
NILES PARK DISTRICT
Minutes of Board Meeting
Tuesday, August 20, 2024
6:00 pm

Board Members present: Dennis O'Donovan, President
Julie Genualdi, Treasurer
Jim Hynes, Commissioner

Staff Members present: Tom Elenz, Executive Director
Scot Neukirch, Finance Director
Heather Petrie, Executive Admin. Coordinator
Laura Newton, Tam Tennis Manager
Marty Stankowicz, IceLand Manager
Jim Majewski, Facilities Superintendent
Chris Czajka, Grounds Superintendent
Julie Jentel, Marketing
Kenny Krueger, Athletics
Peter Dubs, Tam Golf Course
Eric Aguayo, Golf Course Assistant Superintendent

1. Call to order

President O'Donovan called the regular board meeting to order on Tuesday, August 20, at 6:00 pm.

2. Roll Call

Recording Secretary Petrie called the roll. Commissioners O'Brien and Strzelecki were absent.

3. Pledge of Allegiance

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

4. Changes to the Agenda

There were no changes to the agenda.

5. Consent Agenda Approval

Minutes of the Regular Board Meeting of Tuesday, June 18, 2024; and Voucher List as presented June 30, 2024 – summary by fund:

General Fund	\$156,005.45
Recreation	\$218,000.87
Ice Rink	\$30,475.44
Swimming Pool	\$45,676.70
Golf Course	\$27,870.29
IMRF	-
Debt Service Fund	-
General Liability	\$6,290.00
Paving & Lighting	-
Police Protection	\$468.00

Handicapped	\$5,576.89
Capital	\$34,010.87
Audit	-
Grand Total	\$524,374.51

A motion was made by Commissioner Hynes and seconded by Treasurer Genualdi to accept the minutes of the Board Meeting of Tuesday, July 16, 2024, and the Voucher lists as presented, July 31, 2024. Recording Secretary Petrie called the roll:

President O'Donovan	Yes
Treasurer Genualdi	Yes
Commissioner Hynes	Yes

The motion passed 3-0.

6. Treasurer's Reports

Treasurer Genualdi read the treasurer report for the month ending July 2024.

A motion was made by Commissioner Hynes and seconded by President O'Donovan to accept the July 2024 treasurer's report. Recording Secretary Petrie called the roll:

President O'Donovan	Yes
Treasurer Genualdi	Yes
Commissioner Hynes	Yes

The motion passed 3-0.

7. Reports of Parks Officials

- A. President's Report – There was no President's report.
- B. Attorney's Report – There was no Attorney's report.

8. Board Reports

Laura Newton, Tam Tennis Manager

- **Budget**
Revenue increase to date, compared to 2023 is up \$97,689, with the total Profit to date of \$744659 (up \$86,705)
We are \$207,528 away from making budget.
- **Revenue Increase from 2023**
Junior Tennis Programs: \$34,115
Adult Tennis Programs: -\$36,448
Senior Tennis: -\$1,291
Private Lessons: \$49,013
Fitness: \$7,889
Non-Resident Memberships \$11,491
Court Fees \$6,155
- **Junior Programs**
A new session will begin in October
- **Adults Programs**
Will rise again when the new session of Fall classes start.
- **Maintenance**
Court cleaning/scrubbing will take place the week of August 22- September 2.

Jim Majewski, Park Services

- An alarm system has been installed to the Oasis Pump House
- Window tinting has been applied to the second-floor windows at Golfview to avoid glare on the gym floor
- Gates were installed to the dugouts at Pioneer for additional safety
- Golfview and Grennan gym floors are being refinished
- Working on budget pricing
- Jonquil tennis court is done, and Oak Park will be finished this week

Marty Stankowicz, IceLand

- Summer Camps and summer classes ended last week.. Participation was larger than anticipated and the summer was a success. We start our fall session after Labor Day. Registration is in progress.
- Maintenance is being done on the Zambonis, hockey boards and nets while we are waiting for the fall session to start after Labor Day.
- Fall ice rental contracts were sent out. Any open ice slots after Ranger scheduling will be rented. I have a wait list of organizations wanting to rent at Iceland.
- The outdoor rink is contracted for Lacrosse starting in September and running into November.
- Rangers hockey registration is in progress. Team counts, based on player registrations will be decided after Labor Day.
- Actively recruiting for office staff, skate guards and Zamboni drivers to replace high school seniors going to college.

Chris Czajka, Grounds Superintendent

- Pioneer Park had a new fence installed on the north side of park along Touhy
- Tree trimming at Oak Park .
- Assembled and installed a memorial bench at Oakton Manor Park.
- Installed under ground drainage for downspouts at Howard Leisure Center.
- Removed an old block climber from Oakton Manor Playground and installed a new seated spinner in its place.
- Playground inspections and repairs as needed.
- Daily mowing and general park maintenance

Robin Brey, Programs Supervisor

- Summer camps ended last week. Lil Campers and Rec Camp at Oasis had high enrollment as majority of the weeks were filled. Thank you to the camp staff for providing a safe and fun summer for all campers.
- Concerts in the park concluded the season with large crowds and many compliments. Looking forward to next summer!
- Preschool begins on August 26th. Classroom preparations and parent orientation meetings are taking place this week. Enrollment is at 126 children which is 9 students ahead of last year.

Eric Aguayo, Golf Course Maintenance

- The greens suffered chemical burn due to sprayer malfunction, they are slowly recovering, we are looking for ways to speed up the process. The cooler night temperatures will help a lot

- We sodded and cleaned up areas around the restaurant
- Cultivated the flooded areas again
- Bunker restoration is on the final stretch only a couple more to finish
- General maintenance and preventative sprays

Peter Dubs, Tam Golf Course

- We saw our first large flood in recent years mid-July which forced our closure for 3.5 days. An overall wet month made other open hours “walking only”, impacting play totals. We still hosted 6125 rounds for the month and remain 1300 ahead of last season’s pace through July.
- We hosted our annual tournament for the Illinois Junior Golf Association on Friday, July 26th. Eighty junior players from around the area ages 8-13 competed in 3 different age brackets. The low score for the tournament was shared by an 11 year old boy from Highland Park and a 12 year old girl from Elmhurst, who both shot a one over par 34.
- Some of our adult leagues & permanent tee times who were lucky with weather are beginning to conclude their seasons, while others will continue into September due to rain dates.
- We will begin hosting afternoon matches and practices for some area high schools after Labor Day.

Kenny Krueger, Athletic Director

- All our summer basketball offerings which include youth/high school/adult, either wrapped up last week. We’ve already opened registration for our next sessions which will begin in October.
- A very successful year of Sports Camp ended the year with a trip to Pioneer for mini-golf and a pizza party.
- Our two biggest fall programs are Fall Ball and Fall Soccer. Baseball/Softball games started Friday, August 16 and next Saturday, August 24 is opening weekend for our rec soccer league. Both leagues are played on weekends though the end of October all over at our various parks.
- Niles Strikers FC opened up their season with some friendly matches against Elmhurst’s soccer club winning 4 of the 6 games. Trainings officially start Monday 8/19 and matches will begin after Labor Day.
- We have a month break for our indoor programs so we’re working on some department administrative things like budgets, hiring more staff, and booking indoor rentals for later this fall/winter.

Julie Jentel, Marketing

- Promoting our last of our summer special events- Movie in the Park
- I have spent the past couple weeks proofing the Fall Guide and updating the website with the Fall Programs. Programs were online Friday, and hard copies of the Guide will be here next week.
- With Preschool beginning soon, I have been helping Robin put together the parent manual and other items for parents and staff.

Scot Neukirch, Finance Director

The 2025 budget process is underway. Staff has begun to make their preliminary budget requests.

Bob Kreiling, Park Patrol

- Changed patrol times for Golf View and LoVerde on the weekends to 3pm to 11pm
- Activity is normal
- Park Patrol becoming more active in reporting maintenance issues to facilities
- Incidences to report:
- Graffiti tagging is still an issue

10. New Business

A. Discussion/Approval of an apparel contract with Custom Print Graphics

Staff went out to bid for apparel for all the park district's sports teams. One bid was received which was from the same vendor we currently use, Custom Print Graphics. Staff is asking for Board approval.

A motion was made by Commissioner Hynes and seconded by Treasurer Genualdi to approve a contract with Custom Print Graphics for \$154,100.50 Park District apparel. Recording Secretary Petrie called the roll:

President O'Donovan	Yes
Treasurer Genualdi	Yes
Commissioner Hynes	Yes

The motion passed 3-0.

B. Discussion of Golf Mill Park Bathrooms

Bathrooms were not part of the original plan at Golf Mill Park. There has been interest in putting in permanent bathrooms. Hitchcock Design provided some preliminary estimates and location ideas. The benefits of having stand alone bathrooms are convenience for larger events, creates a more family friendly environment, encourages longer visits, are ADA compliant, and access to clean water to wash your hands. Pioneer Park is the only park where we currently have bathroom structures. Staff maintains those bathrooms hourly. Some disadvantages are the cleaning required, Golf Mill is one of our busiest parks and as such will need to be cleaned several times a day. Vandalism and security are also issues to consider. The facility will need constant maintenance. Personnel will be needed to open and close the facilities.

It is suggested that the proposed bathrooms be unisex with one sink and one toilet in each one, totaling 4 bathrooms.

Staff will meet with the Village of Niles for further discussion.

11. Old Business

A. Update on Pioneer Park

The sign monument is nearing completion. The wall caps still need to be installed. The majority of the landscaping has been completed. The grass that was planted around the perimeter of the park is not growing. Staff will be doing a walk through with Hitchcock Design and the contractor to determine how it will be fixed.

B. Update on Golf Mill Park

The trees, bushes and path lighting have been removed. The playground, shelters and underground for the soccer field are on the schedule next for demolition.

12. Miscellaneous

There were no miscellaneous issues to discuss.

13. Public Comments

There were no public comments.

14. Executive Session

There was no need for executive session.

15. Adjournment

A motion was made by President O'Donovan and seconded by Treasurer Genualdi to adjourn the meeting at 6:40 p.m.

President O'Donovan	Yes
Treasurer Genualdi	Yes
Commissioner Hynes	Yes

The motion passed 3-0

APPROVED:



**Vice President O'Brien
Board of Commissioners
Date: September 17, 2024**



Board Secretary