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**NILES PARK DISTRICT**  
Minutes of Board Meeting  
Tuesday, October 19, 2021  
6:00 pm

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Board Members present: Dennis O'Donovan, President  
Scott O'Brien, Vice President  
Julie Genualdi, Commissioner  
George Van Geem, Commissioner

Staff Members present: Tom Elenz, Executive Director  
Scot Neukirch, Director of Finance  
Heather Petrie, Executive Admin. Coordinator  
Jim Majewski, Facilities Superintendent  
Robin Brey, Recreation Program Supervisor  
Marty Stankowicz, IceLand  
Peter Dubs, Tam Golf Course  
Paul Nielsen, Athletic Director  
Julie Jentel, Marketing  
Jim Stoneberg, Golf Course Superintendent

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1. **Call to order**

The regular board meeting was called to order by President O'Donovan at 6:01pm

2. **Pledge of Allegiance**

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

3. **Roll Call**

Recording Secretary Petrie called the roll. Commissioner Hynes was not present.

4. **Changes to the agenda**

There were no changes made to the agenda.

5. **Consent Agenda Approval**

Minutes of the Regular Board Meeting of Tuesday, September 28, 2021  
Voucher List as presented September 30, 2021 – summary by fund:

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General Fund	\$62,720.71
Recreation	\$244,943.49
Ice Rink	\$20,789.08
Swimming Pool	\$32,642.38
Golf Course	\$20,236.44

IMRF	-
Debt Service Fund	\$950.00
General Liability	\$4,371.00
Paving & Lighting	\$8,095.39
Police Protection	\$216.00
Handicapped	-
Capital	\$33,111.57
Audit	-
<b>Grand Total</b>	<b>\$428,076.06</b>

A motion was made by Commissioner Genualdi and seconded by Vice President O'Brien to accept the minutes of the Board Meeting of Tuesday, September 28, 2021, and the Voucher lists as presented, September 30, 2021. Recording Secretary Petrie called the roll:

President O'Donovan	Yes
Vice President O'Brien	Yes
Commissioner Genualdi	Yes
Commissioner Van Geem	Yes

The motion passed 4-0

**6. Treasurer's Report**

Finance Director Neukirch read the Treasurer's Report.

A motion was made by Commissioner Genualdi and seconded by Vice President O'Brien to approve the Treasurer's Report. Recording Secretary Petrie called the roll:

President O'Donovan	Yes
Vice President O'Brien	Yes
Commissioner Genualdi	Yes
Commissioner Van Geem	Yes

The motion passed 4-0

**7. Reports of Park Officials**

**A.** President's Report - President O'Donovan thanked staff for their work on the Harvest Hustle.

**B.** Attorney's Report - There was no attorney's report.

**8. Board Reports**

**Paul Nielsen, Athletics Department**

- After a great spring and summer season in terms of weather, mother nature has been a little uncooperative lately for our fall leagues as we get to the end of their seasons.
- Our T-ball and Rookie Ball leagues concluded on Saturday, October 16 with trophy day at the Culver mini field. We did not have a single rainout for this league as we were able to

use the LoVerde Center field to play when conditions wouldn't allow us outside.

- Our Adult Softball league playoffs are just now beginning this week at Pioneer Park.
- Fall Baseball, Fall Girls Softball and Fall Soccer are set to wrap up their seasons this upcoming weekend.
- Registration for our Indoor Soccer and Indoor Flag Football leagues which begin in November concluded with every division hitting its max enrollment. We've sped up the process of getting our session 2 information for January updated and posted so we can get customers to register early.
- Despite the current mask mandates, we had enough interest to run both our Adult Basketball and Adult Co-Ed Soccer leagues this fall. Both take place on Wednesday nights.
- Discussions and research have begun to modify our pickleball offerings at Golf View during the week. We're looking to start drop in courts with no reservations needed as well as a Pickleball Club.
- As we wrap-up our outdoor season, focus turns to maximizing our court and field space for rentals, clinics, and practices.

#### **Jim Stoneberg, Tam Golf Course Maintenance**

- Turf grass repairs, aerating, over seeding and top dressing is underway on tees fairways and all flood damaged low areas.
- Stump removals scheduled for fall completion as weather permits.
- Trimming back willows on the riverbank from 1 bridge to 3 tee as time allows.
- Mowing down all tall native/fescue grass areas for the season
- Drainage cleaning will be starting as weather permits. As the leaves fall catch basins around the course will be cleaned out for the season.
- Pump station repairs ongoing. The VFD was replaced and running great. With only half the volume of water available automatic watering is limited until #1 pump motor arrives and installed.

#### **Robin Brey, Programs Supervisor**

- Preparing for the upcoming Fall Halloween Special Events
- 10/23 Trunk or Treat at Oasis ~ 95 participants
- 10/29 Monster Bash at HLC ~ 76 participants
- 10/30 Halloween Parade & Party at Grennan Heights ~ 87 participants

#### **Julie Jentel, Marketing**

- Promoting our Fall special events.
- Fall Program marketing is in full swing, as well as some early winter programs. Emails, flyers, and constant social media posts have been done.
- Planning for the Winter and Spring has begun. The guide and website will have programs live mid-December.

### **Jim Majewski, Park Services**

- Getting ready for all upcoming Halloween events
- Aerating and over seeding of the parks is underway
- Getting prices to remove some trees at Greenwood Park
- Starting to go through the rooftop units for the upcoming winter season
- Starting to winterize irrigation systems
- Spoke with the Village regarding when renovations of Golf Mill Park will begin

### **Marty Stankowicz, IceLand**

- We are in week 3 of our winter sessions which end just before Christmas.
- Our annual Thanksgiving hockey tournament is on schedule for the holiday weekend. All levels are almost full. Games will be scheduled every day except Thursday.
- Scary Skate is scheduled for Saturday October 30. Halloween goodie bags will be given to the first 50 skaters in costume.
- The first installment of our hat trick hockey payment is scheduled to be processed on October 15. The last payment is scheduled for December 1<sup>st</sup>.
- Maintenance continues on the outdoor rink getting ready for winter. Ice rentals and schedules are being confirmed for the outdoor rink.

### **Laura Newton, Tam Tennis**

- Classes started the week of October 4 and will run until Dec 18. We have 219 juniors enrolled in our 12 classes, various days and we have 68 adults registered in 9 classes, various days.
- October tennis memberships are already at \$7592.00 (both). We keep gaining members as the weather starts to turn.
- Private lessons will start to increase in November and December.

### **Peter Dubs, Tam Golf Course**

- Daily operations continue to run smoothly. As we move later into October and play begins to lighten, we adjust staffing accordingly to minimize expenses.
- Our Spooky Scramble night golf outing for juniors took place on Saturday October 16<sup>th</sup>. We enjoyed a clear dry evening on the course. The event was sold out and ran smoothly.

### **Lindsay Kmetty, Pioneer Park**

#### **Pioneer Park:**

- Pioneer Park closes for the season on Sunday, October 24<sup>th</sup>. End of season summary:
- Another great season with a great team of staff!
- Any time kids games are scheduled on our fields, it directly impacts the amount of revenue we bring in. Fall ball has been a huge success. We change our fall hours to 9am-9pm to accommodate. The more youth games, the merrier!
- We still see the effect of COVID.
- On one hand we get more smaller birthday parties because we're able to host groups outdoors.
- On the other hand, this is the second year we have lost all of our large day camp groups that usually book with us in the summer.

- We got hit very hard with staff leaving for back to school and staff finding other (higher paying) jobs. This was definitely the hardest fall we've ever had to get through. Thanks again to the staff from Oasis and Athletics who stepped up to help us fill blank shifts!
- Saturday, September 25<sup>th</sup> we hosted a 100 person family friendly mini-golf outing fundraiser event for Senator Martwick. This group has been great to work with the past few years. We look forward to hosting them again in the future.
- **Sponsors:**
- Aqua Heating, Plumbing, & A/C banner was hung in Grennan Heights.
- Businesses have been contacted for the Trunk or Treat event on Saturday, October 23<sup>rd</sup>.
- Individual emails have been sent out to all our sponsors and contacts.
- Niles Chamber of Commerce has also included information for Trunk or Treat and Harvest Hustle in their weekly email to businesses the past 3 weeks.

**Scot Neukirch, Finance Director**

Staff met with the Board for the Budget Workshop on October 12. Staff received input, comments, and direction from the Board on its operational requests as outlined in the draft 2022 budget information.

Staff has finalized the proposed 2022 budget document. The statutorily required public hearing will be held as part of the normal November board meeting and gives residents a formal opportunity to comment on the proposed budget document. Documents are available at the park district's front counter and on the website for their review. Approval of the related appropriation ordinance and tax levy will be requested at the November meeting based on the budget document.

**9. New Business**

**A. Discussion/Approval on updated Board and Administrative policy manual**

Last month the Board had some additional changes to be made to the manual. Those changes have been made and if there are no more changes, staff would like a motion to approve the Board and Administrative policy manual.

A motion was made by Vice President O'Brien and seconded by Commissioner Genualdi to approve the updated Board and Administrative policy manual. Recording Secretary Petrie called the roll:

President O'Donovan	Yes
Vice President O'Brien	Yes
Commissioner Genualdi	Yes
Commissioner Van Geem	Yes

The motion passed 4-0

**B. Discussion/Approval of beverage vendor for Park District**

The Board was provided with the two proposals from Coke and Pepsi. Executive Director Elenz summarized the terms of each proposal. Staff recommended staying with Pepsi.

A motion was made by Commissioner Van Geem and seconded by Vice President O'Brien to approve Pepsi as the Park District beverage vendor. Recording Secretary Petrie called the roll:

President O'Donovan	No
Vice President O'Brien	Yes
Commissioner Genualdi	Yes
Commissioner Van Geem	Yes

The motion passed 3-0

**C. Discussion/Approval of a contract with Neptune Benson to replace the oasis pool filters in the amount of \$176,607.48 and to waive the competitive bidding pursuant to 70 ILCS 1205 Section 8-1 (c) of the Illinois Park District Code.**

As discussed in the budget workshop, this item will need to be replaced in 2022. Staff has to begin the process now as it will likely take 4-4 ½ months to receive the filters. This is the same manufacturer of the current filters and same model numbers of the filters we currently have. Staff is asking the board to approve with a bid waiver to get the same type of filter. This does not include installation, for which the Park District will be accepting bids.

A motion was made by Vice President O'Brien and seconded by Commissioner Genualdi to approve a contract with Neptune Benson to replace the oasis pool filters in the amount of \$176,607.48 and to waive the competitive bidding pursuant to 70 ILCS 1205 Section 8-1 (c) of the Illinois Park District Code. Recording Secretary Petrie called the roll:

President O'Donovan	Yes
Vice President O'Brien	Yes
Commissioner Genualdi	Yes
Commissioner Van Geem	Yes

The motion passed 4-0

**10. Old Business**

There was no old business to discuss.

**11. Miscellaneous**

Staff asked the Commissioners if they would be attending the Trunk or Treat event.

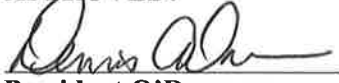
**12. Public Comments**

There were no public comments.

**13. Convene into Executive Session**

Convene into executive session under section 2(C)(1) to discuss personnel issues, section 2(C)(3) to discuss candidates to fill a vacancy of public office, section 2 (C)(11) to discuss litigation, and 2(C)(21), discussion and possible approval of release of minutes of executive session meetings and discussion and possible approval of the destruction of executive session audio recordings of the Illinois Open Meetings Act.

**APPROVED:**



**President O'Donovan  
Board of Commissioners  
Date: October 19, 2021**



**Board Secretary**

