

MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
ARLINGTON HEIGHTS PARK DISTRICT
Administration Center
410 N. Arlington Heights Road
February 8, 2022 at 7 p.m.

President Leno called the Regular Board Meeting to order at 7:02 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. Gelinas
M. Leno

Commissioners Absent

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

Other Staff in attendance: Jennifer Rogers, Kyle Kuhs, Tyler Quattrocchi, and Scotty Holtz.

Also in attendance: Jen Kim, resident; and Noah & Hank Zabawski, Boy Scout Troop 37 and residents.

President Leno asked the Board to consider making a motion to hear item 10 on the agenda (Executive Director's Report) before item 9 on the agenda (Commissioner's Reports).

Comr. Nesvacil moved, seconded by, Vice President Gelinas to approve the motion as stated. On a voice vote the motion was approved 4-0.

RECOGNITION OF VISITORS & CITIZENS TO BE HEARD

President Leno welcomed Noah Zabawski from Hersey High School, attending the meeting to earn his Citizenship in the Community patch.

MINUTES

No discussion.

Vice President Gelinas moved, seconded by Comr. Nesvacil, to approve the January 25, 2022 Regular Meeting minutes. On a voice vote the motion was approved 4-0.

PRESENTATIONS & INFORMATIONAL REPORTSTaste of Arlington Heights proposal from Arlington Heights Chamber of Commerce

Exec. Dir. Fullerton informed the Board that Jon Ridler from the Chamber of Commerce approached the Park District about partnering and hosting a three-day "Taste of Arlington" event at Recreation Park. This has previously been offered as a one-day event, hosted in the downtown area, collaboratively with the Village's "Main Event." The Village would not be sponsoring the proposed event.

Exec. Dir. Fullerton asked the Board to share their interest or concerns for such an event. The consensus of the Board was concern of the neighbors enduring a second event at Recreation Park in four weeks' time, cost to the District that has not been budgeted, especially after financial strain due to the pandemic. Concerns were expressed that the Village should also be a part of the discussion. The Board agreed that Recreation Park is not the best location and that the District is short staffed and not budgeted to handle this expense in 2022.

Proposed 2022/23 Capital Projects

Exec. Dir. Fullerton introduced the proposed Capital Projects and shared a memo that outlined the 22 projects totaling \$3,224,193. The major proposed projects are:

Projects	2022/23
Window Replacement - Administration	\$ 616,000
Bridge Replacement - ALGC	110,000
Pond Shoreline Restoration - ALGC	88,000
Parking Lot Replacement - Dryden	94,600
Tennis Court Refinishing - Forest View	88,000
Roof Overlay - Frontier	77,700
Basketball Court Replacement Prairie Park	112,843
Roof Overlay - Heritage	78,750
Tennis Court Replacement - Recreation	436,700
Vehicle & Equipment Replacements	156,100
Park Improvements under \$75,000	336,780
Nickol Knoll Path	538,120
Dectron Replacement - ARC	490,600
Total	\$ 3,224,193

* Capital Project is Funded Through Recreation Fund

Dir. Rea also reviewed the projects with a PowerPoint of photos. Discussion between the Board and staff was ongoing.

President Leno asked staff to consider other repair options on the proposed roof projects at Frontier and Heritage Community Centers. Also, President Leno asked to hold off on the replacement of the Recreation Park tennis courts and to bring back other projects that could be considered by the Board at the February 22nd meeting.

Vice President Gelinas asked that the District continue to talk with the Village of Arlington Heights on how to save money with our paving and concrete needs.

A tentative schedule of funding was provided to the Board:

<i>Summary By Source of Funding</i>	2022/23
General Fund	-
Recreation	724,680
Heritage Tennis Club	30,250
Forest View Racquet & Fitness Club	121,550
Capital Projects Fund	2,108,243
ADA	239,470
	<u>3,224,193</u>
Tentative \$1 million transfer from General Fund to Capital Projects Fund.	

President Leno shared that Hersey High School is planning to replace the turf at the school in 2023, and it would be a good time to review our agreement.

Tyler Quattrocchi gave an update on new additions to the capital binders that were given to the Board for reference.

OLD BUSINESS

Intergovernmental Agreement with Village of Arlington Heights

Exec. Dir. Fullerton asked the Board to consider accepting the Village of Arlington Heights (VAH) offer to share a portion of their American Rescue Plan Act (ARPA) funds with the District. In recognition of the park district's pandemic expenses and losses, the VAH is authorizing a one-time \$500,000 grant for ARPA eligible programs. The agreement outlined below has been reviewed and approved by the VAH attorney and attorney Paine.

Comr. Nesvacil moved, seconded by, Comr. Owen to approve the ARPA Relief Funds Intergovernmental Agreement with the Village of Arlington Heights.

Roll was called with:

Ayes – Nesvacil, Owen, Gelinas, Leno

Nays – None

Absent – None

Ayes – 4; Nays – 0; MOTION CARRIED

Raven Park Storm Water Detention Intergovernmental Agreement and Temporary Construction and Permanent Access and Maintenance Agreement

Exec. Dir. Fullerton and Dir. Rea shared that staff has been working with the Village of Arlington Heights (VAH) over the last year and a half on the proposed storm water detention basin for Raven Park. The agencies agreed upon detention basin design and developed an intergovernmental agreement to move the project forward. The agreements outlined below have been reviewed and approved by the VAH Attorney and Attorney Paine.

Exec. Dir. Fullerton confirmed that the VAH Trustees had voted and approved both agreements at their February 7th meeting.

Raven Park Storm Water Detention Intergovernmental Agreement: Outlines the establishment of a storm water easement for VAH use, as well as construction and maintenance responsibilities.

Temporary Construction and Permanent Access and Maintenance Agreement: Outlines the details of the temporary construction easement for proposed detention basin, as well as the perpetual VAH maintenance easement.

Comr. Nesvacil moved, seconded by Comr. Owen to approve the Raven Park Storm Water Detention Intergovernmental agreement with the Village of Arlington Heights.

Roll was called with:

Ayes – Nesvacil, Owen, Gelinas, Leno

Nays – None

Absent – None

Ayes – 4; Nays – 0; MOTION CARRIED

Comr. Owen moved, seconded by Comr. Nesvacil to approve the Raven Park Temporary Construction and Permanent Access and Maintenance Agreement with the Village of Arlington Heights.

Roll was called with:

Ayes – Owen, Nesvacil, Gelinas, Leno

Nays – None

Absent – None

Ayes – 4; Nays – 0; MOTION CARRIED

NEW BUSINESS

Bulk Fertilizer Applications and Turf Products Bid Approval

Dir. Rea stated that the District annually establishes specifications, and solicits bids for the purchase and custom application of fertilizer. The contractor supplies and applies bulk fertilizer to our athletic fields twice during the growing season. The first application will include Acelepryn insecticide with the fertilizer and will be applied to field locations with excessive grub damage in 2021.

The budget for the Fiscal Year 2022/2023 fertilizer products and contractual applications is \$47,000.

In addition to the bid results, product information and application locations are attached. Nine companies downloaded the bid from the website and the following two contractors submitted a bid:

Bidders Company	Base Total	Fertilizer Application Expense	Bulk Fertilizer Expense
Tyler Enterprises/Masterblend International Morris, IL.	\$46,800.00	\$13,160.00	\$33,640.00
Chicagoland Turf Downers Grove, IL 60515	\$54,636.00	\$12,220.00	\$42,416.00

Vice President Gelinias moved, seconded by Comr. Owen to approve the bid from Tyler Enterprises/Masterblend International, Morris, IL., for the purchase of bulk fertilizer and applications totaling \$46,800.00 for fiscal year 2022/2023. On a voice vote the motion was approved 4-0.

EXECUTIVE DIRECTOR REPORT

Exec. Dir. Fullerton shared with the Board that staff continues to stay on top of the mask mandate as the situation is very fluid, and have been monitoring the situation with Attorney Paine.

Exec. Dir. Fullerton congratulated President Leno for receiving the Mike Cassidy Commissioner Community Service Award for 2021, sharing that President Leno's 20 years of volunteer service is commendable.

COMMISSIONER REPORTS

Vice President Gelinias shared his appreciation in holding the Village of Arlington Heights meeting at ALGC, and expressed his passion for all the action and use of ARC.

Comr. Owen shared his appreciation for the updates and growth of the hardscapes manual and finds it very helpful.

President Leno shared her appreciation for the Parks Department during snow removal and ice rinks that keep staff so very busy this time of year. She also congratulated staff on receiving the Distinguished Accreditation for the District.

MOVED INTO CLOSED SESSION

Comr. Nesvacil moved, seconded by Comr. Owen to hold Closed Session for Semi-Annual Review of Closed Session Minutes - 5 ILCS 120/2(c)(21), potential acquisition of real estate 5 ILCS 120/2(c)(5) and 5 ILCS 120/2(c)(6), personnel matters involving specific employees of the AHPD - 5ILCS 120/2(c)(1), and potential pending litigation - 5 ILCS 120/2(c)(11) at 8:45 p.m.

Roll was called with:

Ayes – Nesvacil, Owen, Gelinas, Leno

Nays – None

Absent – None

Ayes – 4; Nays – 0; MOTION CARRIED

RECONVENED TO REGULAR MEETING

At 9:09 p.m. the Regular Meeting was reconvened and the following were present:

Board: Nesvacil, Owen, Gelinas, Leno

Staff: Fullerton, Maher

Comr. Nesvacil moved, seconded by Vice President Gelinas that the Board has conducted the semi-annual review of closed session minutes and have determined that the following approved minutes can be released: February 25, March 10, 19, 31, April 14 & 28, May 12 & 26, June 9 & 23, 2020, and verbatim (audio) recordings be destroyed. Also, the Board approves the destruction of the closed session verbatim (audio) recordings of minutes that have been approved by the Board and have surpassed the required 18-month retention period for Closed Sessions between June 9 & 23, 2020. Furthermore, approve and release the November 23, 2021 closed session minutes, and release the September 10, 2019 closed session minutes that were previously sealed. Keeping the November 13 & December 11, 2018, July 16, August 13 & 27, October 2, 8, & 22, 2019 sealed. On a voice vote the motion was approved 4-0.

ADJOURNMENT

Comr. Owen moved, seconded by, Comr. Nesvacil to adjourn at 9:12 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