



MINUTES OF THE REGULAR BOARD MEETING  
BOARD OF PARK COMMISSIONERS  
ARLINGTON HEIGHTS PARK DISTRICT  
Administration Center  
410 N. Arlington Heights Road  
June 13, 2023 at 6:30 p.m.

President Leno called the Regular Board Meeting to order at 6:31 p.m.

**ROLL CALL OF COMMISSIONERS**

Commissioners Present

T. Gelinas  
B. Owen  
J. Supplitt (via phone)  
M. Leno

Commissioners Absent

R. Nesvacil

Staff Present: Carrie Fullerton, Executive Director; Brian Meyer, Director of Recreation & Facilities; Ben Rea, Director of Parks and Planning; Jason Myers, Director of Finance and Personnel (arrived at 7:21 p.m.); Amy Seklecki, Director of Marketing; and Kathy Lydon, Recording Secretary.

Other Staff in Attendance: Rosie Gallina, Bryan Cox, Kristy McCann, Steve Neill, Jennifer Rogers, and Matt Turinsky

Residents Present: Kit DiViesti

Others in Attendance: Steve Hogan, John Stuart, Marcy Testa, and Melissa Guzior, all from Stumm Insurance, LLC, and Eric Anderson, Piper Sandler

President Leno stated that Commissioner Supplitt was on a work related trip. According to the District's bylaws, he is allowed to take part in the meeting via telephone.

Commissioner Owen moved, seconded by Vice President Gelinas, to allow Commissioner Supplitt to participate in the Board Meeting via telephone. On a voice vote, the motion was approved 3-0.

**RECOGNITION OF VISITORS & CITIZENS TO BE HEARD**

Kit Diviesti, 1121 W Alec Street, addressed the Board with her concerns over the use of 2-4D and Roundup in the parks. She stated use of these bio-accumulative products are a hidden danger, and her goal is to reduce the chemical burden on kids in Arlington Heights. She shared a list of park districts that she claims have "gone green", and would like Arlington Heights to come up with a 3-year plan to become chemical free in the parks. She would also like large signs put up to alert patrons utilizing the parks of the chemicals being used there.

President Leno thanked Ms. DiViesti for sharing her concerns, as well as the information she presented. President Leno added that Director Rea and Executive Director Fullerton are looking into this and will be doing further research, and will stay in contact with her.

### **APPROVAL OF MINUTES**

Commissioner Supplitt informed President Leno that he would not be voting to approve the minutes for the April 11, 2023 Closed Session; April 25, 2023 Closed Session; May 9, 2023 Closed Session; and the May 9, 2023 Regular Meeting because those meetings took place prior to him being sworn in as a Commissioner.

Commissioner Owen moved, seconded by Vice President Gelinias, to approve the April 11, 2023 Closed Session minutes, April 25, 2023 Closed Session minutes, May 9, 2023 Closed Session minutes, and the May 9, 2023 Regular Meeting minutes. On a voice vote, the motion was approved 3-0, with Commissioner Supplitt abstaining.

Commissioner Owen moved, seconded by Vice President Gelinias, to approve the May 23, 2023 Regular Meeting minutes. On a voice vote, the motion was approved 4-0

### **PRESENTATIONS & INFORMATIONAL REPORTS**

Executive Director Fullerton led the discussion by stating a committee consisting of herself, Commissioner Owen, Vice President Gelinias, Superintendent of HR, Rosie Gallina, and her staff was formed. This committee met with five different benefit brokers. After the meetings concluded, the committee selected one firm to attend tonight's meeting to give a presentation to the Board. Executive Director Fullerton asked Superintendent Gallina to explain the selection process to the Board. Superintendent Gallina said an RFP was put together regarding staff benefits. Inquiries were also made to other park districts and villages to see what firm they currently use. All five firms were given the exact same information to put together a one hour presentation for the committee. Stumm Insurance was unanimously selected by the committee, and asked to come tonight to give a 10 minute presentation for the Board as a part of their recommendation to authorize staff to work with Stumm Insurance for the 2024 Open Enrollment Process.

Steve Hogan, Vice President of Sales and Marketing, introduced himself as well as the other Stumm employees that were present. They each gave an overview of their role in the organization and what they can offer to the Park District. Mr. Hogan then shared his presentation with the Board.

President Leno asked what other agencies Stumm work with. Mr. Hogan responded that Lincoln Way Community High School is their largest client, but they also service about twelve Park Districts. Superintendent Gallina said that staff spoke with some of those park districts and they highly recommend Stumm for their customer service, their ability to reduce the cost of renewals when they came in high, as well as come up with ways to bundle plans to bring the cost down. President Leno asked staff what the District would be getting differently with Stumm versus our current company, Vista. Executive Director Fullerton replied the technology and service components are the two areas that will be the most helpful.

President Leno questioned what the length of this agreement would be. Executive Director Fullerton replied it is for one year. Mr. Hogan added that they are an "At will relationship" with their clients and if at any time if the District is not happy with their performance level, they are able to end the relationship.

Present Leno asked that in the future, the committee share a copy of the final proposal with the rest of the Board members that were not on the committee.

Vice President Gelinias moved, seconded by Commissioner Owen, to authorize staff to work with STUMM Insurance for the 2024 Open Enrollment Process. On a voice vote, the motion was approved 4-0.

## **OLD BUSINESS**

### RECREATION PARK POOL / BATH HOUSE GRANT:

#### COMMUNITY FEEDBACK FROM JUNE 7, 2023 PUBLIC MEETING

Executive Director Fullerton said this was one of the most populated community feedback meetings the District has ever had with around 80 people attending, along with nine staff and three architects present to answer questions. The application for the PARC grant will be submitted to the state on June 16.

Most people that attended the meeting had very positive comments about this project. There were a few concerns about what would happen to the preschool and CAP programs. Executive Director Fullerton will follow up with FGM Architects tomorrow regarding what it would cost to make the lower level usable for those programs.

Commissioner Owen stated he saw a comment regarding the concession stand being a historical part of the building, and questioned if it could be saved. Director Rea replied that a significant amount of work would need to be done to restore the concession stand to make it usable space.

President Leno stated she is not in favor of approving a resolution that states one of the amenities of this project will be a spray ground. Executive Director Fullerton said the verbiage on the application lists it as a general updated children's water play area.

Commissioner Supplitt congratulated Executive Director Fullerton and her staff on the phenomenal job they did pulling the event together and getting the feedback that they did.

#### DISCUSSION ON PARC GRANT FUNDING SOURCES – FINANCIAL FORECAST

Director Myers put together a financial forecast for the next ten years which includes the funding for the Recreation Park Pool and Bath House project even if the District does not get awarded the PARC grant. After his detailed report, he answered questions that the Board had regarding his financial forecast.

Eric Anderson of Piper Sandler talked about interest rates, inflation, debt limit, and non-referendum debt. He stated the District is in a good financial position right now to take a look at engaging in another major project with the outline that Director Myers provided.

President Leno said she is supportive of moving forward with the plan to renovate Recreation Park Pool and Bath House. She added that when the District was moving forward with the plan for the ARC, they limited spending to put aside money for that project. She wants to make a plan very specific to putting money aside for Frontier Park after the Recreation Park project is completed.

Executive Director Fullerton replied that a meeting is scheduled for June 30 to discuss results from the Community Survey, and to determine what the next projects should be along with estimated dollar amounts. They will then bring that information to the Board to plan and prioritize those projects. Frontier Park is on this list.

Executive Director Fullerton added that this will become part of the master plan so the community will be able to view it. President Leno said it is important to be transparent to the community.

APPROVAL OF RESOLUTION R-6-23 PARC GRANT

Commissioner Owen moved, seconded by Vice President Gelinias, to adopt and sign Resolution R-6-23 PARC Grant Application for Recreation Facility Development at Recreation Park.

Roll was called with:

Ayes – Owen, Gelinias, Supplitt, Leno

Nays – None

Absent – Nesvacil

Ayes – 4; Nays – 0; MOTION CARRIED

**NEW BUSINESS**

APPROVAL OF ROOFING PROJECTS

Director Rea stated there is \$336,650 budgeted for roofing projects this year. The cost to do the repairs at Davis Service Center III, Frontier Community Center, Heritage Community Center and Frontier Service Center comes to \$318,525. Director Rea prepared three options for the Board to consider for approval. The first option, which is what staff recommends, is to move forward with all roofing repairs. The second option is to do repairs to Davis Service Center III and Frontier Service Centers only; and the third option is to only replace the roof at Davis Service Center III.

<b>Roof Repair or Replacement Consideration</b>	<b>Expense</b>	<b>Warranty</b>
Davis III Service Center- EPDM Membrane	\$ 138,000	20 years
Davis III Service Center- Roof Drains	\$9,000	
Frontier Service Center- Primer/1-Coat Silicone	\$ 40,825	20 years

Commissioner Supplitt moved, seconded by Vice President Gelinias, to approve all proposed roofing repairs for the Davis Service Center III, Frontier Service Center, Frontier Community Center, and Heritage Community Center utilizing the NCPA cooperative purchase pricing submitted by Anthony Roofing for a total of \$318,525 and a total project budget of \$336,650.

Roll was called with:

Ayes – Supplitt, Gelinias, Owen, Leno

Nays – None

Absent – Nesvacil

Ayes – 4; Nays – 0; MOTION CARRIED

APPROVAL OF BROCHURE PRINTING RFP

Director Seklecki said three vendors submitted proposals for the 2023-24 Park District program guides with two options for paper weight. Woodward Printing Services came back with the lowest bid. The pricing is for the cover, interior pages and binding. The District has used Woodward Printing since 2018 and they have done a great job with printing, delivering and with customer service. Staff is recommending to move forward with Woodward Printing Services option #2 for a one year agreement.

<b>Printing Company</b>	<b>Option #1: 4 Color 50#, 92 Prem. Bright</b>	<b>Option #2: 4 Color 40#, 92 Prem. Bright</b>
<b>Woodward Printing Services Platteville, WI</b>	\$21,657	\$16,018
Yearly Total	\$66,571	\$49,654
<b>K.K. Stevens Publishing Co. Astoria, IL</b>	\$23,718	\$19,958
Yearly Total	\$71,152	\$59,874
<b>American Litho Milwaukee, WI</b>	Fall: \$26,830 Winter/Spring: \$27,649 Summer: \$28,509	N/A *Does not stock this paper*
Yearly Total	\$82,988	N/A *Does not stock this paper*

Vice President Gelinas moved, seconded by Commissioner Owen, to award the printing of the 2023-24 program guides to the lowest qualified proposal, Woodward Printing Services of Platteville, WI for option #2 in 40#, 92 bright premium, in the amount of \$49,654.

Roll was called with:  
Ayes – Gelinas, Owen, Supplitt, Leno  
Nays – None  
Absent – Nesvacil  
Ayes – 4; Nays – 0; MOTION CARRIED

APPROVAL OF 2023 LEGISLATIVE CONFERENCE EXPENSES

Commissioner Supplitt moved, seconded by Commissioner Owen, to approve \$421.03 in expenses associated with Commissioner Gelinas’ travel to the 2023 Legislative Conference; and \$402.66 in expenses associated with Commissioner Owen’s travel to the 2023 Legislative Conference

Roll was called with:  
Ayes – Supplitt, Owen, Gelinias, Leno  
Nays – None  
Absent – Nesvacil  
Ayes – 4; Nays – 0; MOTION CARRIED

#### APPROVAL OF GOLF CART LEASE AGREEMENT

Bryan Cox, Golf Operations Manager, stated the current golf cart lease is up in November 2024. With production of new golf carts being 16-24 months out, now is the time to place an order to replace the current golf carts. Bryan shared several options for both purchasing and leasing golf carts for the Board to review. The Board was also given answers to a list of questions pertaining to the golf carts that Commissioner Owen had asked prior to the meeting.

The recommendation to the Board is to approve a new 6-year lease, which will include warranty coverage and on-call service visits, including routine maintenance, for a total of 72 new golf carts with an eight cart trade-in from Yamaha Motor Sports. 62 carts will be used at Arlington Lakes, and 10 will replace the golf carts that are at Nickol Knoll. Final pricing will be determined 60 days out from delivery based on the interest rate at that time. The District will have the option to move forward with the lease, purchase the golf carts outright, or cancel the order at that time.

Commissioner Owen asked Bryan Cox to explain the rationale of leasing versus buying. He said he understands the benefits of leasing is that the servicing of carts is included in the lease agreement, but from a cost perspective, he wanted to know if the resale value of owning 72 golf carts that could be traded in at the end of the 6-year lease would offset the \$40,000 additional cost to own them, and the cost of staff maintaining them. Bryan Cox replied that in order to maintain a fleet of 72 golf carts, the District would need to add a new position of a separate golf cart mechanic to maintain the 72 golf carts. Commissioner Owen also questioned adding GPS. Bryan Cox responded that the cost for GPS is \$450 per cart, per year. President Leno asked if the Board moved forward with the recommendation presented tonight, can Bryan Cox come back with more information on GPS, if the consensus of the Board was to do so. Bryan responded yes. Commissioner Supplitt thinks GPS is not necessary because most golfers have some form of GPS through apps so to have them on the carts is redundant.

Commissioner Supplitt suggested reintroducing the caddy program. He thinks this would be beneficial to kids to learn the game of golf, while also providing jobs to teens during the summer.

Vice President Gelinias questioned if it was possible to get a small number of electric carts so staff can start learning about them and what would be required to maintain them. Bryan Cox replied the garage is small and there is not much ventilation in there but going with the EFI carts is a step in that direction. Commissioner Owen added they should start looking into costs associated with having electric golf carts in the future because that was one of the points made in the community engagement survey.

Vice President Gelinas moved, seconded by Commissioner Owen, to enter into a 6-year lease with Yamaha Motor Sports with full service and eight cart trade-in beginning in November 2024 for a total of \$361,559.16 understanding that 60 days out from the date of the lease we would have the option to go forward with the lease, purchase them outright, or even cancel the order.

Roll was called with:

Ayes – Gelinas, Owen, Supplitt, Leno

Nays – None

Absent – Nesvacil

Ayes – 4; Nays – 0; MOTION CARRIED

#### APPROVAL OF FRONTIER DAYS ALCOHOL PERMIT AREA

Executive Director Fullerton stated that because potentially there will not be enough festival Marshalls for this event, the Frontier Days volunteers want to allow people consume beer anywhere in the park, which will be fully fenced in. They will not be promoting this to the public but would like permission from the Park District ahead of time. President Leno questioned if wristbands would be given to people consuming alcohol as in past years. Executive Director Fullerton responded that she did not ask that question but would assume so. Commissioner Supplitt is not in favor of people being allowed to consume beer in the kid friendly areas for safety reasons.

Vice President Gelinas moved, seconded by Commissioner Owen, to approve allowing alcohol consumption throughout Recreation Park during the 2023 Frontier Days Festival event as long as wristbands are worn. On a voice vote, the motion was approved 3-1.

#### **PARK FOUNDATION REPORT**

Director Seklecki stated they are putting together the financials from the Pickleball Tournament that will be shared at the next meeting.

The Foundation received \$365 in sales share from Kona Ice at the Picnic in the Park event.

#### **EXECUTIVE DIRECTOR REPORT**

Executive Director Fullerton updated the Board on the following:

- The June 27, 2023 Park Board meeting has been cancelled.
- The Staff Appreciation event will be held on June 28, at Rec Park from 4:30-8:00 p.m. There will be food, swimming and games.

#### **COMMISSIONER REPORTS**

Vice President Gelinas complimented how great the pools look!

Commissioner Owen said Picnic in the Park was a huge success, and was well staffed to explain and answer questions regarding the proposed project at Rec Park.

President Leno thanked staff for getting all the pools open and commented how great it is seeing the kids outside for summer camp.

**MOVED INTO CLOSED SESSION**

Commissioner Supplitt moved, seconded by Vice President Gelinas, to hold Closed Session for personnel matters involving specific employees of the AHPD – 5ILCS 120/2(c)(1) and 5ILCS and potential acquisition of real estate 5 ILCS 120/2(c)(5) and 5 ILCS 120/2(c)(6), and 120/2(c)(2) at 8:53 p.m.

Roll was called with:

Ayes –Supplitt, Gelinas, Owen, Leno

Nays – None

Absent – Nesvacil

Ayes – 4; Nays – 0; MOTION CARRIED

**RECONVENED TO REGULAR MEETING**

At 9:21 p.m. the Regular Meeting was reconvened and the following were present:

Board: Leno, Gelinas, Owen, and Supplitt (via phone)

Staff: Fullerton, Myers, Meyer, Rea, and Lydon

Ayes – 4; Nays – 0; MOTION CARRIED

**ADJOURNMENT**

Vice President Gelinas moved, seconded by Commissioner Owen to adjourn the Regular Meeting at 9:22 p.m. On a voice vote the motion was approved 4-0.

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Maryfran H. Leno, President  
Board of Commissioners  
Arlington Heights Park District

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Carrie A. Fullerton, Secretary  
Board of Commissioners  
Arlington Heights Park District

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Date Approved