

MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
ARLINGTON HEIGHTS PARK DISTRICT
Administration Center
410 N. Arlington Heights Road
March 29, 2022 at 7 p.m.

President Leno called the Regular Board Meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

President Leno led the audience in the Pledge of Allegiance.

ROLL CALL OF COMMISSIONERS

Commissioners Present

R. Nesvacil
B. Owen
T. Gelinis (arrived at 7:05 pm)
M. Leno

Commissioners Absent

STAFF PRESENT: Carrie Fullerton, Executive Director; Brian Meyer, Director of Recreation & Facilities; Jason Myers, Director of Finance and Personnel; Ben Rea, Director of Parks and Planning; and Kendra Maher, Recording Secretary.

Other Staff in attendance: Kristy McCann, Steve Neill, Jennifer Rogers, and Don Gach & wife Sherry.

Resident: Melissa Cayer

RECOGNITION OF VISITORS & CITIZENS TO BE HEARD

Resident M. Cayer addressed the Board stating she will not be visiting the Senior Center and does not want to pay property taxes for the Senior Center, and asked the Board to use their leverage to end the tax exempt finance district in Arlington, and asked that no one refer anyone to Harper College until the property tax allocation be fixed by the State of IL.

MINUTES

No discussion.

Comr. Owen moved, seconded by Comr. Nesvacil, to approve the Joint Village of Arlington Heights minutes for February 5, 2022. On a voice vote the motion was approved 3-0.

Comr. Nesvacil moved, seconded by Comr. Owen, to approve the Regular Meeting minutes for February 22, 2022. On a voice vote the motion was approved 3-0.

President Leno asked the Board to consider making a motion to hear agenda item 8.a. R-2-22 at this time to recognize Don Gach.

Comr. Owen moved, seconded by Comr. Nesvacil to approve said motion. On a voice vote the motion was approved 3-0.

Resolution R-2-22

Pres. Leno read the resolution R-2-22 commending Don Gach for his thirteen years of dedicated service to the District as a custodian.

President Leno thanked Don Gach for his tenure and commitment to the District for the many years.

Comr. Owen moved, seconded by Comr. Nesvacil, to approve R-2-22 for the recognition of service by Don Gach to the Arlington Heights Park District. On voice vote the motion was approved 4-0.

PRESENTATIONS & INFORMATIONAL REPORTS

February, 2022 Financial Reports

Dir. Myers presented the Financial Reports.

Comr. Nesvacil inquired about additional FEMA dollars, Dir. Myers shared that we are optimistic for FEMA to provide additional resources.

Budget Presentation for Fiscal Year 2022-23

Exec. Dir Fullerton thanked staff for the dedication and hard work on the budget, it has been almost three years of COVID with no true history for the uniqueness of the pandemic. Our focus has been on cutting non-essential spending, the rec department has stepped up and we can see the potential to come and the parks department has been very conservative to help balance out the District.

Dir. Myers presented to the Board the Budget for 2022/2023. Highlighting total revenues, total expenditures, operating budget, summary of fund balances, financial forecast, tax revenues, salaries and wages, insurance, pension expenses, and capital projects.

Dir. Meyer announced that the Marketing Department is being re-developed with three full time staff to be added and will be managed under the Executive Director.

Dir. Rea presented the Parks and Planning Department budget and goals.

Dir. Meyer presented the Recreation & Facilities budget and goals, which included tennis, golf and the museum.

Dir. Myers shared that the Budget for Fiscal Year 2022/2023 will be put on public display. The District will host a public hearing on May 10, 2022, and submit the budget for approval on May 10, 2022 as well.

President Leno thanked staff for all the work that was done, very thorough and helpful.

President Leno inquired about the enterprise facilities, and where does the surplus fit into the big picture. Dir. Myers shared that the surplus supports their own capital projects.

President Leno asked that a footnote be added to explain how the revenue and expenses are allocated between athletics and other programming expenses at ARC.

Discussion between the Board and staff ensued and Dir. Myers was directed to review the amount of funds that could potentially be allocated to the general fund for future capital projects in this budget cycle.

OLD BUSINESS

None.

NEW BUSINESS

Garbage Truck Purchase

Dir. Rea shared that the District operates and owns two garbage trucks. Staff seeks to replace unit 227, a Ford F-550 chassis (purchased in 2011) and the Curbtender garbage truck compactor (presently on its second chassis). The truck has 90,000 miles on it and the garbage compactor is 20 years old. The garbage truck has reached the end of its useful life and needs replacement.

The publicly bid cooperative purchasing program Sourcewell has a contract with Curbtender, Inc. to provide a turnkey solution for the garbage truck purchase. The park district is a Sourcewell member and able to purchase the equipment from the solicited contract.

The park district is looking to purchase the following equipment:

- 2022 Ford F-550 built to specification to accommodate a garbage truck attachment
- A new Curbtender, Inc. Pup (garbage truck attachment) with a hydraulic tailgate to improve operator safety
- A placeholder of \$100,000 had previously been placed in the Capital Projects Fund for the purchase and will be adjusted to \$120,000 to cover the expense

Vice President Gelinas moved, seconded by Comr. Nesvacil, to approve the purchase of a 2022 Ford F-550 cab and chassis and Curbtender Pup from the Sourcewell purchasing cooperative, contract number 091219-CRB, for a total cost of \$119,665, from the contract vendor Curbtender Inc., Cedar Falls, IA. On a voice vote the motion was approved 4-0.

Color Coating Bid Approval

Dir. Rea presented the results of the color coating bid. A total of five contractors and ten bid houses picked up the bid, with one submitting a sealed bid for the opening on March 15, 2022. The table below summarizes the bid:

Color Contractor	Coating	Base Bid Total	Alternate #1	Alternate #2	Alternate #3
Tennis Unlimited, Inc. Watervliet, MI.	Courts	\$54,000	\$12,500	\$5,460	\$11,910

The following information summarizes the bid results:

- The base bid included filling cracks and depressions, Armor Crack Repair, and color coating the Carousel and Greens Parks basketball courts.
- The base bid also included filling cracks and depressions, as well as Armor Crack Repair and color touch-ups to the Raven tennis/basketball courts and crack filling/color touch-ups for the Victory Park tennis courts.
- Alternate #1 provides an upcharge to color coat all of the Victory Park tennis court, instead of just touch-ups.
- Alternate #2 provides pricing to fill cracks and depressions and color touch-ups to the northeast tennis court at Pioneer Park.
- Alternate #3 provides pricing to fill cracks and depressions and color touch-ups to the tennis/basketball courts at Hasbrook Park.
- The exterior tennis courts at Forest View Racquet and Fitness club are also scheduled to be completed this summer and were inadvertently omitted from the bid package by staff. A new bid will be released for the site and brought back to the Board at a future meeting.
- Staff bid the color coating early this year in an attempt to avoid the high pricing experienced last summer. Staff has worked with the contractor previously and found their work acceptable. The color coating will be completed after May 1st.

Comr. Nesvacil moved, seconded by Comr. Owen, to accept the color coating base bid and alternates one through three as submitted by Tennis Courts Unlimited, Watervliet, MI. for a total of \$83,870. On a voice vote the motion was approved 4-0.

Seal Coating Bid Approval

Dir. Rea presented the bids for color coating on February 28, 2022. A total of nine contractors and ten bid houses picked up the bid, with six submitting a sealed bid for the opening on March 15, 2022. The table below summarizes the bid:

Seal Coating Contractor	Base Bid Total	Alternate #1	Alternate #2	Alternate #3
Patriot Pavement Maintenance Des Plaines, IL.	\$19,542.00	\$500.00	\$5,500.00	\$3,500.00
Pavement Systems, Inc. Blue Island, IL.	\$23,455.00	\$1,125.00	\$7,059.00	\$4,235.00
Denler, Inc. Joliet, IL.	\$25,080.77	\$5,787.66	\$4,876.89	\$2,474.36
Hastings Asphalt Services, Inc. Harvard, IL.	\$27,479.98	\$360.00	\$8,581.55	\$5,402.27
S & R Sealcoating, LLC. Chicago, IL.	\$28,346.00	\$252.00	\$8,688.88	\$5,442.60
SKC Construction, Inc. Elgin, IL.	\$30,167.71	\$150.00	\$7,986.60	\$3,500.00

The following information summarizes the bid results:

- The base bid includes crack filling, seal coating, and striping the parking lots at the Administration Center (both parking lots), Lake Arlington, and the Arlington Ridge Center
- Alternate #1 provides an estimate to crack fill the west parking lot at the Davis St. Service Center
- Alternate #2 provides an estimate for crack filling, seal coating, and striping the parking lot at Pioneer Park
- Alternate #3 provides an estimate for crack filling, seal coating, and striping the parking lot at Camelot Park
- Staff has worked with the contractor previously and found their work acceptable. The crack filling, sealcoating, and striping will be completed after May 1st

Vice President Gelinas moved, seconded by Comr. Owen, to approve the base bid and alternates one through three as submitted by Patriot Pavement Maintenance, Des Plaines, IL. for a total of \$29,042.00 and a not to exceed project budget of \$34,042.00. On a voice vote the motion was approved 4-0.

February, 2022 Vouchers

Dir. Myers provided the February, 2022 vouchers listing.

Vice President Gelinas moved, seconded by Comr. Owen, to approve the Voucher Listing for the month of February, 2022, in the amount of \$479,136.30 and the payroll and payroll related expense distribution for the month of February, 2022 for \$901,193.67.

Roll was called with:

Ayes – Gelinas, Owen, Nesvacil, Leno

Nays – None

Absent – None

Ayes – 4; Nays – 0; MOTION CARRIED

EXECUTIVE DIRECTOR REPORT

Exec. Dir. Fullerton asked the Board to order a shirt for the 2022 parades from the vendor link provided.

Hearts of Gold luncheon is Sunday, April 24th, and asked if who would like to attend. Comr. Owen and VP Gelinas will attend.

DEI committee is organizing a walk for Autism on April 2, at Lake Arlington, please join us.

Arbor Day, Friday, April 29 at Pioneer Park will be attended by Comr. Nesvacil, Comr. Owen and VP Gelinas.

Exec. Dir. Fullerton shared that she will be signing the agreements this week for the OSLAD Grant application with FGM and Hitchcock.

Exec. Dir. Fullerton shared that we have discussed doing a strategic plan for 2023. Hitchcock would like to do our comprehensive plan, and on their team would be FGM, with an initial

proposal of \$125K for a community survey and master plan. The Board would like to see a presentation from all parties that would be involved.

COMMISSIONER REPORTS

President Leno shared that the Wrestling Event at Camelot Park last Saturday night was a big hit. Seth Goldberg thanked her personally for the fee waiver, and reported that the event was sold out and a donation of \$1700 was made to Chicago Adaptive Sports. Thank you to staff for working with Mr. Goldberg and making it a memorable evening.

MOVED INTO CLOSED SESSION

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

Roll was called with:

Ayes – Gelinias, Owen, Nesvacil, Leno

Nays – None

Absent – None

Ayes – 4; Nays – 0; MOTION CARRIED

RECONVENED TO REGULAR MEETING

At 9:30 p.m. the Regular Meeting was reconvened and the following were present:

Board: Nesvacil, Owen, Gelinias, Leno

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

Resident: M. Cayer

No action was taken from closed session.

ADJOURNMENT

Vice President Gelinias moved, seconded by Comr. Owen, to adjourn at 9:31 p.m. On a voice vote the motion was approved 4-0.

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

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

Date Approved