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**NILES PARK DISTRICT**  
Minutes of Regular Board Meeting  
Howard Leisure Center  
Tuesday, November 20, 2018  
5:45 pm

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Board Members present: Chris Zalinski, President  
Ray Czarnik, Vice President  
Dennis O'Donovan, Treasurer  
Julie Genualdi, Commissioner  
Pat Byrne, Commissioner

Attorney present: Dan Shapiro, Attorney

Staff Members present: Tom Elenz, Executive Director  
Scot Neukirch, Director of Finance  
Heather Petrie, Executive Admin. Coordinator  
Laura Newton, Tam Tennis Manager  
Jim Majewski, Facilities Superintendent  
Matt Schiller, Park Grounds Supervisor  
Marty Stankowicz, IceLand  
Peter Dubs, Tam Golf Course  
Paul Nielsen, Athletic Director

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1. **Call to order**  
President Zalinski called the meeting to order at 5:48 p.m., Tuesday, November 20, 2018.
  2. **Pledge of Allegiance**  
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 the agenda**  
No changes were made to the agenda.
  5. **2018 Budget Hearing**  
The Park District had an open budget workshop covering the details of fiscal year 2019 recommended budget on October 18, 2018 at the Howard Leisure Center. Staff presented their budgets to the board and received feedback from the Commissioners. Residents in attendance were given the opportunity to ask questions. This public meeting was convened pursuant to state statute and given full public notice.

President Zalinski then opened the floor to those in attendance who wished to make comments on the 2019 Niles Park District budget.

With no comments added, President Zalinski made a motion which was seconded by Commissioner Genualdi to close the budget hearing. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes
Commissioner Genualdi	Yes

The motion passed 5-0

**6. Consent Agenda Approval**

A. Minutes of the Regular Board Meeting of Tuesday, October 16, 2018.

B. Voucher List as presented October 16, 2018. Approval of Disbursements:

**VOUCHER LIST OF BILLS PRESENTED FOR APPROVAL ON OCTOBER 16, 2018 -SUMMARY BY FUND:**

General Fund	95,393.07
Recreation	95,529.25
Ice Rink	23,589.30
Swimming Pool	3,642.20
Golf Course	44,176.63
IMRF	-
Debt Service Fund	-
General Liability	-
Paving and Lighting	4,605.49
Police Protection	-
Handicapped	460.11
Capital	238,482.52
Audit	-

**Grand Total:** \$505,878.57

A motion was made by Commissioner Byrne and seconded by Commissioner Genualdi to accept the minutes of the Board Meeting of Tuesday, October 16, 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 Byrne	Yes

Commissioner Genualdi                      Yes

The motion passed 5-0

**7. 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 Byrne	Yes
Commissioner Genualdi	Yes

The motion passed 5-0

**8. Reports of Park Officials**

**A. President's Report**

President Zalinski reported on an article about internship programs.

**B. Attorney's Report**

**9. Board Reports**

**Robin Brey, Recreation Program Supervisor (report given by Executive Director Elenz)**

- Halloween events were successful.
- Santa breakfast is coming up on December 8<sup>th</sup>. There will be 3 seatings, all expected to be at capacity.
- Gingerbread house event will be on December 11<sup>th</sup>.
- Winter break camp will be offered over the holidays.
- Registration for winter programs is in process.

**Laura Newton, Tam Tennis Manager**

- Harvest Hustle yielded \$2,275 to donate to the Niles Food Pantry.
- Participating runners also donated approximately \$1000.00 worth of food.
- This year many sponsors provided raffle prizes.
- There were 107 runners who participated.

**Jim Majewski, Facilities Superintendent**

- The Howard Leisure Center lower level dance room has been repainted.
- The playroom next door will be painted next.

- Snow guards are being installed at the LoVerde Center next week.
- Holiday decorations are being put up district wide.
- Vinyl wall covering is being installed at Oasis.
- All off season buildings have been winterized.
- Music has been added to the playroom at LoVerde Center and another tv.
- Silhouettes will be installed above the front entrance in about 3 weeks.

#### **Matt Schiller, Park Grounds Supervisor**

- Will be top dressing and aerating the fields once holiday decorations are put up.
- The Oakton Manor backstop is nearly completed. It will be seeded and sodded in the Spring where needed.
- Staff have been mulching leaves and winterizing/decorating all the beds.

#### **Marty Stankowicz, Iceland Manager**

- Fall skating and hockey is winding down.
- There will be a two week break between fall and winter sessions. Winter registration will begin the first week of December.
- We will be mailing an ad to increase enrollment of new skaters to 40,000 households.
- The outdoor rink is officially open.
- Open hockey and public skate is open.
- Santa skate is scheduled for December 2<sup>nd</sup>.
- We are collecting donations and food for Niles Family Services in exchange for no admission.

#### **Tom Elenz, Executive Director**

- October was a busy month with the golf course holding their Spooky Scramble.
- Monster Bash hosted 150 people.
- The ice rink ran their scary skate.
- And the annual Halloween parade and party.

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

- Since the last meeting, finance staff finalized the 2019 budget document based on the board's input.
- Staff has also prepared the 2018 tax levy, necessary debt service abatement ordinances and is receiving bids for the annual roll over bonds which are up for approval later in the meeting.
- Finance will begin working on its fiscal year end and new fiscal year procedures. They have also begun submitting documents to our auditors for preliminary work on our 2018 annual audit.

#### **Paul Nielsen, Athletics**

- Department revenue through October 1<sup>st</sup> was 1.5 million. This reflects a year to date income increase of 37%
- All staff are cpr and first aid certified.
- They are in the process of hiring approximately 10 new employees.

- Email blasts are being sent out for all the upcoming programs. Facebook and flyers are also being used to promote programs. Desk staff is also contacting former program participants about upcoming program interest. A mailer was sent to 7,000 homes about upcoming programs.
- Programs currently running are men’s basketball, indoor soccer, indoor flag football, soccer and basketball academies, volleyball academies, fall basketball, fall dodgeball, and gymnastics.

**Peter Dubs, Golf Course Manager**

- Play in October started well as the weather was warm, but halfway through the month, play fell drastically as the weather got colder.
- Because of this the Spooky Scramble was postponed and rescheduled.
- Our renovation project was featured in another national magazine, Golf Range Magazine.
- Junior golf sessions are wrapping up at the end of this month.
- A new awning is being installed at the learning center.

**New Business**

A. **Harvest Hustle donation to Niles Family Services**

This year’s Harvest Hustle has shown the largest number of participants in the event’s history. Due to the popularity of the event, the park district is able to make a food and monetary donation to the Village of Niles Food Pantry. Tony Hollanbach of Niles Family Services was present to accept this donation.

B. **Discussion/Approval of Intergovernmental Agreement between the State of Illinois/Department of Natural Resources and the Niles Park District.**

This is an agreement to between the Niles Park District and the Department of Natural Resources to begin the dam removal and replacement of the pump station. The agreement was reviewed by the park district’s attorney, and we are requesting approval for the project to proceed.

A motion was made by President Zalinski and seconded by Commissioner Byrne to approve the agreement as presented. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O’Donovan	Yes
Commissioner Byrne	Yes
Commissioner Genualdi	Yes

The motion passed 5-0

C. **Discussion/Approval Ordinance #18-O-105: an ordinance providing for the annual budget and appropriation for taxes and revenue from other sources for the Niles Park District, Cook County, Illinois, for general corporate purposes; for recreation fund; for ice rink fund; for swimming pool fund; for golf course fund; for capital project fund; for debt service fund; for IMRF Fund; for Fica Fund; for general liability fund; for audit fund; for paving and lighting fund; for police protection fund; for handicapped fund; for the fiscal year beginning January 1, 2019 and ending December 31, 2019.**

This is an ordinance for approving the budgeted expenses for the various park district funds. The total appropriation for approval is \$14,791,169.

A motion was made by Commissioner Genualdi and seconded by Commissioner O'Donovan to approve the appropriation as presented. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes
Commissioner Genualdi	Yes

The motion passed 5-0

D. **Discussion/Approval Ordinance #18-O-106: An ordinance providing for the annual levy of taxes for general corporate purposes and providing recreational programs as per Article 5 of the general park district code and for the payment of the share of the Illinois Municipal Retirement Fund; Social Security; for the payment of liability insurance premiums; and annual audit; police fund; paving and lighting fund; special handicapped fund; for the fiscal year beginning January 1, 2018 and ending December 31, 2018 in the Niles Park District, Cook County, Illinois.**

This ordinance provides the corporate property tax revenue for the general operations of the park district. The total requested of \$3,151,800 is the same as last year's levy.

A motion was made by Commissioner Byrne and seconded by Commissioner O'Donovan to approve the ordinance as presented. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes
Commissioner Genualdi	Yes

The motion passed 5-0

E. **Discussion/Approval Resolution #18-R-101: Resolution directing the county clerk to reduce the general liability levy in the event of application of the tax cap**

This ordinance directs the county to reduce the park district's levy for general insurance in the event that the overall park district levy rate exceeds the limit on the district's rate for the year. Increases in property tax extensions are limited by the lesser of 5% or the increase in the national consumer price index.

A motion was made by President Zalinski and seconded by Commissioner Byrne to approve the ordinance as presented. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes
Commissioner Genualdi	Yes

The motion passed 5-0

F. **Discussion/Approval Ordinance #18-O-107: an ordinance abating the tax heretofore levied for the year 2018 to pay principal of and interest on \$8,610,000 general obligation park bonds (alternate revenue source), series 2013, of the Niles Park District, Cook County, Illinois.**

This ordinance and the following three abatement ordinances that will be up for approval are notifying the county not to levy taxes for the respective debt service issues because the district will pay for the debt service utilizing its operational revenues or proceeds from the annual roll over bond. This first abatement ordinance is abating the taxes for the 2013 debt was issued for the construction of the park district Golf View facility.

A motion was made by Commissioner O'Donovan and seconded by Commissioner Genualdi to approve the ordinance as presented. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes
Commissioner Genualdi	Yes

The motion passed 5-0

G. **Discussion/Approval Ordinance #18-O-108: an ordinance abating the tax heretofore levied for the year 2018 to pay principal of and interest on \$2,200,000 general obligation park bonds (alternate revenue source), series 2014, of the Niles Park District, Cook County, Illinois.**

This second abatement ordinance is abating the taxes for the 2014 debt that was issued for the renovations of the district's IceLand facility.

A motion was made by Commissioner Byrne and seconded by Commissioner Genualdi to approve the ordinance as presented. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes
Commissioner Genualdi	Yes

The motion passed 5-0

H. **Discussion/Approval Ordinance #18-O-109: an ordinance abating the tax heretofore levied for the year 2018 to pay principal of and interest on \$4,540,000 general obligation park bonds (alternate revenue source), series 2015A, of the Niles Park District, Cook County, Illinois.**

This third abatement ordinance is abating the taxes for the 2015A debt that was issued for the construction of the LoVerde Center.

A motion was made by Commissioner Genualdi and seconded by Commissioner O'Donovan to approve the ordinance as presented. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes
Commissioner Genualdi	Yes

The motion passed 5-0

I. **Discussion/Approval Ordinance #18-O-110: an ordinance abating the tax heretofore levied for the year 2018 to pay principal of and interest on \$8,460,000 general obligation park bonds (alternate revenue source), series 2016A, of the Niles**

**Park District, Cook County, Illinois.**

This final abatement ordinance is abating the taxes for the 2016A debt that was issued for the construction of the LoVerde Center and the Oasis remodel.

A motion was made by Commissioner Genualdi and seconded by Commissioner Byrne to approve the ordinance as presented. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes
Commissioner Genualdi	Yes

The motion passed 5-0

J. **Discussion/Approval Ordinance #18-O-111: an ordinance providing for the issue of \$1,061,000 general obligation limited park bonds, series 2018, of the Niles Park District, Cook County, Illinois, for the payment of certain outstanding obligations of said park district, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to BMO Harris Bank N.A.**

The proceeds from these annual bonds are used to pay principle and interest on four of the district's outstanding bond issues. Four bids were received with BMO Harris providing the most favorable interest rate of 2.654%.

A motion was made by Commissioner O'Donovan and seconded by Commissioner Genualdi to approve the ordinance as presented. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes
Commissioner Genualdi	Yes

The motion passed 5-0

11. **Old Business**

There was no old business to discuss.

12. **Miscellaneous**

Executive Director Elenz wished the board and staff a happy Thanksgiving.

**13. Citizens Wishing to Address the Board**

There were no citizens who wanted to address the board.

**14. Convene into Executive Session**

Executive Director Elenz asked the board to convene into executive session.

A motion was made by President Zalinski and seconded by Commissioner Genualdi to convene into executive session. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes
Commissioner Genualdi	Yes

The motion passed 5-0

**15. Adjournment**

A motion was made by Commissioner Byrne and seconded by Commissioner O'Donovan to adjourn the Regular Board Meeting of October 16, 2018. Recording Secretary Petrie called the roll:

President Zalinski	Yes
Vice President Czarnik	Yes
Treasurer O'Donovan	Yes
Commissioner Byrne	Yes

The motion passed 4-0

**APPROVED:**

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**President Zalinski**  
**Board of Commissioners**

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**Board Secretary**

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**Vice President Czarnik**

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**Treasurer O'Donovan**

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**Commissioner Genualdi**  
**Date: November 20, 2018**

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**Commissioner Byrne**