
NILES PARK DISTRICT
Minutes of Regular Board Meeting
Held at Howard Leisure Center
Monday, July 17, 2017
6:00 pm

BOARD MEMBERS

PRESENT: Patrick Byrne, President
Ray Czarnik, Vice President
Christopher Zalinski, Treasurer
Julie Genualdi, Commissioner
Dennis O'Donovan, Commissioner

ATTORNEY

PRESENT: Dan Shapiro, Attorney

STAFF MEMBERS

PRESENT: Tom Elenz, Executive Director
Scot Neukirch, Director of Finance
Julie Jentel, Marketing
Lindsay Brubaker, Program Administrator
Peter Dubs, Tam O'Shanter Manager
Paul Nielsen, Athletic Director
Kenny Krueger, Athletic Supervisor
Marty Stankowicz, Iceland Manager
Jim Majewski, Supt. of Facilities
Matt Schiller, Park Grounds Supervisor
Jim Stoneberg, Supt. of Golf Course Maintenance

GUEST PRESENT:

Patricia Ballard, 8425 Ottawa
Steve Hammer, Niles Baseball League
Nancy Luisi, 8609 Milwaukee, Niles
Rachel Marrogoin, Niles
Joe Calzaretta, Niles
Scott O'Brien, 8512 Ottawa, Niles
Craig Neidermaier, 6796 Lexington
Paul & Amy Slamowitz, 8336 N. Olcott
Sophia Kontoravdis, 8632 N. Ozanam, Niles
Kelly DAcquisto, 8145 N. Root Ct.
Jill Boysen, 6500 Riverview Dr., Niles
Mike Trevino, 7806 W. Lill Ct., Niles
Margie & Dean Graf, 8523 N. Ozark
Eloy & Melissa Sclazer
Jerry & Diane Romanek, 8439 N. Ottawa

1. CALL TO ORDER.

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

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

President Byrne led the assembly in the Pledge of Allegiance.

3. **ROLL CALL.**

All commissioners were present.

4. **CHANGES TO AGENDA.**

Executive Director Elenz asked to move Item 12, Item 9 A, B, C, and Item 13 to the beginning of the meeting.

Move Item 12- CITIZENS WISHING TO ADDRESS THE BOARD

Attorney Shapiro began by telling the crowd they are limited to 3 minutes. These are comments, not a question answer session.

Several citizens approached the microphone speaking in favor of the new Oak Park baseball field. There were citizens who also spoke of their concerns regarding this field. All were thanked for their comments.

Move Item 9- NEW BUSINESS: A, B, C

A- DISCUSSION AND APPROVAL OF ORDINANCE 17-O-103 RATIFYING AND APPROVING A CONTRACT TO VAN'S ENTERPRISES IN THE AMOUNT OF \$50,736.30.

Executive Director Elenz explained Van's Enterprises was contracted to put the new Oak Park ballfield in. The cost for the ballfield and top dressing was \$18,475.00. After the field was skinned and top dressing was put in, there was a problem with the outfield, everything was going up on a slope. The field had to be re-cut further. Changes had to be made to the outfield and it had to be leveled at a cost of \$12,603.00. Once it was leveled, a decision had to be made to seed or sod. Director Elenz thought we could seed, but when we started to re-grade the field, the heat was not allowing grass to grow. A decision was made to place sod at a cost of \$11,212.20. The concrete cost was \$8,446.00. Executive Director asked for approval to Van's Enterprises in the amount of \$50,736.30.

A motion was made by Commissioner O'Donovan, seconded by Treasurer Zalinski to approve Van's Enterprises in the amount of \$50,736.30. Recording Secretary Jentel called the roll:

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

The motion passed 5-0

B- DISCUSSION AND APPROVAL OF ORDINANCE 17-O-104 RATIFYING AND APPROVING A CONTRACT TO DURABILT FENCE IN THE AMOUNT OF \$28,622.00.

Executive Director Elenz explained there are two contracts with Durabilt Fence. The backstop was a cost of \$19,500.00. Site line fencing was a cost of \$9,122.00. Executive Director Elenz asked for approval to Durabilt Fence in the amount of \$28,622.00.

A motion was made by Commissioner Genualdi, seconded by Commissioner O'Donovan to approve Durabilt Fence in the amount of \$28,622.00. Recording Secretary Jentel called the roll:

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

The motion passed 5-0

C- DISCUSSION AND APPROVAL OF PAYMENTS TO KAY PARK RECREATION IN THE AMOUNT OF \$4,903.00.

Executive Director Elenz explained there are two contracts with Kay Park Recreation. The bleachers were a cost of \$2,501.00. The dugout seats were a cost of \$2,501.00. Commissioner Genualdi asked if this included covers. Executive Director Elenz said there would be no covers, and asked for approval to Kay Park Recreation in the amount of \$4,903.00.

A motion was made by Commissioner O'Donovan, seconded by Treasurer Zalinski to approve Kay Park Recreation in the amount of \$4,903.00. Recording Secretary Jentel called the roll:

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

The motion passed 5-0

Move Item 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.

A motion was made by President Byrne, seconded by Commissioner Genualdi to convene into Executive Session. Recording Secretary Jentel called the roll:

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

The motion passed 5-0

5. CONSENT AGENDA APPROVAL.

A. Minutes of the Regular Board Meeting of May 16, 2017 and June 20, 2017.

A motion was made by Commissioner O'Donovan, seconded by Commissioner Genualdi to accept the minutes of the Regular Board Meeting of May 16, 2017 and June 20, 2017. Recording Secretary Jentel called the roll:

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

The motion passed 5-0

B. Voucher List as Presented July 17, 2017. Approval of Disbursements: VOUCHER LIST OF BILLS PRESENTED FOR APPROVAL ON July 17, 2017 – SUMMARY BY FUND:

General Fund	62,714.32
Recreation	203,271.51
Ice Rink	35,169.99
Swimming Pool	40,496.30
Golf Course	74,952.94
Debt Service Fund	475.00
General Liability	676.31
Paving and Lighting	10,502.60
Handicapped	10.02
Capital	925,727.58
Audit	24,017.57

Grand Total: \$1,378,041.14

6. TREASURER'S REPORT.

Treasurer Zalinski reviewed the Treasurer's Report.

A motion was made by Commissioner O'Donovan, seconded by Vice President Czarnik to approve the Treasurer's Report as presented. Recording Secretary Jentel called the roll:

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

The motion passed 5-0

7. REPORTS OF PARK OFFICIALS.

A. President's Report.

No President Report.

B. Attorney's Report.

No Attorney Report.

8. BOARD REPORTS

Laura Newton, Tennis Manager

Commissioner O'Donovan read Laura's report.

Our revenue has been slow this summer due to the warm weather.

We will take the next month to prepare facility for up-coming indoor season (starting Sept. 11th).

USTA evening matches will continue through early August.

Matt Schiller, Park Grounds Supervisor

I would like to thank all the staff who helped to make the July 4th festivities a success and a special thanks to the buildings and grounds staff that made set up, clean up and tear down fast and easy.

Crews have been working to prepare grounds for the upcoming baseball/softball tournaments.

We will begin preparations for the events at Golf-Mill Park following the tournaments.

Porta-potty was delivered to the concert area at Oak Park and surround was installed.

Playgrounds have been inspected and necessary repairs completed.

Fencing rails at the skate park have been repaired and re-aligned.

Sign bed at Jonquil has been planted and we will re-plant the sign bed at Iceland as soon as time allows.

Crews continue to remove and replace the red woodchips in the parks with natural brown mulch.

Installation of the irrigation extensions at Oak Park and Oasis will begin following the completion of the installations at the new Caldwell facility.

Plant materials for the new building have been sourced and I am awaiting word that they are ready.

We hope to install new plant material as soon as possible.

Jim Majewski, Supt. of Facilities

Tam Tennis interior is being painted and protected wall panels will be installed in high traffic areas.

IceLand parking lot is having repairs done and seal coated.

Grennan Heights parking lot is being seal coated tomorrow.

Oakton Manor and Grennan Heights preschool floors and carpets are being waxed.

Jim is looking into ComEd grants for interior lighting. Changing fluorescent to LED bulbs would show a savings.

Marty Stankowicz, Iceland Manager

Staff training for fall is being planned and will take place in August. The majority of staff has been recertified for first aid and CPR. New applicants for building supervisor positions are being accepted for the opening of the outdoor rink in November.

Registration for fall hockey and skating starts August 1. We start with a 4 week back to school mini session and end with a 10 week session that finishes up just before the winter holiday break.

Summer camp and classes run until August 13. We will then remove the ice and thaw the floor. We hope to have ice again the week of August 28.

Fall and winter ice rental contracts are being put together and will be sent out later this month.

Tom Elenz, Executive Director

Executive Director Elenz received emails from residents complimenting us on our July 4th event. He received verbal compliments as well and thanked the staff.

Scot Neukirch, Director of Finance

Highlights of the Finance Department's activities since the last meeting other than the routine accounts payable, payroll and accounting duties include:

- On the afternoon of 6/30/2017 a judge postponed the implementation of the County Sweetened Beverage Tax that I have been updating you on the last couple of months until 7/10/2017.
 - On July 10, the Illinois Appellate Court upheld the restraining order until both sides can air their arguments and a final ruling can be made on the legality of the ordinance.
 - The Illinois Retail Merchants Assoc and a number of grocers filed suit that this tax violates a provision of the Illinois constitution that requires products to be taxed uniformly.
 - Additional 1 cent tax on the consumer for every ounce of sweetened beverage purchased.
 - If they decide to move forward with it, we have our systems ready to go.
- Audit update
 - I will give a brief overview of the 2016 audit process during the new agenda items.
- Cook County raised the individual income tax rate from 3.75% to 4.95% effective July 1, this will impact the Park District's workforce.

Julie Jentel, Director of Marketing

Finalizing items for the Fall Guide. They are on schedule for an August 7 delivery. Web will be live with all Fall programs then also.

Schedules for Summer Athletic Programs are posted & standings are updated weekly.

Marketing has been in full swing for upcoming summer and fall programs and events. Marco has been able to go around and take photos of summer programs. Emails, tv scrolls, flyers, posters, and constant social media posts have been done.

Lindsay Brubaker, Pioneer Park Manager

Pioneer -

- After a season of good weather, we were finally hit with a patch of rainy days.
- June was a busy month for birthday parties and group outings. We hosted 18 groups.
- July is the busiest month of the year for us. We already have 19 groups scheduled for outings. We hosted players from all over the area for the girls Crosstown League All-Star Games. We hosted 15 teams for the Niles "All American City" House tournament, and will be hosting 24

teams for next weekend's "All American City" Summer Classic tournament. Thank you to Matt, Jim, and athletics department for the team effort on running all of these activities.

- We were very excited to get the snow cone machine outside! Huge seller at tournaments!

Oasis-

- Hot temps = large crowds. It has been hit or miss on the weather the past few weeks.
- We hosted 568 people for the end of season pool party for t-ball, rookie ball, baseball, softball, and soccer.

Bike Niles-

- Thursday, July 20th at Oak Park. Professional riders race in the evening.

President Byrne asked Lindsay since teams had their pool party, are the youth leagues over? She replied Yes, July is used for tournaments and All Star Games, and then Fall Ball begins mid-August.

Paul Nielsen, Athletic Director

Revenue for the department is at an all time high. Year to date we are \$42,000 higher in revenue and only \$4,000 in expenses compared to last year. That equates out to an increase of 6% increase in revenue and only a 1% in expenses.

Youth Summer Basketball League is going along smoothly at Golf View and Grennan both day and night on Saturdays and Sundays, and also during weeknights. There are 1125 players in the league this year.

Basketball Summer Camp and Volleyball Camps are going on alternate weeks during the summer at Golf View.

Girls Softball concluded a successful season two weeks with an All Star game Day at Pioneer Park.

Summer Gymnastics enrollment was very good this year with classes each Thursday night at Grennan Heights.

Peter Dubs, Tam Golf Course Manager

We've seen approximately 13,000 rounds to date out on the course and are still running about a week behind last season's pace. Unfortunately flooding which began last week won't help us catch up at all. Aside from losing our normal course play, we were forced to cancel 2 weekend outings and potentially the Six County Senior Olympic outing which was rained out on the 10th and rescheduled for this morning (7/17).

This Friday we're hosting a youth development tournament for the Illinois Junior Golf Association. They're expecting up to 80 players between the ages of 8 and 13 to participate in the event.

We're about halfway through our summer programming for juniors. Registration figures are stronger for our second sessions of leagues and our instructional camps and clinics continue to be at or near capacity. Our new parent / child class has also been a popular addition to our catalog with both the July and August sessions filling up.

Our programming focus is now on our Junior Golf Games outing coming up on Friday August 4th. We're presently doing outreach to local businesses to gather donations for our raffle following play, which is a highlight of the evening for the kids. Our headlining prize this season is a pair of tickets to the BMW Championship Golf Tournament in September, thanks to the Western Golf Association.

Jim Stoneberg, Supt. of Golf Course Maint.

Summer application of fertilizers and insecticides completed will monitor effect due to heavy rains and flooding for possible second application.

All irrigation repairs completed for Howard Leisure Center and Club House areas.

Tree removals completed by #5 river bank and 35 removals on the east side behind Golf View.

Fence repairs along Howard Street from car damage are on the schedule for completion.

Flood clean up and turf restoration ongoing.

9. NEW BUSINESS.

ITEMS A, B & C WERE MOVED TO AFTER ITEM 4.

D. DISCUSSION/APPROVAL OF 2016 AUDIT.

Finance Director Neukirch gave an overview of the 2016 Audit:

The independent auditor rendered an opinion that the Park District's financial statements for the fiscal year are fairly presented in conformity with Generally Accepted Accounting Principles (CAFR). This is your goal, nothing out of the ordinary was found.

Fund Financial Highlights of the FY 2016 CAFR

Revenues and expenditures were above 2015 primarily due to the debt activity associated with the new sports complex on Caldwell. Otherwise operating revenue and expenditures in all other funds were similar overall to 2015 except for variances related to timing of property tax collections, 2016 playground/outdoor fitness equipment and 2015 paving and lighting grant activity.

General Information

- The Park District's principal balance for debt service increased by \$6.1 million to \$27.1 million during the fiscal year.
 - New debt issued for the new athletic facility
- The Park District's bond rating is AA2 which is the 3rd best rating available.
- IMRF was 85% funded as a percentage of the total pension liability. IMRF is the pension plan for qualifying employees.

A motion was made by Treasurer Zalinski, seconded by Commissioner Genualdi to approve the 2016 Audit. Recording Secretary Jentel called the roll:

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

The motion passed 5-0

10. OLD BUSINESS.

A. UPDATE ON CALDWELL PROPERTY.

Consultant Joe LoVerde gave an update of the Caldwell building progress. We are at the finishing line with painting, millwork, fixtures, lighting and surface is complete. Leaks were identified with all the rain we had, and they have been repaired. The anticipated completion of project is the end of July. We then need 2 weeks for our work, bringing date to mid-August. The 100% completion date would be end of August.

B. UPDATE ON GOLF COURSE PROJECT.

Consultant Joe LoVerde gave the Board an update on the Golf Course project. All governmental agencies involved in the project are in the final stage of review. There is a bid opening tomorrow (Tuesday) for the Golf Course project. Hoping for a fall construction schedule.

C. UPDATE ON POLISH FEST.

Executive Director Elenz gave the Board an update on the Polish Fest. He received their Certificate of Insurance. They have not submitted a site plan yet, which would determine security and where everything would go. When received, it will be forwarded on. So as of right now, it is not a go. They had an extensive list of items to get to the Village of Niles and Executive Director Elenz was not sure where they were at with that. President Byrne stated the Village has not received anything from them from the list. Commissioner Genualdi asked if they had a plan for clean up? Executive Director Elenz stated cleaning would be done every day. She then asked if the residents had been notified, and Executive Director Elenz stated they had not.

11. MISCELLANEOUS.

No miscellaneous.

12. CITIZENS WISHING TO ADDRESS THE BOARD.

This Item was moved to the top of the meeting, after Item 3.

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)

This Item was moved to after Item 9 C.

14. ADJOURNMENT.

A motion was made by President Byrne, seconded by Commissioner Genualdi to adjourn the Regular Board Meeting. Recording Secretary Jentel called the roll:

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

The motion passed 5-0

APPROVED:

President
Board of Commissioners
Date: August 22, 2017

Board Secretary