
NILES PARK DISTRICT
Minutes of Virtual Board Meeting
Tuesday, March 16, 2021
6:00 pm

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

Attorney present: Dan Shapiro, Attorney

Staff Members present: Tom Elenz, Executive Director
Scot Neukirch, Director of Finance
Heather Petrie, Executive Admin. Coordinator

1. Call to order

The regular board meeting was called to order by President Genualdi at 6:02pm

2. Pledge of Allegiance

President Genualdi led the assembly in the Pledge of Allegiance.

3. Roll Call

Recording Secretary Petrie called the roll. All commissioners were present.

4. Changes to the agenda

There were no changes made to the agenda.

5. Consent Agenda Approval

A. Minutes of the Regular Board Meeting of Tuesday, February 16, 2021

B. Voucher List as Presented, February 28, 2021 - summary by fund:

General Fund	\$131,775.99
Recreation	\$100,524.84
Ice Rink	\$9,303.76
Swimming Pool	\$259.31
Golf Course	\$9,904.82
IMRF	-
Debt Service Fund	-
General Liability	\$144,540.00
Paving & Lighting	\$16.14

Police Protection	\$108.00
Handicapped	\$108.11
Capital	\$9,747.95
Audit	\$2,400.00
Grand Total	\$408,688.92

A motion was made by Treasurer LoVerde and seconded by Commissioner Hynes to accept the minutes of the Board Meeting of Tuesday, February 16, 2021, and the Voucher lists as presented, February 28, 2021. Recording Secretary Petrie called the roll:

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

The motion passed 5-0

6. Treasurer's Report

Treasurer LoVerde reviewed the Treasurer's Report.

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

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

The motion passed 5-0

7. Reports of Park Officials

President Genualdi hopes that the parks open soon and the weather cooperates.

There was no attorney's report.

8. Board Reports

Bob Kreiling, Park Patrol

- The new Tracking System is in place.
 - Evaluating and refining Track Tag Locations.

- Some of the tags have been difficult to locate.
 - Developing a “User Manual” with pictures and exact location of tags.
- Park Patrol Staff have completed the “Sexual Harassment Training”.

We had no new park incidences.

Robin Brey, Office Manager/Recreation Program Supervisor

- Spring Egg Scramble will be March 27th at Tam Golf Course. Kids will scramble to find eggs, take photos with the Bunny and enjoy a breakfast to go! This special event is sold out.
- In-person programs continue to move forward. Drum lessons and dance classes began a new session with the maximum number of participants allowed.

Julie Jentel, Marketing

- Working with staff on a Summer Camp Guide to come out at the end of the month.
- I am also working with staff preparing for a Summer Fun Guide.
- Updating the website as more programs are running.
- Emails are sent for all programs & events, as well as social media posts.

Jim Majewski, Park Services

- New Chlorinators have been installed at Oasis pool and staff has some rewiring to do to new pump
- Pioneer batting cage roof will be repaired and returfed
- Pioneer batting cage startup work will start shortly
- Summited paperwork to ComEd for a lighting upgrade at Golfview gym
- Dog waste stations will be going up in the next couple of weeks

Jim Stoneberg, Tam Golf Course Maintenance

- Gathering pricing ongoing along with purchase orders for purchasing materials and supplies for the season.
- Processing new and rehire employees for the year. Weather permitting will be starting staff to begin course clean up from the long hard winter we had.
- The declining Arborvitae (evergreen screening along the main drive by 9 green) have been removed and will be replaced with same type for screening off the drive and putting green area. Once plants are available Park Services helped removed them and will help with replacement.
- Budgeted 2021 utility vehicle been ordered just awaiting state purchase contract. With the ongoing pandemic there is a 2- 3month lead time for delivery.

Marty Stankowicz, IceLand

- The outdoor rink was shut down on Monday 8 March due to high temperatures predicted all

week. It will be allowed to melt and thaw before cleaning the concrete surface. There is interest in renting for a roller hockey league and for lacrosse.

- We finish up the winter hockey season on March 14. We managed to get each team 8 games in February and March. Games were played against other Park Districts and teams were kept static as much as possible. Spring hockey registration started, and the league will begin on April 1st.
- Spring skating classes started on Monday March 5th and will run 4 weeks. We plan to open up a bit and run an 8-week spring session that starts in April and runs until Summer in June.
- Iceland continues to operate as safe as we can to protect staff and customers. More time has been added between games/classes to eliminate contact between groups. Entry to the building is through the front door and exit is on opposite side of the building. We are not allowing spectators inside except for hockey games, and it is limited to one person per player.
- No locker rooms are being used as they are too small to social distance and tend to attract unnecessary loitering. Chairs have been set up around the perimeter of the rink so skaters/players can tie skates. All players are encouraged to come dressed and ready to play. Entry to the building is allowed 12 minutes before game time.
- We are currently planning for summer classes and camps and will continue to be one of the safest facilities in the area following IDPH guidance.

Lindsay Kmetty, Pioneer Park

- **Pioneer Park:**
 - Pioneer is scheduled to open for the season Saturday, April 10th.
 - Staff is currently being scheduled and excited to be back! The majority have already completed their sexual harassment training and are ready to begin work.
 - We have inventoried and ordered all mechanical parts for the batting cages that get replaced annually. Those arrive this week and will be installed ASAP.
 - Spring clean up landscaping has begun. We will be trying to coordinate with Notre Dame students looking for service hours over their spring break to help with mulch and landscaping rocks again this year.
 - Everything else is right on track, we just need the weather to cooperate.
- **Sponsors**
 - 5th 3rd Bank, Har-Mil Currency Exchange, Christine Pusateri Hair Solutions, Dick's Sporting Goods, Kappy's, and Sharper Dot have renewed so far this year.

Continuing to reach out to more businesses each week

Paul Nielsen, Athletics Department

- We have 18 different sports clinics currently operating that include basketball, volleyball, soccer, and flag football for the month of March. We have scheduled the clinics to repeat for the months of April and May as all the various outdoor league are starting back up.
- The "Pod Leagues" are going along very well. There are 1250 children participating between the soccer and basketball pods. The pods operate between 830a-9p on Saturdays and Sundays at all three buildings.

- There are over 75 various weeks of camps scheduled for the coming summer. They will include basketball, soccer, volleyball and flag football. These camps are in addition to the Sports Camp at Grennan heights.
- Marketing for all spring and early summer programs is underway and the public will be seeing the offerings in the coming weeks.

Chris Zalinski, Grounds

- A few of our staff totally renovated their locker room. A big improvement.
- Late February snowstorms kept our staff busy with snow and ice removal as well as salting where needed.
- Our trucks and snowplows held up without requiring any major repairs.
- We used the yellow snow blower attached to the front of the green tractor to clean the long sidewalks several times at the appropriate parks.
- New yellow lines were painted inside our shop for safety reasons to help all who parked vehicles inside. We also painted new yellow lines to help staff be aware of our equipment.
- We ordered three semi-trucks of rock salt for our two salt trucks. We used about half of the salt during all of the storms. The rest is in our storage bin.
- We are buying a new bucket for our 26-year-old skid steer tractor.
- We stored snow at the rear of Tam Tennis. Most of the snow was trucked to this lot from other lots so we could open up as many parking spots as possible.
- Our mechanic and the rest of our Park Services staff worked well together to keep our machinery working. The work included the long time needed large front end loader bucket maintenance for the larger JCB loader plus a new tow hitch install for Truck 19.
- Staff is replacing existing turf pieces where needed.

Laura Newton, Tam Tennis

- Our junior and adult classes are filled up this session and it runs until June 6th.
- We are still going strong with court rentals. We are roughly \$26,000 ahead of last year.
- We continue to host USTA matches on the weekends.

Peter Dubs, Tam Golf Course

- Staff training will take place from March 11-14 and we will be ready to open as soon as more consistently mild weather returns.
- We anticipate both leagues and permanent tee times will be up this year and should surpass revenue projections. Our total number of groups should even surpass pre-pandemic totals. Fees will be coming in over the next few weeks and are due by April 16th.
- Programming returned to the Tam Golf Learning Center this month and many of these classes have filled to capacity. Our programs for the 7–12-year-old age group are already full until June.
- First Aid and CPR training for staff members is scheduled to take place March 25th.

9. New Business

A. Discussion/Approval of a contract with UKB for time keeping software

Back in July the board approved a contract with Tyler Technologies for their timekeeping software in the amount of \$45,913. As staff proceeded with the setup of the software, they realized the scheduling portion of the software would not meet their needs, and it would be cumbersome and time consuming for staff. Staff then went back to Kronos, which recently merged with a company called UKB, to see if their pricing had changed. Originally, the savings with Tyler Technologies for a 3-year period was \$19,000 because annual maintenance costs were much higher. UKB has adjusted the maintenance pricing for the Kronos system which will net a savings of about \$4,000 over the Tyler system. Staff is recommending the park district enter into a contract with UKB for their timekeeping system in the amount of \$42,182.

A motion was made by Vice President O'Donovan and seconded by Commissioner Hynes to enter into a contract with UKB for their timekeeping system in the amount of \$42,182.

Recording Secretary Petrie called the roll:

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

The motion passed 5-0

B. Discussion on Oasis pool

Staff informed the board that if the pool were to open today, under the rules of the Illinois Department of Public Health (IDPH), the park district would have a limit of 50 people where 30 feet of distance is kept between groups. Staff is still trying to determine if it would be possible to have more than one group of 50 people at a time while maintaining 50 feet of distance between them. Previously staff and the board had discussed limiting the use of the pool to Niles residents only. Reservations would have to be made, for two-hour time slots per reservation. One half hour of time would be used between each reservation for sanitizing and cleaning. Staff recommends not selling pool passes as long as there is a limit on the number of people who can be in the pool. Staff is also recommending a rate of \$7.00 per person, with no discounts. Staff is still thinking through how concessions might be sold, but it seems that maintaining social distance at the concession area may not be possible. They will be able to maintain social distance when waiting in line for the slides. Staff is currently in the process of hiring lifeguards as many previous staff are not available to come back. The Village has offered the use of their pool in their off hours for training of lifeguard staff. Since the pool was closed last year, the license expired and has to be renewed. In order for the license to be renewed, the State has to come out to see the pool fully operational. Staff is working to get the pool fully operational by the beginning of May. After speaking with the State, staff learned that there were 840 pools that did not open last year and will also require an onsite inspection from the

State before opening. It is the park district's goal to have the pool fully operational by the second week in May to provide the State enough time to come out for inspection.

The board suggested opening the concession area if people can bring in their own food anyway. The board also asked if any classes would be offered or any programming like Christmas in July. Staff said that their first focus is on staffing the pool but are in the early stages of planning for classes and programming. Staff was also asked how they would deal with camps going to the pool, which staff stated they are still working on, but it likely won't be every day and it will depend on the number of campers registered as well.

10. Old Business

There was no old business to discuss.

11. Miscellaneous

Executive Director Elenz read an email sent in by a patron complimenting park district staff, specifically Robin Brey and her attention to customer service. She also thanked the park district and staff for being proactive about issuing refunds for cancelled classes and programs. She specifically asked that her message be passed along to the board and staff.

Executive Director Elenz also attempted to share a video of the virtual dance class but was unable to due to technical difficulties. He will email it to the board.

Concerts in the park have been booked in the event that they will be held.

The board also decided to resume in person board meetings in April.

12. Public Comments

There were no public comments.

13. Executive Session

The Board will not convene into executive session.

14. Adjournment

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

APPROVED:

President Genualdi
Board of Commissioners
Date: March 16, 2021

Board Secretary