

MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
ARLINGTON HEIGHTS PARK DISTRICT
Administration Center
410 N. Arlington Heights Road
November 22, 2022 at 7 p.m.

President Leno called the Regular Board Meeting to order at 7:08 p.m.

ROLL CALL OF COMMISSIONERS

Commissioners Present

T. Gelinas
B. Owen
R. Nesvacil
M. Leno

Commissioners Absent

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

Other Staff in attendance: Kristy McCann, Jennifer Rogers, and Matt Turinsky.

Frontier Days Committee members in attendance: Jim Glueckert and Donna Jonas.

Residents Present: Barb Ottolino, John Supplitt, and Melissa Cayer.

RECOGNITION OF VISITORS & CITIZENS TO BE HEARD

Resident Barb Ottolino inquired about the status of the Recreation Park project. Exec. Dir. Fullerton explained the grant timing process, we anticipate hearing something in nine to twelve months.

MINUTES

No discussion on the regular board meeting minutes from October 25, 2022 or the joint meeting with Arlington Heights Memorial Library on October 15, 2022.

VP Gelinas moved, seconded by Comr. Owen, to approve the October 25, 2022 Regular Meeting minutes. On a voice vote the motion was approved 4-0.

VP Gelinas moved, seconded by Comr. Nesvacil, to approve the October 15, 2022 Joint Meeting with Arlington Heights Memorial Library minutes. On a voice vote the motion was approved 3-0 with VP Gelinas abstaining.

PRESENTATIONS & INFORMATIONAL REPORTS

October, 2022 Financial Reports

Dir. Myers presented the Financial Reports for October, 2022. No discussion.

Decennial Committee on Local Government Efficiency Act

Exec. Dir. Fullerton explained to the Board that Gov. Pritzker signed The Decennial Committees on Local Government Efficiency Act into law (Public Act 102-1088). The new Act, which is effective immediately, applies to units of local government that may levy any tax (other than counties and municipalities, which are specifically excluded). Attorney Paine has reviewed and this will be brought before the Board in May 2023, after the election, to create the Committee and determine meeting dates in 2023.

COMMITTEE COMPOSITION: The Committee must consist of the following members:

- All elected or appointed members of the Board of Park Commissioners
- At least two residents of the Park District (appointed by the Park Board President with advice and consent of the Park Board)
- The chief executive officer (Executive Director) of the Park District
- Additional members appointed by the Committee Chairperson (Park Board President) as deemed necessary
- The Park Board President serves as chair of the Committee
- Committee members serve without compensation

COMMITTEE DUTIES: The Committee is charged with:

- Meeting at least three times to carry out responsibilities before submitting a written report, although it can meet more if necessary.
- The law allows for the committee meetings to convene during regularly scheduled meetings of the Park District so long as certain conditions such as the Open Meetings Act and quorum requirements are satisfied. However, Attorney Paine strongly recommends convening a separate meeting. One option would be to have the Committee meeting scheduled immediately before the regular Board meeting.
- The Act requires public comment for at least three minutes. Attorney Paine recommends the adoption of formal rules for public participation in compliance with the Open Meetings Act. We already have rules governing public comment that will cover our newly created committee.
- At the conclusion of each meeting, a survey of the residents in attendance must be conducted, asking for input and feedback on matters discussed at the meeting.
- Study the Park District's statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements, and interrelationships with other governmental units and the State.
- Collect data, research, and analysis necessary to prepare a report that summarizes the Committee's findings and recommendations regarding increased accountability and efficiency.
- The report must be submitted to the County Board within 18 months of the Committee's formation.
- The report must be available to the public.
- The Committee is dissolved following the submission of the report and a new committee is formed at least once every ten years.
- The Committee is considered a public body under the Freedom of Information Act (FOIA) and must comply accordingly.

Covered local government units, including park districts, must create a committee on or before June 10, 2023 (within one year of the Act's effective date). The purpose of this Committee is to study local efficiencies and issue a report to the County board with

recommendations regarding efficiency and increased accountability. Thereafter, a new committee must convene at least once every 10 years and prepare a similar report.

President Leno asked for a motion to move to 8.a. Approval of Resolution R-10-22 – Sale of Alcohol – 2023 Frontier Days Festival, to this point in the agenda.

Comr. Nesvacil moved, seconded by VP Gelinias to address item 8.a. Approval of Resolution R-10-22 – Sale of Alcohol – 2023 Frontier Days Festival. On a voice vote the motion was approved 4-0.

R-10-22 – Sale of Alcohol – 2023 Frontier Days Festival

Exec. Dir. Fullerton introduced Jim Glueckert and Donna Jonas with the Frontier Days committee, attended in support of the application for 2023 Frontier Days Festival and requested to sell alcohol. Staff recommends moving forward with the application.

Mr. Glueckert explained the struggle with the shortage of the volunteers, and just having the carnival they did the best they could. Also thanking Exec. Dir. Fullerton for bringing to the Festival Committee's attention a grant that will provide \$104K next year to help offset security and entertainment. Mr. Glueckert and Ms. Jonas thanked the Board and Staff for their partnership in making Frontier Days possible.

Vice President Gelinias moved, seconded by Comr. Nesvacil to approve the request of Frontier Days Inc. Festival Committee for the use of Recreation Park for Festival 2023, to provide authorization by the Park Board to permit Festival 2023 to hold a raffle and to conduct bingo at the Festival contingent upon receiving the appropriate license from the Illinois Department of Revenue and conducting games in accordance with the rules of the department, and to adopt the "Resolution Authorizing the Sale, Delivery and Consumption of Alcoholic liquors limited to beer and wine at Recreation Park during the 2023 Frontier Days Festival, dependent upon approval by the Village of Arlington Heights, being compliant with state liquor requirements and providing proper insurance coverage". On a voice vote the motion was approved 4-0.

Capital Projects/Equipment for Fiscal Year 2023/24

Exec. Dir. Fullerton shared that staff is in the process of preparing proposed capital projects and equipment replacements for next fiscal year. An estimated amount of \$3,000,000 is available for new capital projects in addition to any projects that might rollover into next fiscal year. The following new capital projects and equipment replacements are under consideration for next fiscal year:

- Sport Courts at Camelot Park Tennis Courts, Heritage Park Tennis Courts, and Evergreen Park Basketball Court
- Hardscape at Arlington Lakes Golf Club Entry Walk Replacement
- Playgrounds at Happiness Park, Perfect Turf to replace SofTiles at Melas Park and Evergreen Park
- Mechanicals at Arlington Ridge Center (ARC) Activity Pool Boiler, ARC Lap/Dive Pool Boiler, ARC Domestic Boiler, Frontier Service Center Roof Top Unit (RTU), and Forest View Racquet and Fitness Club RTU
- Pools - Pioneer Pool Gutter Replacement

- Facility Infrastructure at Frontier Service Center Roof Replacement, Davis II Service Center Gutter Replacement, and Elevator upgrades at the Administration Center and Forest View Racquet and Fitness Club
- Equipment Replacement - Arbor Care Boom Truck Replacement, Electrical Boom Truck Replacement, Turf Tractor Replacement, (2) Utility Vehicles for Sidewalk Snow Removal, Golf Course Turf Care Equipment, Tilt-Bed Trailer, Davis 1 Service Center Vehicle Lift, Locating Equipment

Further information will be brought to the Board in January, 2023.

OLD BUSINESS

None.

NEW BUSINESS

Post Issuance Tax Compliance Report

Dir. Myers stated pursuant to my responsibilities as the Compliance Officer as set forth in the Debt Record-Keeping and Post-Issuance Compliance Policy, I have prepared checklists and a memo reading the General Obligation Limited Tax Park Bonds Series 2022. I believe that the District is currently in compliance with the applicable tax law requirements and no further action is necessary at this time. This report will be entered into the records of the District and are now made available to all members of the Board of Commissioners.

Ordinance 724 – Tax Levy

Dir. Myers presented the 2022 tax levy is an 8.08% increase over the 2021 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 2021 was 7.0% (maximum of 5% under PTELL); this is higher than 2020, which was 1.4%.

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 2022 is estimated to be \$.526 per \$100 equalized assessed valuation.

The following procedures were followed to be in compliance with the provisions of the act.

- The levy estimate was approved on October 25, 2022.
- Public Notice printed on November 10 and posted on District's website
- The 2020 Tax Levy Ordinance No. 724 has been available for public inspection in tentative form at the Park District Administration Offices.
- Ordinance No. 724 has been prepared in final form for adoption at the November 22, 2022 Regular Board Meeting.

VP Gelinas moved, seconded by Comr. Owen, to move that the Ordinance No. 724, "An Ordinance Levying Taxes for the Arlington Heights Park District, County of Cook and State of Illinois for the Year 2022", be adopted and passed.

Roll was called with:

Ayes – Gelinas, Owen, Leno

Nays – Nesvacil

Absent – None

Ayes – 3; Nays – 1; MOTION CARRIED

Ordinance 725 - PTELL 2022

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 0%, Recreation Fund 100%, Museum Fund 0%, Audit Fund 0%, Pension Fund 0%, Social Security Fund 0%, and Insurance Fund 100%.

VP Gelinas moved, seconded by Comr. Nesvacil that the Ordinance No. 725, “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 2022 If It Exceeds The Tax Cap Limitations, be adopted and passed.

Roll was called with:

Ayes – Gelinas, Nesvacil, Owen, Leno

Nays – None

Absent – None

Ayes – 4; Nays – 0; MOTION CARRIED

October, 2022 Vouchers

Dir. Myers presented the vouchers for October, 2022.

Comr. Owen moved, seconded by VP Gelinas, to approve the Voucher Listing for the month of October, 2022, in the amount of \$1,079,859.83 and the payroll and payroll related expense distribution for the month of September, 2022 for \$1,055,119.81.

Roll was called with:

Ayes – Owen, Gelinas, Nesvacil, Leno

Nays – None

Absent – None

Ayes – 4; Nays – 0; MOTION CARRIED

IAPD Credentials Certificate

Exec. Dir. Fullerton explained that annually, the Board must pass the Resolution on Credentials of the Illinois Association of Park Districts for the annual business meeting to be held at the State Conference in January, 2023. The Credentials Certificate must then be filed with the IAPD office in Springfield immediately. This is a routine matter that the Board takes action on annually.

VP Gelinas moved, seconded by Comr. Nesvacil for adoption of the Resolution on CREDENTIALS, appointing Vice President Tim Gelinas as Delegate to the Illinois Association of Park Districts Annual Business Meeting, with Brian Owen as 1st Alternate, Robert Nesvacil as 2nd Alternate, and Executive Director Carrie Fullerton as 3rd Alternate.

Roll was called with:

Ayes – Gelinas, Nesvacil, Owen, Leno

Nays – None

Absent – None

Ayes – 4; Nays – 0; MOTION CARRIED

2023 Board Meeting and Foundation Meeting Dates

The Board was presented with the schedule of Board Meeting dates for the upcoming year that must be approved annually. The meetings will be held at 7:00 p.m. in the Board Room of the Arlington Heights Park District Administration Center, 410 N. Arlington Heights Road, Arlington Heights. There are currently no Committee of the Whole meetings scheduled; however, meetings may be added by the Board during the year.

Also presented is the Foundation meeting schedule for 2023.

VP Gelinas moved, seconded by Comr. Nesvacil, to approve the 2022 Schedule of Park Board and Foundation meeting dates as presented. On a voice vote the motion was approved 4-0.

EXECUTIVE DIRECTOR REPORT

Exec. Dir. Fullerton updated the Board on the following:

1. Next meeting is December 13, 6:00 p.m. at Arlington Lakes Golf Course.
2. Friday, November 25th is the North School Park Tree Lighting at 4:30 p.m.
3. Senior Center Holiday Luncheon on December 9th.
4. Attorney Paine will attend the January 24, 2023 meeting to discuss Ord. 260.
5. Arlington Heights Garden Club has graciously donated \$1000 to aid our park beautification.

COMMISSIONER REPORTS

VP Gelinas shared that this is his favorite time of the year, North School Park looks awesome, and hopes that all staff can join us on December 13th for Employee Recognition.

MOVED INTO CLOSED SESSION

Comr. Nesvacil 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) and 5ILCS 120/2(c)(2) at 7:52 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 8:27 p.m. the Regular Meeting was reconvened and the following were present:

Board: Gelinas, Owen, Leno, Nesvacil

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

Resident: M.Cayer

No action was taken from Closed Session.

ADJOURNMENT

VP Gelinas moved, seconded by Comr. Owen, to adjourn at 8:28 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