
NILES PARK DISTRICT
Minutes of Board Meeting
Tuesday, February 18, 2025
6:00 pm

Board Members present: Julie Genualdi, President
Dennis O'Donovan, Vice President
Jim Hynes, Treasurer
Scott O'Brien, Commissioner
Ronnie Strzelecki, Commissioner

Staff Members present: Tom Elenz, Executive Director
Scot Neukirch, Finance Director
Heather Petrie, Executive Admin. Coordinator
Robin Brey, Recreation Programs
Laura Newton, Tam Tennis
Chris Czajka, Grounds Superintendent
Marty Stankowicz, IceLand
Kenny Krueger, Athletic Director
Julie Jentel, Marketing
Kenny Krueger, Athletics
Peter Dubs, Golf Course Club House
Eric Aguayo, Golf Course Superintendent

Jamie Baer, Attorney

1. **Call to order**
Vice President O'Brien called the regular board meeting to order on Tuesday, February 18, at 6:01 pm.
2. **Roll Call**
Recording Secretary Petrie called the roll. All Commissioners were present.
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, January 21, 2025 and Voucher List as presented January 31, 2025 – summary by fund:

General Fund	\$155,894.42
Recreation	\$137,514.34
Ice Rink	\$28,240.87
Swimming Pool	\$1,727.21
Golf Course	\$37,805.92
IMRF	-

Debt Service Fund	\$950.00
General Liability	\$6,753.00
Paving & Lighting	-
Police Protection	\$108.00
Handicapped	-
Capital	\$703,283.43
Audit	\$2000.00
Grand Total	\$1,074,277.19

A motion was made by Treasurer Genualdi and seconded by Commissioner Hynes to accept the minutes of the Regular Board Meeting of Tuesday, January 21, 2025 and the Voucher lists as presented, January 31, 2025. Recording Secretary Petrie called the roll:

President O'Donovan	Yes
Vice President O'Brien	Yes
Treasurer Genualdi	Yes
Commissioner Hynes	Yes
Commissioner Strzelecki	Yes

The motion passed 5-0.

6. Treasurer's Reports

Treasurer Genualdi read the treasurer reports for the months ending January 2025.

A motion was made by Vice President O'Brien and seconded by Commissioner Hynes to accept the January 2025 treasurer's report. Recording Secretary Petrie called the roll:

President O'Donovan	Yes
Vice President O'Brien	Yes
Treasurer Genualdi	Yes
Commissioner Hynes	Yes
Commissioner Strzelecki	Yes

The motion passed 5-0.

7. Reports of Park Officials

A. President's Report

There was no President's report.

B. Attorney's Report

There was no Attorney's report.

8. Board Reports

Robin Brey, Programs Supervisor

- The two Little Ladies dances as always was a big hit! Next up the Mom/Son Dance on 2/21 which is filled to capacity.
- Bright Beginnings Preschool is in the process of relicensing and providing all necessary documentation to the DCFS rep. Re-Licensing takes place every three years for Howard and Oakton Manor preschool facilities. We anticipate completion and approval by April.

- Camp Registration for all summer camp program begins March 3rd.
- Hiring part-time staff for the spring and summer job positions is underway.

Laura Newton, Tam Tennis

- **Budget:** We are on track for the first month.
- **Junior Programs:** We are in the middle of an eleven-week session. New class session starts March 31st, with registration March 15th.
- **Adults Programs:** We are in the middle of an eleven-week session. New class session starts March 31st, with registration March 15th.
- **Private Lessons:** We are on track with our private lessons.
- **Memberships:** Tennis memberships continue to come in.
- **Fitness Programs:** We are on track for the month.
- **Staffing:** General increases were given.

Marty Stankowicz, IceLand

- Hosted annual Sweetheart Open skating competition on January 8-9. There were 161 skaters from 10 different ice rinks. There were 50 more skaters than last year. Team IceLand dominated but will be deferred to second place because they are the host rink.
- The next special event will be the St. Paddy's Day Skate on March 15th.
- Rangers hockey is winding down and is in its final weeks. Playoffs will be held the first week of March. IceLand will be the host rink.
- The outdoor rink is still open. Rental contracts go through the end of February.
- Registration for Spring opens on February 24th.
- Currently hiring for summer camp.

Chris Czajka, Superintendent of Grounds

- Snow removal and salting when needed
- Triangle Park sign has been removed and is being restored in our shop
- All Picnic tables are being brought back to the shop to be repaired and painted
- Working on all trailers and equipment for this coming season
- Interviewing for the horticulturist position
- Received final price quotes for new fencing around the preschool at Oakton Manor. Job will start when the ground thaws.
- Getting price quotes for new flooring for the Office area and lunchroom at Parks Service Center.
- Playground inspections and repairs as needed.

Scot Neukirch, Finance Director

Staff has continued creating and submitting to the auditors the many documents required for the 2024 audit.

In January Staff was notified by Tyler Technologies, our financial software provider, that the current software we used has reached its end of life. We are required to transition from it by the end of 2026. Staff has begun evaluating with vendors how to proceed, the timeline to transition, the cost, etc. Staff has already had some preliminary demonstrations on other software. Staff will update the board as this process continues.

Jim Majewski, Park Services

- Bids were opened for cleaning services
- Bids are out for Nico tennis court and basketball resurfacing and color
- Bids are out for painting of Oasis pool
- The new shroud at the top of the cell tower/flagpole has been change to the correct one
- All fluorescent fixtures at the shop will be changed to LED though a instant Com Ed grant
- Golf course clubhouse carpet has been changed and the south concrete stairs to the patio have been replaced

Julie Jentel, Marketing

- Marketing for all the upcoming spring programs.
- Summer Fun Guide will be posted early-April.
- The Camp Guide is almost complete and will be ready for early March registration. Copies will be printed and on our website.

Kenny Krueger, Athletic Director

- Session 2 of Indoor Soccer, Flag Football and Youth Basketball games are all underway.
- Dodgeball has been taking place Friday nights since early January and ends with playoffs on March 7th.
- We teamed up with MNASR to have pickleball on Thursday mornings and the Niles Senior Center to have gym and field days over at LoVerde.
- While most of our focus has been on youth programming, we do have adult programs also starting or we're prepping for.
- Our adult basketball leagues will have 23 teams playing on Wednesday nights starting Feb. 26.
- Adult Co-ed Volleyball will begin early next month on Thursdays.
- We added more pickleball lesson on Wednesdays.
- Adult Softball marketing is beginning.
- We have ongoing staff interviews and have been hiring for our program aid and front desk positions. Jamie has been in touch with sports camp counselors about returning this summer and we'll look to fill any vacant spots starting in March.

Peter Dubs, Tam Golf Course Club House

- Our 2025 Golf Guide has been printed and is on display at park district facilities.
- After attending the IPRA conference last month, we learned that the state is now taxing rentals of "tangible personal property" which includes our driving carts, pull carts, and golf club rentals. Prices have been adjusted for the upcoming season to reflect this additional increase and we're currently working with GolfNow to coordinate this collection of taxes from prepaid reservations that come through our website. League and permanent tee time representatives have already been notified about this unexpected change for the coming golf season.
- Opening preparations continue and our annual staff training will take place on Feb 27th so we're ready to open as soon as the weather permits.
- Instructional golf programming will resume with our first sessions of classes beginning in early March over at the Golf Learning Center.

Eric Aguayo, Golf Course Maintenance

- Ongoing maintenance on all machinery to ensure readiness for the upcoming season. Focus remains on preventative care, repairs, and servicing to extend equipment lifespan and avoid in-season breakdowns.

- We are gathering and comparing prices for essential course supplies, including fertilizers, pesticides, sand, and seed, to ensure cost-effective purchasing.
- We are also participating in a few winter workshops focused on golf course turf diseases and fine-tuning turf equipment to optimize playing conditions.
- With winter storms arriving, we anticipate tree branches and debris that will need to be cleared, in preparation before opening.

9. New Business

A. Discussion/Approval of shelter rental fees

With the renovation of Golf Mill Park and the big shelter now being located near the playground, there could be a high possibility of people using the shelter for gatherings and parties. We do not currently have a shelter rental agreement. This is something that should be in place before the park is completed. Staff recommends the fees be \$100 for a resident, \$200 for a non-resident with a deposit for the same amounts when the contract is signed. Staff recommends rental agreements for Oak Park and Golf Mill Park. The deposit will be refundable based on the condition the shelter is left.

A motion was made by Treasurer Genualdi and seconded by Commissioner Hynes to approve a shelter rental fee in the amounts of \$100 for a resident and \$200 for a non-resident per day, with a deposit in the same amounts when the contract is executed. Recording Secretary Petrie called the roll:

President O'Donovan	Yes
Vice President O'Brien	Yes
Treasurer Genualdi	Yes
Commissioner Hynes	Yes
Commissioner Strzelecki	Yes

The motion passed 5-0.

B. Discussion/Approval of a contract with Crystal Maintenance for Park District cleaning services

Staff went out to bid for cleaning services. The low bid was Crystal Maintenance which is the Park District's current cleaning company for \$125,030. Staff is asking the Board to approve a contract with Crystal Maintenance.

A motion was made by Commissioner Hynes and seconded by Treasurer Genualdi to approve a contract with Crystal Maintenance for cleaning services in the amount of \$125,030. Recording Secretary Petrie called the roll:

President O'Donovan	Yes
Vice President O'Brien	Yes
Treasurer Genualdi	Yes
Commissioner Hynes	Yes
Commissioner Strzelecki	Yes

The motion passed 5-0.

C. Discussion/Approval of no bid contract with JM Electrical for soccer field lights at Golf Mill Park

Staff received two quotes for installing soccer field lights at Golf Mill Park. One quote came in at \$60,550. JM Electrical was able to secure an instant \$15,000 rebate from Com Ed. These lights can be controlled by the same app used for Pioneer Park. JM Electrical is \$10,855 less than the next quote. Staff recommends signing a contract with JM Electrical.

A motion was made by Treasurer Genualdi and seconded by Commissioner Hynes to approve a no bid contract with JM Electrical for soccer field lights at Golf Mill Park in the amount of \$49,700. Recording Secretary Petrie called the roll:

President O'Donovan	Yes
Vice President O'Brien	Yes
Treasurer Genualdi	Yes
Commissioner Hynes	Yes
Commissioner Strzelecki	Yes

The motion passed 5-0.

D. Discussion/Approval of an agreement with North Ridge Preparatory School

North Ridge Prep has requested the use of Pioneer Park, Washington Park and Golf Mill Park in 2025. North Ridge offered to pay \$10,000 for the use of the fields. It was noted that the Park District uses North Ridge Prep's gyms for basketball at no charge. The times North Ridge requested does not interfere with Park District programming.

A motion was made by Commissioner Hynes and seconded by President O'Donovan to approve an agreement to allow North Ridge Preparatory School the use of Pioneer Park, Washington Park and Golf Mill Park fields for one year. Recording Secretary Petrie called the roll:

President O'Donovan	Yes
Vice President O'Brien	No
Treasurer Genualdi	Yes
Commissioner Hynes	Yes
Commissioner Strzelecki	Yes

The motion passed 4-0.

10. Old Business

A. Update on Golf Mill Park project

The electrician is still working on the site. Once the weather improves the contractor will be ready to start on the project. If the weather cooperates, the project should move along quickly. Staff is hoping to be finished this summer.

11. Miscellaneous

Executive Director Elenz congratulated the Finance Department for receiving the Certificate of Achievement for Excellence in Finance Reporting.

12. Public Comments

There were no public comments.

13. **Executive Session**

There was no need for an Executive Session.

14. **Adjournment**

A motion was made by Commissioner Hynes and seconded by President O'Donovan to adjourn the regular board meeting. Recording Secretary Petrie called the roll:

President O'Donovan	Yes
Vice President O'Brien	Yes
Treasurer Genualdi	Yes
Commissioner Hynes	Yes
Commissioner Strzelecki	Yes

The motion passed 5-0.

APPROVED:



President O'Donovan

Board of Commissioners

Date: February 18, 2025



Board Secretary

