
NILES PARK DISTRICT
Minutes of Regular Board Meeting
Held at Howard Leisure Center
Tuesday, February 16, 2016
6:00pm

BOARD MEMBERS

PRESENT: Julie Genualdi, President
Dennis O'Donovan, Vice President
Ray Czarnik, Treasurer (*absent*)
Pat Byrne, Commissioner
Christopher Zalinski, Commissioner

ATTORNEY

PRESENT: Dan Shapiro, Attorney

STAFF MEMBERS

PRESENT: Joseph LoVerde, Executive Director
Tom Elenz, Director of Finance
Jo Ann Raschillo, Executive Administrative Coordinator
Julie Jentel, Marketing
Robin Brey, Office Manager, Program Supervisor
Lindsay Brubaker, Program Administrator
Peter Dubs, Golf Course Manager
Paul Nielsen, Athletic Director
Marty Stankowicz, Hockey Director
Jim Majewski, Supt. of Park Services

GUEST PRESENT: Jason Trunco, Niles Resident

1. CALL TO ORDER.

President Genualdi called the meeting to order at 6:00 p.m.

2. ROLL CALL.

All commissioners were present except Treasurer Czarnik.

4. CHANGES TO AGENDA.

None.

5. CONSENT AGENDA APPROVAL.

A. Minutes of the Regular Board Meeting and Executive Session held on November 17,

2015.

A motion was made by Commissioner Byrne, seconded by Vice President O'Donovan to approval the minutes of the Regular Board Meeting and Executive Session held November `7, 2015. Recording Secretary Raschillo called the roll:

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

The motion passed 4-0.

B. Voucher List as Presented February 16, 2016. Approval of Disbursements:

**VOUCHER LIST OF BILLS PRESENTED FOR APPROVAL ON
FEBRUARY 16, 2016 -SUMMARY BY FUND:**

General Fund	\$96,248.86
Recreation	124,488.79
Ice Rink	49,519.19
Swimming Pool	1,283.44
Golf Course	43,107.79
Handicapped	1,087.61
Capital	17,698.10
Paving and Lighting	321.59
General Liability	8,745.00

Grand Total: \$342,500.37

A motion was made by Commissioner Byrne, seconded by Commissioner Zalinski to approval the Voucher List as presented in the amount of \$342,500.37. Recording Secretary Raschillo called the roll:

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

The motion passed 4-0.

6. TREASURER'S REPORT.

Vice President O'Donovan reviewed the Treasurer's Report.

A motion was made by Commissioner Byrne, seconded by Commissioner Zalinski to approve the Treasurer's Report as presented. Recording Secretary Raschillo called the roll:

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

The motion passed 4-0.

7. REPORTS OF PARK OFFICIALS.

A. President's Report.

No Report.

B. Attorney's Report.

No Report.

8. BOARD REPORTS

Robin Brey - Recreation

Special Events

Little ladies winter dance was this past Friday. This special event was at capacity and everyone had a good time.

Preschool

Bright Beginnings Preschool registration for 2016-17 school year will be February 22nd for residents and February 29th for non-residents. We help an open house at our three preschool locations along with observation and attended preschool fairs at the Niles and Park Ridge library to promote the program.

Camp

Summer camp guide has been completed and available. Registration for summer camps is now open.

Jim Majewski, Park Services

Oak Park outdoor ice rink was open from January 21 to February 1 when warm weather and rain caused us to close it. We have started to remake ice on February 10.

Three staff members attend the iLandscape Seminar in Schaumburg on February 3, 4 and 5th and attended several educational sessions on retaining walls, trees, grass, plants.

I am working on playground replacements for Jonquil and HLC. The playground rep is currently working on layout and design for these locations.

The new fence has been installed at Oasis where the playground was. Once the weather breaks ground work will start.

Midwest netting has been issued a PO for the repair to the driving range net along with the repairs to the #6 protector net on the golf course and batting cage net that were all damaged from the storm. Poles were delivered today.

Executive Director LoVerde stated that we have received \$110,000. from our insurance company for the repair. He said that the repair will be a bit more. He is going to put a guard rail fence along our property line. Executive Director LoVerde suggested a letter be written by the board thanking our neighbor for the use of his property. He said he has a very good relationship with our neighbor.

Marty Stankowicz, Iceland

IceLand ended the year 2015 strong with revenues of \$1.2 million and profits near \$500,000 . This year is starting just as strong with all skating and hockey classes at maximum capacity. All ice is being used or rented, and there is nothing being wasted.

On January 18 we hosted an open house to celebrate Nation Skating month. The festivities were originally scheduled for outdoor, but were moved inside due to severe cold. We registered 310 skaters for the events and served 260 cup of hot chocolate.

The Sweetheart Open figure skating competition is scheduled for Saturday and Sunday 13 & 14 February. Registrations are considerably less than last year. This is consistent throughout the area competitions this year.

The winter hockey season is coming to an end in March and we will be hosting playoff games at Iceland again. Spring hockey starts with no break and registration started February 1st. Levels are filing fast and we expect to exceed last year's numbers again this spring.

Chicago Wolves goalie Phoenix Copley was a guest at a goalie clinic in January. He was planning to attend all of our goalie clinics, but was called up to the St. Louis Blues 2 days after. We wish him luck in the NHL.

Spring registration for LTS classes starts February 29th.

IceLand concession is trying new items and rotates fresh fruit and healthy items daily. Revenue for January 2016 was \$7852.59, with profit of \$1763.22.

Executive Director LoVerde stated that approximately 10 years ago Iceland was almost closed because it was not producing revenue. We can only compliment Marty for his hard work. We have since hit the million dollar mark along with Tam Tennis and will hit the million dollar mark with the new building (Athletics).

Executive Director LoVerde

Executive Director LoVerde asked that the commissioners put together some dates to hold a meeting with Wight regarding the new building. We have a meeting scheduled for February 24 at 8:00 a.m. Executive Director asked that the commissioners send Jo Ann dates that they are available to meet.

Finance Director Elenz

We are going over the year end procedures and closing 2015. Finance Director Elenz stated that our audit starts on April 13th. The video boards are going up at HLC, Golfview, Iceland and Tam Tennis. This will be completed within the next 2 weeks.

Lindsay Brubaker Pioneer/Oasis Concession

News to Report:

- **Department Head Meetings-** First Tuesday of each month
 - 11/3- Created NPD Master Calendar, combine forces for newsletter to send to schools
 - 12/1- Sponsorships- what do we currently offer, what can we offer
 - 1/12- Sponsorships- putting the package together
 - 2/9- Sponsorships- individualized for each facility, spring newsletter
- **Niles Park District Partnership Program**
 - Multi-Chamber Networking event on 2/17
- **Niles “All American City” Softball Tournaments-** Fastpitch travel teams
 - **10U/12U Spring Fling-** April 23-24, 2016
 - **14U/16U Summer Classic-** July 23-24, 2016
- **Futures 16” Softball League-**
 - Currently in the process of contacting schools, athletic directors, and younger staff members to help get the word out.
 - Information is in Summer Fun Guide and scheduled email blasts.
 - Distributing flyers.
- **Pioneer Park-**
 - Currently in the process of contacting day camps, schools, and church groups for group outings.

Marketing, Julie Jentel

The Summer Fun Guide is being worked on. It will come out April 18 with a new, updated look. All programs will go online at that time as well.

Summer Camps were put online February 4. The Camp Guides were delivered here last week.

Email blasts have been going out continuously for all programs.

Youth Dodgeball & Winter Basketball schedules are all online & games are updated weekly.

We had 15,511 visitors to our website & 41,030 page views for the past 4 weeks. The top pages were IceLand, Winter Spring Programs & League Standings.

Athletics – Paul Nielsen

Winter Youth Basketball has begun its' 2016 season on February 13th. Games will be held at 7 locations.

Dodgeball is in mid-season with games played on Fridays at GV and Grennan.

Programs that finished are: Small Shots, Basketball Academy, Gymnastics, and Indoor Soccer.

Marketing is ongoing for all Spring and Summer programs.

Paul also said they are using the scoreboard for all the basketball teams to practice which is working out great.

Tam Golf Course – Peter Dubs

League and Permanent Tee Time letters have gone out and groups are currently reserving their times for 2016. Payments are due Mid-April.

Our spring instructional programming for both juniors and adults begins the first week of March over at the Learning Center.

We're currently in the process of hiring all our junior staffers for the season. Our regular staff training will take place the first or second week of March so we'll be ready to go as soon as weather permits.

Our summer programming schedule has been finalized. Following the success of our Junior Games Outing last season, we'll be offering a series of 3 junior golf events this year. A Swing into Spring season kick off in May, the 2nd Annual Junior Golf Games in August, and a Spooky Scramble Halloween themed night golf event in October. We'll also be hosting a new junior camp for Morton Grove Park District which will be featured in their programming guides and website.

Also new for 2016 will be golf themed birthday party packages hosted at the learning center.

Local senior centers have been contacted to promote our leagues and outings. With the closing of the Kemnitz center, the Park Ridge Senior center will host a league to accommodate individuals who had golfed with them last season. The Mainstreamers (senior social club for Maine Township) are planning on hosting 5 monthly outings with us over the course of the season for their members. Morton Grove's senior group has expressed interest in having at

least a couple events here, and I've recently been in contact with the Norwood Park Senior Center about potentially getting something put together for them.

We're proposing to introduce a Membership Card for the 2016 season which would take the place of our current Mid-Day special promotion. The structure of the promo would follow similar programs available through the Chicago Park District and Forest Preserve Golf. This membership would be available for purchase for \$30 and would save golfers \$2 per round whenever they visited the course.

The promotion will benefit the course by generating more revenue during the former "Mid-Day Special" time frame and from the initial up-front sales of card. The Membership Card program will also provide a nice benefit to our frequent players, ideally leading to an increase in customer loyalty.

The introduction of the offer would also facilitate a marketing opportunity for us to bring up the history of the club by promoting the fact that Tam O'Shanter is offering a membership program for the first time since the country club days.

Executive Director LoVerde stated that we will send all the details regarding this change sent to all the commissioners. Upon your approval this change will take place. Executive Director LoVerde stated that this will enhance the revenue opportunity and getting more people involved in the golf course.

Executive Director LoVerde also suggested having a ceremony and present a plaque to the Millers for the items that they have given to us for display. Once the security cameras are installed we will make arrangements for the presentation. Unfortunately Mrs. May has passed away but we will get a hold of her son Dale to present the plaque.

Golf Course Maintenance-- Jim Stoneberg

Commissioner Zalinski read Jim's report.

The Master Plan project to the course has been going well. We have completed the first two of the four phases.

Phase One

1. Mission Statement
2. Goals and Objectives

Phase Two

1. One site course analysis (extensive on-site evaluation)
2. Base map information (includes topography, flood plain, wetlands, soils and vegetation. As-built's for drainage and irrigation being evaluated).

Phase Three (incomplete to date looking to finish phase by the end of this month)

1. Preliminary Design being developed to ensure mission statement, goals and objectives with general concerns being addressed.

2. Preliminary construction cost budget

Wave up protectors on 1, 6, 9 tees repairs completed.

Metropolitan Water Reclamation District had a crew working on river clean up. They spent 2 days clearing, cutting, cleaning and chipping downed trees and brush from 6 bridge north to the end of our property.

I will be attending the 2016 Golf Course Superintendents Association Conference this month.

9. **NEW BUSINESS.**

A. **10 YEAR ANNIVERSARY – MARK DOUNIS, KENNY KRUEGER, PAUL NIELSEN**

Mark Dounis: Executive Director LoVerde stated that Mark is part of the Park Service Department and works with the grounds crew. Mark is a person who never says no and if asked to do something he's there. He is always willing to lend a hand. Mark is a very polite young man and I thank him for his service.

Kenny Krueger & Paul Nielsen: Executive Director LoVerde said that Kenny started in 1999 part time working in athletics. 10 years ago Paul was hired. At that time there was always a concern about the programming because we all worked under an iconic guy, Dan Kosiba. Everyone knew Dan and after his retirement we were concerned about the programming. They stepped up and every year since we have had a successful program. Kenny and Paul both go beyond the call of duty at all times. Its employees like this that makes the park district proud of our community. Executive Director LoVerde thanked Kenny and Paul and wished them many more years with the park district.

Mark, Kenny and Paul were asked to take a picture with the Commissioners.

10. **OLD BUSINESS.**

A. **UPDATE ON CALDWELL PROPERTY**

Executive Director LoVerde showed the layout option of the building. He said the soccer field is 100 x 200, 2 basketball courts, multi- purpose room, dance room, office, concession area and storage. The plan that Executive Director LoVerde showed was not the final plan. We will be using the existing steel and floor. He also showed the outside of the building and the signage that can be used. Option 4 was the consensus at the last meeting. This again can be changed when we decide about the interior of the building.

Executive Director LoVerde said that Wight will be coming out on Thursday at 10:00am to go through the structure of the building. If any of the Commissioners would like to be there they are welcomed.

Also, the goal is to bring the board the final drawing after approval. Then we will put together a bid packet for demolition of the existing exterior (removal of trees, shrubs).

Wight will also give the park district an alternate price for a second floor. Cost standpoint is that we will have to put in an elevator. Also once you increase the square footage of space we now increase the number of parking spots we will need.

11. MISCELLANEOUS

President Genualdi asked if we are going to have the dedication at Point Park. Executive Director LoVerde asked that the Commissioner get together with a date (April) and let Jo Ann know. Executive Director LoVerde suggested that a Saturday would work well.

President Genualdi also mentioned changing the water fountains at the parks. Change to the water fountains that fill water bottles.

Executive Director LoVerde also said that he will be bringing information to the board regarding a dog park.

12. CITIZENS WISHING TO ADDRESS THE BOARD.

None.

13. CONVENE INTO EXECUTIVE SESSION UNDER SECTION 2 (C)(1) TO DISCUSS PERSONNEL ISSUES, SECTION 2 (C)(5) TO DISCUSS REAL ESTATE AND SECTION 2 (C)(11) TO DISCUSS LITIGATION OF THE OPEN MEETINGS ACT. (IF NECESSARY)

The Board agreed it was not necessary to convene into Executive Session.

14. ADJOURNMENT.

A motion was made by Vice President O'Donovan, seconded by Commissioner Byrne to adjourn the Regular Board Meeting. Recording Secretary Raschillo called the roll:

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

The motion passed 4-0.

APPROVED:

President
Board of Commissioners

Date: March 15, 2016

Board Secretary