

MINUTES OF THE REGULAR BOARD MEETING  
BOARD OF PARK COMMISSIONERS  
ARLINGTON HEIGHTS PARK DISTRICT  
Administration Center  
410 N. Arlington Heights Road  
November 23, 2021 - 7:00 p.m.

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

PLEDGE OF ALLEGIANCE

Vice President Gelinas led the audience in the Pledge of Allegiance.

ROLL CALL OF COMMISSIONERS

Commissioners Present

R. Nesvacil  
B. Owen  
T. Gelinas

Commissioners Absent

M. Leno

STAFF PRESENT: Carrie Fullerton, Executive Director; 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.

RECOGNITION OF VISITORS & CITIZENS TO BE HEARD

None.

MINUTES

No discussion.

Comr. Owen moved, seconded by Comr. Nesvacil, to approve the October 23, 2021 Joint Meeting with Arlington Heights Memorial Library, and November 9, 2021 Public Hearing & Regular Meeting minutes. On a voice vote the motion was approved 3-0.

PRESENTATIONS & INFORMATIONAL REPORTS

October, 2021 Budget Summary

Dir. Myers presented the summary.

Comr. Owen inquired about tennis club's revenue being down. Dir. Myers shared that the timing of posted revenues will be seen towards the end of the year and will improve in the winter.

2<sup>nd</sup> Quarter Comprehensive Plan Update

Dir. Myers shared with the Board updated goals and objectives for the second quarter, with the intention that staff provides these updates quarterly.

Vice President Gelinas and Comr. Nesvacil both were curious about the future of Garibaldi's at Melas, with possible alcohol sales. Comr. Nesvacil shared an idea of Garibaldi's being a part of other concession opportunities, i.e. pools.

Exec. Dir. Fullerton explained that Dir. Meyer is in conversations with Garibaldi's about next year but nothing has been determined, some concern over staffing age-appropriate individuals to serve alcohol at Melas.

#### Potential 2022/23 Capital Projects and Proposed FT Positions

Dir. Myers started by explaining how it is estimated that between \$3.5 to \$4 million worth of capital resources will be available, and gave an overview of what could be included. This will continue to be adjusted as the budget is prepared.

Dir. Rea added that we continue to address infrastructure, to help maintain a healthy overall approach to help avoid a spike in capital needs in a future year.

Exec. Dir. Fullerton shared a recommendation of adding 10 full-time positions for a total of 88 budgeted for the 2022/23 fiscal year, with start dates of May 1, 2022 or later. In summary the following positions would be added, Director of Marketing & Community Engagement, Guest Services Coordinator, one additional Marketing position, two full-time grounds positions, one full-time general trades position, Recreation Supervisor to manage Special Events (rentals and birthday parties), two current golf maintenance part-time to full-time, and one additional HR staff full-time.

#### Membership and Program Fees

Supt. McCann gave an overview as staff prepare for the 22/23 budget. On January 11, 2022 staff will present fees in the following areas – golf course, tennis clubs, ARC Membership, Summer Splash Pass, and CAP. Direction has been given to staff that all program fee increases should see a minimum of a 3% increase.

Comr. Owen asked that the 6.2% inflation rate be taken into consideration with fee increases.

#### OLD BUSINESS

None.

#### NEW BUSINESS

##### October, 2021 Vouchers

Dir. Myers provided the October, 2021 vouchers listing. No discussion.

Comr. Owen moved, seconded by Comr. Nesvacil, to approve the Voucher Listing for the month of October, 2021, in the amount of \$856,034.02 and the payroll and payroll related expense distribution for the month of October, 2021 for \$900,898.27.

Roll was called with:

Ayes – Owen, Nesvacil, Gelinas

Nays – None

Absent – Leno

Ayes – 3; Nays – 0; MOTION CARRIED

Ordinance 719 – Tax Levy

Dir. Myers shared the 2021 tax levy is a 4.99% increase over the 2020 tax extensions. The Property Tax Extension Limitation Law limits the amount of the increase to 5% or the CPI, whichever is less. The CPI increase for December 2020 was 1.4%; this is lower than 2019, which was 2.3%.

Adjustments have been made in the Corporate, Recreation, Museum, Social Security, and Pension Fund levies in an effort to bring their fund balances closer to the desired fund balance goal. The Debt Service Fund is based on the debt maturity schedule.

The total tax rate generated for 2021 is estimated to be \$.479 per \$100 equalized assessed valuation.

Comr. Owen moved, seconded by Comr. Nesvacil that the Ordinance No. 719, "An Ordinance Levying Taxes for the Arlington Heights Park District, County of Cook and State of Illinois for the Year 2021", be adopted and passed.

Roll was called with:

Ayes – Owen, Nesvacil, Gelinas,

Nays – None

Absent – Leno

Ayes – 3; Nays – 0; MOTION CARRIED

Ordinance 720 – PTELL Reduction Formula

Dir. Myers explained in the PTELL (Property Tax Extension Limitation Law) calculation, if the preliminary aggregate rate for the funds subject to the PTELL is greater than the limiting rate, then the preliminary aggregate rate is reduced to the limiting rate. If the park district does not want rates reduced proportionately for each fund subject to the PTELL, it should pass an ordinance that gives specific instructions to the clerk to reduce the rates by a specific dollar amount or percentage of the levy. Staff recommends that the following formula be used if the levy needs to be reduced under the PTELL calculation.

Corporate Fund	100%
Recreation Fund	0%
Museum Fund	0%
Audit Fund	0%
Pension Fund	0%
Social Security Fund	0%
Insurance Fund	0%

Comr. Owen moved, seconded by Comr. Nesvacil that the Ordinance No. 720, "An Ordinance Determining the Formula to Be Used to Reduce the Levy of Each Fund On the Event the Levy and Assessment of Taxes Levy Year 2021 if it Exceeds the Tax Cap Limitations, be adopted and passed.

Roll was called with:

Ayes – Owen, Nesvacil, Gelinas

Nays – None

Absent – Leno

Ayes – 3; Nays – 0; MOTION CARRIED

Ordinance 721 – Disposal of Equipment

Dir. Rea presented a list of equipment to sold at auction, sharing that the District has been successful auctioning equipment that has become obsolete.

Comr. Owen moved, seconded by Comr. Nesvacil to approve Ordinance 721 as submitted and authorize staff to dispose of the surplus equipment via auction services or the best manner available.

Roll was called with:

Ayes – Owen, Nesvacil, Gelinas

Nays – None

Absent – Leno

Ayes – 3; Nays – 0; MOTION CARRIED

#### IMRF \$475,000 Additional Payment

Dir. Myers prepared a memo to explain the request for an additional IMRF contribution to reduce the Unfunded Actuarial Accrued Liability. No discussion.

Comr. Nesvacil moved, seconded by Comr. Owen to approve the District making an additional payment to IMRF in the amount of \$475,000. On a voice vote the motion was approved 3-0.

#### PARK FOUNDATION REPORT

Dir. Myers informed the Board that Foundation Board President Carol Gabrielsen has been awarded the Village of Arlington Heights Hearts of Gold Community Spirit Award. Carol was not able to be here tonight, but is very appreciative of receiving the award.

The Board congratulated Carol, and collectively inquired about attending the Hearts of Gold Dinner to celebrate this honor with Carol in February, 2022.

#### COMMISSIONER REPORTS

Comr. Nesvacil thanked Dir. Rea hearing that the Garden Club donation was in progress.

Vice President Gelinas is very excited to get North School Park lit up for the holidays this weekend at the lighting ceremony, looking good so far.

#### EXECUTIVE DIRECTOR REPORT

Exec. Dir. Fullerton shared that FEMA reviewed our claims and the District will be receiving another twenty-eight thousand dollars.

#### MOVED INTO CLOSED SESSION

Comr. Nesvacil moved, seconded by Comr. Owen to hold closed session for the potential acquisition of Real Estate sale/lease 5 ILCS 120/2(c)(5) and 5 ILCS 120/2(c)(6), at 8:06 p.m.

Roll was called with:

Ayes – Nesvacil, Owen, Gelinas

Nays – None

Absent – Leno

Ayes – 3; Nays – 0; MOTION CARRIED

RECONVENED TO REGULAR MEETING

At 8:21 p.m. the Regular Meeting was reconvened and the following were present:

Board: Nesvacil, Owen, and Gelinas.

Staff: Fullerton, Myers, Rea, and Maher.

Following the Closed Session Dir. Myers explained that Staff is looking for the Board to approve new lease agreements for the 500 E Northwest Hwy and 506 E Northwest Hwy, with a 6% increase at both properties and at 506 E Northwest Hwy an additional amount between \$500 - \$800 in addition to the rent be paid to the District for back taxes.

Comr. Owen moved, seconded by Comr. Nesvacil to authorize staff to enter into lease agreements with 500 and 506 E Northwest Hwy as presented. On a voice vote the motion was approved 3-0.

ADJOURNMENT

Comr. Owen moved, seconded by, Comr. Nesvacil to adjourn at 8:22 p.m. On a voice vote the motion was approved 3-0.

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Tim Gelinas, Vice 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