,000. Due to the size of this project all the upgrades were not included in the first grant award. We are now going to submit to the State for the rest of the project which includes the playground, soccer field, game tables and the shelter.

A motion was made by Commissioner O'Brien and seconded by President Genualdi to approve a contract with Hitchcock Design for \$8900 for consulting to prepare an OSLAD grant application for Golf Mill Park. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

J. Discussion/Approval of Resolution 23 -R-101 a resolution forming a committee on local government efficiency

In June the State passed SB 3789 creating the Local Government Efficiency Act. The act requires local governments, including park districts, to establish a committee within one year of the effective date. It must meet 3 times and report recommendations to the county board 14 months after the committee is formed. This resolution forms that committee required by the act, which has a June 10th deadline.

A motion was made by Treasurer Hynes and seconded by Vice President O'Donovan to approve Resolution 23-R-101, a resolution forming a committee on local government efficiency. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

K. Discussion on updated personnel policy manual

The Board was given the red line version of what has been changed in the policy manual. Staff asked the Board to go through the changes and email Director Elenz with any questions by June 1st if possible.

L. Discussion/Approval of a contract with Chicagoland Paving for Greenwood basketball court.

Greenwood basketball court was budgeted to be replaced this year. The Park District went out to bid and the only contractor who bid was Chicagoland Paving. They also did the paving at Kirklane Park last year. Staff is looking for a bid approval of \$40,000 to re-pave the basketball court at Greenwood Park.

A motion was made by Commissioner O'Brien and seconded by Treasurer Hynes to approve a contract with Chicagoland Paving to re-pave the Greenwood Park basketball court in the amount of \$40,000. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

10. **Old Business**

There was no old business to discuss.

11. **Miscellaneous**

Refreshments will be served after the meeting to celebrate the new Commissioners.

12. **Public Comments**

There were no public comments.

13. **Executive Session**

There was no need for executive session.

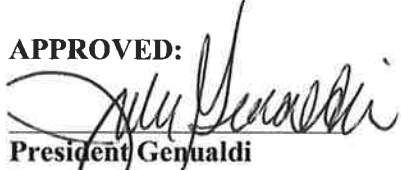
14. **Adjournment**

A Motion was made by Commissioner O'Brien and seconded by Commissioner Hynes 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
Commissioner Strzelecki	Yes

The motion passed 5-0

APPROVED:


President Genualdi
Board of Commissioners
Date: June 20, 2023


Board Secretary

