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**NILES PARK DISTRICT**  
Minutes of Regular Board Meeting  
Held at Howard Leisure Center  
Tuesday, April 18, 2017  
6:00pm

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**BOARD MEMBERS**

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

**ATTORNEY**

**PRESENT:** Dan Shapiro, Attorney

**STAFF MEMBERS**

**PRESENT:** Tom Elenz, Executive Director  
Scot Neukirch, Director of Finance  
Jo Ann Raschillo, Executive Administrative Coordinator  
Julie Jentel, Marketing  
Laura Newton, Tam Tennis Manager  
Lindsay Brubaker, Program Administrator  
Peter Dubs, Golf Course Manager  
Paul Nielsen, Athletic Director  
Marty Stankowicz, Iceland Manager  
Jim Majewski, Supt. of Facilities  
Matt Schiller, Park Grounds Supervisor  
Jim Stoneberg, Supt. of Golf Course Maintenance  
Bob Kreiling, Park Patrol Manager

**GUEST PRESENT:** Joe LoVerde, Consultant  
Craig Polte, Wight  
Jonathan Huard, Field Turf

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**1. CALL TO ORDER.**

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

**2. PLEDGE OF ALLEGIANCE TO THE FLAG.**

President O'Donovan led the assembly in the Pledge of Allegiance.

3. **ROLL CALL.**

All commissioners were present except Treasurer Genualdi.

4. **CHANGES TO AGENDA.**

**Move Item 10 – OLD BUSINESS: UPDATE ON CALDWELL PROPERTY**

Craig Polte of Wight introduced Johnathan Huard, Field Turf Representative to discuss the turf for the Caldwell Project.

Jonathan explained what the turf is made of. The main components are rubber (recycled tires) and sand. There are a lot of layers of sand - this helps keep the carpet in place. (A sample was given to the Commissioners) Many tests were made showing the rubber does not release any chemicals into the air that are harmful. There are different types of in fills besides rubber which will be more expense along with increased maintenance. Some will need a pad under which will be an additional expense. Jonathan's suggestion is to use the rubber & sand.

Life of the rubber/sand turf is 5 -8 years. Jonathan suggested to not have them do the drills in the same spot because it will wear the turf in that spot. It was also said that spikes should be used not gym shoes. Gym shoes will wear the turf (matts the field down).

After a discussion regarding the different options used for turf the Board of Commissioners decided to go with the sand and rubber turf.

A motion as made by Commissioner Czarnik, seconded by Vice President Zalinski to approve the turf which the main components will be rubber and sand. Recording Secretary Raschillo called the roll:

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

The motion passed 4-0

Craig Polte asked if a name has been picked for the building. He also gave an update on the building. It was mentioned to add a dance figure to the sport silhouettes which are outlined on the building. Colors of the inside of the building were mentioned by Craig. (Pictures of building are displayed in the HLC). Joe LoVerde said the building is still on track to be completed the end of July. Also, the drywall in the lobby will start the end of the month.

Joe LoVerde said that next week he will be meeting with the State of Illinois regarding Caldwell Avenue. The original response from the state was requiring the NPD to spend a million dollars on Caldwell. Regardless if the building was being built or not this street is unsafe. The state needs to come up with a project to make this street safe. At the meeting we will tell them our concerns.

Executive Director Elenz stated that he is already getting phone calls for rentals for new building.

**5. CONSENT AGENDA APPROVAL.**

A. Minutes of the Regular Board Meeting of March 21, 2017.

B. Voucher List as presented April 18, 2017. Approval of Disbursements:  
**VOUCHER LIST OF BILLS PRESENTED FOR APPROVAL ON  
APRIL 18, 2017 -SUMMARY BY FUND:**

General Fund	89,255.84
Recreation	160,138.65
Ice Rink	38,316.37
Swimming Pool	1,742.18
Golf Course	37,836.54
Debt Service Fund	475.00
General Liability	9,313.00
Paving and Lighting	495.45
Handicapped	364.07
Capital	1,323,866.04
<b>Grand Total:</b>	<b><u>\$1,661,803.14</u></b>

A motion was made by Commissioner Byrne, seconded by Commissioner Czarnik to approval items A & B above as presented. Recording Secretary Raschillo called the roll:

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

The motion passed 4-0

**6. TREASURER'S REPORT.**

Vice President Zalinski reviewed the Treasurer's Report.

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

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

Jo Ann read Robin's report.

Dance Recital will be Sunday May 7th at Culver School.

Bright Beginnings Preschool will participate in Earth Day. Classes will be planting flowers at each of our preschool locations.

All Easter events were very successful. They were filled to capacity. Robin thanks, Jim Majewski, Jim Stoneberg and Julie Jentel for all their help.

**Laura Newton -Tam Tennis**

A few more months and our indoor court season will come to an end.

Junior class enrollment has met its budget for the month of March. Classes run until May 21.

We have added another fitness class on Thursday nights at 5:30pm.

We continue to have heavy court bookings.

**Matt Schiller – Grounds Supervisor**

Wee-Saw installed at Pioneer, playground mulch topped off and is now at appropriate level.

Red mulch at Pioneer was removed, beds edged and cleaned out then mulched with new natural mulch material.

Playground mulch was topped off at Howard Leisure Center and Point Park. Will be topped off at NICO, Washington and Greenwood by April 21<sup>st</sup>.

Layout for new field at Oak Park has been agreed upon with Van's Enterprises, and quotes requested for trees to be moved within the park to make room.

Ballfield work will begin Monday, April 17<sup>th</sup> weather permitting for tournament preparations.

### **Jim Majewski - Park Services**

A new path has been put in along the tennis courts at Oakton Manor to tie the east and west public sidewalks.

New sound system at Pioneer Park will be installed shortly. In addition, seal coating and stripping will be done in the next couple of weeks.

Shade structure for Pioneer Park has been ordered and will be installed when received.

Executive Director Elenz said that all the bushes have been cut down at Pioneer Park. There will be music. They will be many changes at Pioneer Park to accommodate the patrons.

### **Marty Stankowicz -Iceland**

The spring hockey league started in March and we currently have the same number of players as last year. Beginner hockey classes have lower registrations than last year but advanced level classes are full. .

This year's spring Ice Show "You have been schooled, Skate Schooled" will be held May 5, 6 & 7. Set construction is ongoing and should be complete next week, while rehearsals continue until the show.

We are working on cleaning the outdoor ice floor for painting so we can start roller hockey and other activities under the roof.

Commissioner Czarnik asked about the field at Iceland. Executive Director Elenz said that he is going out there with Joe because there is some cement work that needs to be done. There needs to be concrete slabs put down for the benches and for the stands. It also needs to be made ADA accessible. This will be started within the next month. The plan is to have soccer out there.

### **Bob Kreiling – Park Security**

Bob stated that they are now getting ready for the summer hours which will be from 6:00pm – 11:00pm. They will be adding a third patrol person that will be stationed at Pioneer Park.

In addition we will be receiving new radios. The Niles Police Department changed to a digital system. In order for the Niles Police to still maintain monitoring our radio activity we had to switch radios. On the radios there are 2 channels that are related to the Police Department and there is a 3<sup>rd</sup> channel for special functions, i.e., July 4<sup>th</sup>. We also have 2 channels programmed for the Park District. We will have the ability to add radios with the park district channels. We will be having a staff meeting to train the patrol on the new radios.

Commissioner Czarnik suggested having a radio at each facility. These radios will only be used for the Park Patrol and will not be able to call the Niles Police. Also, Executive Director Elenz stated that each facility has a hot button that goes directly to the Police Department for an emergency.

### **Executive Director Elenz**

Executive Director Elenz stated that the county passed an ordinance on the min. wage that on July 1<sup>st</sup>, Cook County is going up to \$10.00/hour. Government bodies are exempt from implementing the \$10.00/hour min. wage. Executive Director Elenz said that he spoke with Skokie, Park Ridge, Des Plaines (park districts) and they have opted out of it. His recommendation is to also opt out of the \$10.00/hour min. wage. After sitting down with Scot, it was determined that the cost for the \$10.00/hour min. wage would be approximately \$70,000.00 additional expense. The state now is trying to pass a bill that would also increase the min. wage. This is in discussion now and their goal is to be up to \$15.00/hour by 2022.

### **Marketing - Julie Jentel**

Emails for our programs are sent out continuously. Summer flyers & TV scrolls are being worked on.

We had 18,374 visitors to our website & 52,832 page views for the past 4 weeks. The top pages were League Standings, IceLand, Winter Spring Programs & Open Gym.

The Name the Caldwell Building contest ended April 3<sup>rd</sup>. We had 80 submissions.

The Summer Fun Guide came out and the Summer website is posted with all programs. Work on the Fall Fun Guide will begin soon.

I assisted Athletics in putting together a Spring mailing to 6,100 participants.

### **Lindsay Brubaker Pioneer/Oasis Concession**

News to Report:

Pioneer/Softball-

Pioneer opened for the season on Saturday, April 8th. We were jam packed all weekend thanks to the beautiful weather! Staff and customers were happy to be back.

A big shout out to Jim, Matt, and their crews for all their hard work to help get us open for the season.

New LED backlit concession menus have been ordered and will be delivered and installed in the next 2 weeks.

Golf View Concessions has been shut down for the season. All remaining food was moved to Pioneer so nothing went to waste.

This weekend is the Niles "All American City" Spring Fling 10U and 12U fastpitch softball tournament. Teams from all over the area will be competing at Pioneer and Grennan.

MLB's Pitch, Hit, & Run and Jr. Homerun Derby is Sunday, April 30th 12-3pm at Pioneer.

Girls softball is up and running. Games begin next week. We are now using Quickscores for online score reporting.

Sponsorships-

Girls softball team sponsors: BWW, Star Nissan, Christine Pusateri, Blaze Pizza, Generations at Regency, Your Elegant Occasion, and Holts.

### **Athletics – Paul Nielsen**

Youth Winter Basketball season went very well with games being played at the park districts buildings along with Culver School, St John, NorthRidge Prep, Notre Dame and Niles Family Fitness.

Spring Gymnastics has just begun at Grennan Heights on Mondays and Thursdays for girls and boys ages 3-12 years old.

In two weeks, Youth Volleyball will be beginning for boys and girls grade 4<sup>th</sup> through 8<sup>th</sup> at Golf View.

The Spring Men's basketball games are beginning played on Wednesday nights at Golf View.

The athletic department's 2017 revenue is current \$450,000 which \$32,000 higher than \$418,000 at the same time last year which was our highest revenue producing year.

Marketing is currently on going for all summer programs.

### **Golf Course Maintenance– Jim Stoneberg**

Turf fertilization and broadleaf weed control applications scheduled to complete by the end of the month.

Deep tine arification to greens with heavy sand topdressing to the greens scheduled for this week. Tees and fairways will follow weather permitting.

Flood clean up continues with turf restoration as needed in low areas.

Irrigation system to be started up for the season this week along with pump station servicing and repairs as needed.

Defensive Driving (DDC-4) classes are scheduled for April 26th. All full time staff that drives a District vehicle for work is required to attend and complete the course. The class is given by the Illinois Public Risk Fund.

### **Tam Golf Course – Peter Dubs**

President O'Donovan read Peter's report.

The weather has been mostly uncooperative the early part of the season and we have already seen 2 floods come and go in recent weeks. Since our first day open March 5<sup>th</sup> we have only seen 11 days where weather hasn't impacted play.

League and Permanent Tee Time payments continue to roll in and are due this Friday. We have had a few groups drop out, but added about the same number, so we are expecting to hit budgeted number in both these accounts. Their seasons begin the week of May 8<sup>th</sup>.

Our instructional schedule is into our spring sessions for all programs. Initial registration numbers look good; however participants have been a little slow to register for our outdoor leagues - likely due to the delay in the return of consistently warm weather.

Our first special event of the season, the Swing into Spring junior golf outing is coming up Friday May 5<sup>th</sup>.

We continue to save on expenses whenever possible by only having just one outside staff member when play is light. Additional shifts are added when heavier course play warrants the extra supervision.

**9. NEW BUSINESS.**

**A. DISCUSSION/APPROVAL NAME OF NEW BUILDING.**

Executive Director Elenz gave the Commissioners a list of the names that were submitted to the Park District.

The Board of Commissioners were not happy with any of the names submitted. After a discussion it was decided to name the building *LoVerde Sports and Recreation Center.*

**10. OLD BUSINESS.**

**A. UPDATE ON CALDWELL PROPERTY (this item was moved up on the agenda).**

**11. MISCELLANEOUS**

Executive Director Elenz congratulated President O'Donovan, Vice President Zalinski and Treasurer Genualdi on running a fantastic election.

**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 Commissioner Byrne, seconded by President O'Donovan to adjourn the Regular Board Meeting. Recording Secretary Raschillo called the roll:

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

The motion passed 4-0

**APPROVED:**

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**President**  
**Board of Commissioners**  
Date: May 16, 2017

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**Board Secretary**