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**NILES PARK DISTRICT**  
Minutes of Board Meeting  
Tuesday, October 18, 2022  
6:00 pm

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

Staff Members present: Tom Elenz, Executive Director  
Heather Petrie, Executive Admin. Coordinator  
Robin Brey, Recreation Programs  
Jim Majewski, Facilities Superintendent  
Chris Czajka, Grounds Superintendent  
Ethan Bontly, Tam Tennis  
Peter Dubs, Tam Golf Course  
Kenny Krueger, Athletic Director  
Julie Jentel, Marketing

1. **Call to Order**

President O'Brien called the meeting to order at 6:00 p.m.

2. **Pledge of Allegiance**

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

3. **Roll Call**

Recording Secretary Petrie called the roll. All Commissioners were present.

4. **Changes to the Agenda**

There were no changes to the agenda.

5. **Consent Agenda Approval**

Minutes of the Regular Board Meeting of Tuesday, September 27, 2022

Voucher List as presented September 30, 2022 – summary by fund:

General Fund	\$108,492.06
Recreation	\$150,761.75
Ice Rink	\$39,213.84
Swimming Pool	\$27,778.91
Golf Course	\$27,224.24
IMRF	-
Debt Service Fund	\$950.00
General Liability	\$8,071.00
Paving & Lighting	\$36,118.00
Police Protection	\$108.00
Handicapped	\$813.48
Capital	-

Audit	\$595.18
Grand Total	\$400,126.46

A motion was made by Vice President Genualdi and seconded by Commissioner Hynes to accept the minutes of the Board Meeting of Tuesday, September 27, 2022, and the Voucher lists as presented, September 30, 2022. 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 Reports**

Treasurer Van Geem read the treasurer report for the month ending September 30, 2022.

A motion was made by Treasurer Van Geem and seconded by Commissioner O'Donovan to accept the treasurer 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

**7. Reports of Park Officials**

**A. President's Report**

President O'Brien wanted to thank everyone involved in the upcoming October special events. He appreciates the extra effort from staff during this time of year.

President O'Brien went on to say that good sportsmanship needs to be maintained within all our programs to continue to be a good role model in the community. Players, coaches and referees need to be gracious winners and losers. Respect, kindness, generosity, and good sportsmanship all need to exist for the competition to be deemed worthy. With that said, President O'Brien asked staff to reiterate that if participants aren't here for Family, Fitness and Fun, it won't be tolerated.

**B. Attorney's Report**

There was no Attorney's report.

Treasurer Van Geem agreed with the statement made by President O'Brien regarding the Park District culture and wanted to express his support of the administration in their handling of recent events in the youth sports program.

He went on to say that because the Board members hold their Board offices for one year, that even though President O'Brien is overseeing the approval of the 2023 budget, he will not remain President of the Board when it goes into effect. You're President for the year the budget is prepared, but not the following year when the budget is put in place. He suggests

changing to two-year terms for Board offices.

## 8. **Board Reports**

### **Robin Brey, Programs Supervisor**

- Bright Beginnings Preschoolers are having a busy October. Field trips to Wagner Farm and the Niles Fire Station, classroom visits from Firefighters and picture day!
- Upcoming Fall Events
- 10/22 Trunk or Treat
- 10/28 Monster Bash
- 10/30 Halloween Parade & Party

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

- Iceland east parking lot has been ground and repaved
- Pool filter replacement ongoing
- Lights at driving range will be changed out under a Com Ed grant
- Carpet was changed at driving range second floor

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

- Set up and take down of Italian fest at Golf Mill Park
- Excavated and repaired broken drain line at Golf Mill Park
- Fall plantings in sign beds / Parkwide
- Fall plantings for spring flowers
- Removal of red cedars in front of Iceland and prepping for planting next week
- Installation of Sun Shade awnings at Kirkland pickleball courts

### **Marty Stankowicz, IceLand**

- We are in week 6 of our 13 week winter session which end just before Christmas.
- Our annual Thanksgiving hockey tournament is on schedule for the holiday weekend. Registration is open for all levels. Games will be scheduled every day except Thursday.
- Scary Skate is scheduled for Saturday October 29. Halloween goodie bags will be given to the first 50 skaters in costume.
- The first installment of our hat trick hockey payment is scheduled to be processed on October 15. The last payment is scheduled for December 1<sup>st</sup>.
- Maintenance continues on the outdoor rink getting ready for winter. Ice rentals and schedules are being confirmed for the outdoor rink.

### **Julie Jentel, Marketing**

- Promoting our 6 Fall special events.
- Starting to promote the few early winter programs that have Fall deadlines.
- Planning for the Winter and Spring has begun. The guide and website will have programs live the beginning of December.
- A newsletter recapping the summer will be in mailboxes this week.

### **Ethan Bontly, Tam Tennis**

- Classes started the week of October 3 and will run until Dec 17. We have 197 Juniors tennis players enrolled in our 31 classes at 12 different age /level groups. Programs are structured for Levels 1 through Level 6, taking place Monday through Saturday. The classes are currently 98% full. We have 79 adults registered in 9 classes, various days at

a 90% capacity.

- Many Annual and Indoor Season Tennis Memberships are currently being taken, with many renewals in addition to the new memberships. We continue to gain more members as the weather starts to turn.
- Private lessons will start to increase in November and December with an additional two tennis professionals who have recently started.
- The 9<sup>th</sup> Annual Harvest Hustle took place this past weekend, with about 125 runners/walkers participating.

### **Kenny Krueger, Athletics Department**

- Our fall outdoor programming is coming to an end.
  - Fall Baseball / Softball had Championship weekend on 10/15 – 10/16 at Pioneer Park.
  - Fall Soccer at Iceland and Culver ends on the weekend of 10/22 – 10/23
  - Fall T-Ball / Rookie ball ends their season with their end of season party and trophy day at Pioneer on Saturday 10/22.
  - Fall adult softball leagues end the week of 10/24 which is much earlier than previous seasons.
- Registration for our two main indoor leagues (Soccer / Flag Football) is complete.
  - All sessions in both leagues are full and the first weekend is 11/5 – 11/6.
  - We'll run four divisions of soccer on mini-fields from 8:15am – 4:30pm and two divisions of soccer on the full field from 4:30pm – 9:30pm on Saturdays.
  - Flag Football will have full field games for four divisions from 8:30am – 8:30pm on Sundays.
- We're setting up meetings with our Academy Instructors to review lesson plans, dates, and other ideas for later this winter and early spring of 2023.
- We're working on the turnover and training of our part time staff that was not with us during the fall months due to High School sports obligations but will be with us for the winter months.
- We're excited to welcome our newest full time employee Jamie Tiechmann to the team on Wednesday 10/19.

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

- September continued to be busy at the course. Mostly cooperative weather allowed us to host 5300 rounds during the month, virtually the same as last season. We've surpassed 33,000 rounds on the year so far.
- Unfortunately, due to low enrollment we had to forgo hosting our Spooky Scramble night golf outing. Looking ahead to next season, we feel moving the night time outing over to mini-golf at Pioneer Park will help boost enrollment back up (especially from more beginner players who may not be as experienced on a real golf course) and allow us to invite entire families to participate in the event.
- We have one more busy weekend of outings coming up as we'll be hosting a fundraiser for Resurrection College Prep on Oct. 23<sup>rd</sup>.
- Operations are otherwise normal as we'll just be working around frost delays and cool weather until the season wraps up.

### **Jim Stoneberg, Golf Course Maintenance**

- Turf grass repairs, aerating, over seeding and top dressing is underway on tees fairways and all flood damaged low areas.
- Leaf removal daily as they fall for the season.
- Trimming back willows on the riverbank and north fence line as time permits
- Mowing down all tall native/fescue grass areas for the season as weather permits.

- Drainage cleaning will be starting and as the leaves fall catch basins around the course will be cleaned out for the season.
- Pump station along with irrigation systems will be prepped for winterization.

**9. New Business**

**A. Discussion on Pioneer Park project**

Staff met with Hitchcock Design on October 10<sup>th</sup> and walked the entire property to go over the proposed changes. Hitchcock will be putting together the design which staff will bring to the Board. The plan is to go out to bid in February and begin construction in August, when the Parks' busiest season is winding down. Staff will reach out to other park districts to see if space can be rented.

**B. Discussion/Approval of the purchase of two Ford Explorers**

In February staff asked the Board for approval to purchase two Ford Explorers. The State subsequently cancelled that purchase due to delivery issues. Staff is asking for approval for two Ford Explorers for 2023 since the State has come out with a new contract.

A motion was made by Treasurer Van Geem and seconded by Vice President Genualdi to approve a contract with Morrow Brothers for \$73,800 for the purchase of two 2023 Ford Explorers. 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

**C. Discussion/Approval of a contract with MGM Mechanical for the installation of a club house heating boiler**

The furnace at Howard Street Inn is no longer working. It is in the attic and has to be disassembled to be removed and new duct work has to be put in place. The new furnace will have to be disassembled to be installed, and the new duct work put back in place. After some discussion it was decided to put a boiler in instead of a forced heat furnace. This will be put in a utility closet with some new duct work. Staff recommends using MGM Mechanical for the installation with a price not to exceed \$29,500. The boiler can be purchase separately for a cost of \$10,955.

A motion was made by Commissioner O'Donovan and seconded by Commissioner Hynes to approve a contract with MGM Mechanical for the installation of a club house heating boiler not to exceed \$29,500. 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

**D. Discussion/Approval of a contract with Barr Mechanical for a club house heating boiler**

The Board was asked to approve the boiler purchase from Barr Mechanical for \$10,995.

A motion was made by Commissioner O'Donovan and seconded by Commissioner Hynes to approve a contract with Barr Mechanical for the purchase of a club house heating boiler for \$10,995. 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

**10. Old Business**

There was no old business to discuss.

**11. Miscellaneous**

Director Elenz announced that the staff holiday lunch is scheduled for December 16<sup>th</sup>.

The Board noted that someone complimented the Park District about that fact that the batting cages at Pioneer Park are open at night.

**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 Hynes and seconded by Commissioner O'Donovan to adjourn the regular board meeting. 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

APPROVED:



**President O'Brien**  
**Board of Commissioners**  
**Date: October 18, 2022**



**Board Secretary**