

MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
ARLINGTON HEIGHTS PARK DISTRICT
Administration Center
410 N. Arlington Heights Road
November 9, 2021 - 7:00 p.m.

President Leno called the Regular Board Meeting to order at 7:03 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
M. Leno

Commissioners Absent

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

Other Staff in attendance: Steve Neill and Kristy McCann.

Also in attendance Jim Glueckert and Kim Kase, 2022 Frontier Days Co-Chairs; Eric Anderson, Piper Sandler & Co.; and Melissa Cayer, resident.

RECOGNITION OF VISITORS & CITIZENS TO BE HEARD

None.

MINUTES

No discussion.

Vice President Gelinis moved, seconded by Comr. Nesvacil, to approve the October 26, 2021 Regular Meeting minutes.

Roll was called with:

Ayes – Gelinis, Nesvacil, Leno

Nays – None

Abstain - Owen

Ayes – 3; Nays – 0; MOTION CARRIED

Executive Director Fullerton made the recommendation to the Board to move New Business items 8.a. Approval of Resolution R-7-21 and 8.c. Approval of Application for Remembering the Fallen

Comr. Nesvacil moved, seconded by Comr. Owen, to move items 8.a. and 8.c. forward in the agenda. On a voice vote the motion was approved 4-0.

NEW BUSINESS

R-7-21 Sale of Alcohol – 2022 Frontier Days Festival

Exec. Dir. Fullerton introduced co-chairs Jim Glueckert and Kim Kase, attended the meeting with the application for the 2022 Frontier Days Festival and request to sell alcohol. Staff recommends moving forward with the application.

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 2022, to provide authorization by the Park Board to permit Festival 2022 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 2022 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.

Mr. Glueckert thanked the Board and Staff for their partnership in making Frontier Days possible.

Permit Request for “Remembering the Fallen” Memorial

Exec. Dir. Fullerton introduced Juan Huerta and Greg Padovani representing the Northern Illinois Chapter of the Knights of Columbus, whom are requesting approval to host a patriotic memorial display in North School Park from May 12-15, 2022.

Both Mr. Huerta and Mr. Padovani expressed their reasons behind the importance of not forgetting the fallen, and thanked the District for their consideration.

Comr. Nesvacil moved, seconded by Comr. Owen to approve the use of North School Park for the Remembering Our Fallen traveling memorial for the dates May 12-15, 2022. On a voice vote the motion was approved 4-0.

PRESENTATIONS & INFORMATIONAL REPORTS

Bond Issuance

Eric Anderson, from Piper Sandler & Co., made a presentation regarding the District’s semi-annual bond issuance. The presentation outlined the idea to issue debt based on the debt service extension base remaining for levy years 2021 and 2022. This is approximately \$790,000 and will be used to finance capital projects throughout the District. A Public Notice was published on Saturday, October 30th in compliance with notification requirements. In order to minimize the expense of this issuance and to improve on the District’s investment returns, the plan is to have the District purchase this debt issuance at an estimated all-inclusive true interest cost of 1.25%.

Dir. Myers shared with the Board that no vote is necessary today, and the issuance will be brought back to the Board in January, 2022.

OLD BUSINESS

American Tower Lease Agreement

Dir. Rea shared that American Tower Corporation (ATC) recently contacted staff about the lease agreement that the Board approved at the June 8th Board Meeting. Their attorney made an error when putting the agreement together. The attorney assumed that ATC had purchased the ground lease from AT&T; however, that had not occurred and voids the agreement approved in June. Staff presented two separate agreements that contain all of the original lease components, except for the combination of the leases. Attorney Paine has reviewed both documents and confirmed that the following components are captured in the documents:

1. \$35,000 one-time signing bonus, payable within 30 days of full execution of an amendment.
2. Six (6) additional lease periods of five (5) years each, commencing July 1, 2022.
3. Aggregated rent beginning at the total amount of \$3,000.00 per month, commencing within 30 days of full execution of an amendment;
4. Rent to escalate by 3% per year.
5. Rent guarantee of ten (10) years.
6. Revenue share on a percentage basis (25%) for any future co-locators.

Vice President Gelinias moved, seconded by Comr. Nesvacil, to rescind the cell tower lease amendment and extension with American Tower Corporation for the cell tower located at 1440 E. Davis St. that was approved at the June 8, 2021 Board Meeting. On a voice vote the motion was approved 4-0.

Vice President Gelinias moved, seconded by Comr. Owen, to approve the amendments to the cell tower ground lease agreement with American Tower Asset Sub II, LLC, and site lease agreement with SBC Tower Holdings LLC for the cell tower site located at 1440 E. Davis St. and direct staff to execute the agreements.

NEW BUSINESS

R-8-21 Arlington Lakes Golf Club Emergency Elevator Repair

Dir. Rea explained that the elevator at ALGC was recently damaged when an overhead sewer line broke and drained onto the elevator control panel. Water penetrated into several of the control panel relays, rendering it inoperable. The elevator provides Americans with Disabilities Act (ADA) access to the facility for patrons utilizing the banquet level and staff performing their daily operational activities.

An estimate to upgrade the elevator was received from Otis Elevator Company to rebuild the elevator using the existing cab and rails and perform all necessary code upgrades for \$158,816. Typically, elevator repairs or improvements that exceed \$25,000 need to be publicly bid. The replacement components and installation are estimated to take 17 – 19 weeks. The bid process would add at least an additional month to the replacement process. In this instance, emergency expenditures are needed to repair the elevator. The bid process can be legally waived for emergency expenditures as outlined in the Illinois Park District Code.

Attorney Paine has provided Resolution R-8-21 for the Board's consideration to authorize the emergency expenditure to repair the ALGC elevator without competitive bidding.

Vice President Gelinas moved, seconded by Comr. Owen, to approve Resolution R-8-21, a resolution authorizing an emergency expenditure of \$158,816 to have Otis Elevator Company complete emergency repairs to the inoperable Arlington Lakes Golf Club elevator.

Roll was called with:

Ayes –Gelinas, Owen, Nesvacil, Leno

Nays – None

Absent - None

Ayes – 4; Nays – 0; MOTION CARRIED

Electricity Contract

Dir. Meyer shared that the District has been working with Alternative Utility Services, Inc. (AUS) for the past 14 years. Staff has been in contact with AUS and learned that the company Liberty Power who we signed a 36-month agreement, in August of 2019, for electric services has filed for Chapter 11 bankruptcy. Due to this news staff has received a quotes today, Tuesday, November 9th to be fiscally responsible. Our past rate with Liberty was .05362 per kilowatt hour, and today the Staff received a quoted rate of .06015 per kilowatt hour with Constellation NewEnergy (CNE) for 36-months. If action is not taken our service would be transferred to ComEd whose supply prices for November are .07867 per kilowatt hour.

Comr. Owen moved, seconded by Comr. Nesvacil, to authorize Staff to enter into a 36-month agreement with Constellation NewEnergy (CNE) for electricity at a rate of .06015 per kilowatt hour as presented. On a voice vote the motion was approved 4-0.

Enterprise Fleet Lease

Dir. Rea shared that as a part of the five year lease program, a Ford F-350 Dump Truck is scheduled to be added. The program remains successful and staff recommends continuing with lease years three through five. The lease program expense for last year was \$87,773.52 and was expected to increase to \$95,811 this fiscal year. The lease expense this fiscal year will remain the same as last year, as the truck proposed will not be received until next fiscal year.

Vice President Gelinas moved, seconded by Comr. Nesvacil, to approve year three of the Enterprise Fleet Lease Program for a total of \$87,773.52 and the continuation of the five year lease agreement for years four and five.

Roll was called with:

Ayes –Gelinas, Nesvacil, Owen, Leno

Nays – None

Absent – None

Ayes – 4; Nays – 0; MOTION CARRIED

Dump Truck After Market Equipment

Dir. Rea explained with the 2021 – 2022 budget included replacement of a 2008 Ford F-450 4x4 dump truck through the Enterprise Fleet Lease Program. A 2022 Ford F-350 4x4 cab and chassis will be leased to replace the existing dump truck. An additional \$43,000 was budgeted in the Capital Projects Fund to purchase the equipment needed to up-fit the new cab and chassis. Enterprise utilizes Henderson Products, Inc. for up-fitting larger vehicles. Henderson was awarded contract 080818-HPI with Sourcewell for aftermarket equipment.

The contract was competitively bid, so no additional bidding is required for the recommended purchase. The following equipment is proposed for the new truck:

Equipment	Cost
Mark III Stainless Steel Dump Body	\$13,556.65
Western 8.5' Pro Plus Snow Plow	\$9,230.00
Tommy Gate Lift	\$6,038.79
Installation Parts and Labor	\$10,149.56
Total	\$38,975.00

Receipt of the new truck is not expected until at least July of next fiscal year, but with approval of the aftermarket equipment, the District can lock in 2021 pricing for the proposed equipment.

Vice President Gelinas moved, seconded by Comr. Nesvacil, to approve the purchase of the proposed aftermarket equipment from Henderson Products, Inc., Huntley, IL. by utilizing Sourcwell Contract 080818-HPI for \$38,975.00.

Roll was called with:

Ayes –Gelinas, Nesvacil, Owen, Leno

Nays – None

Absent – None

Ayes – 4; Nays – 0; MOTION CARRIED

Professional Development and Training

Exec. Dir. Fullerton asked that the Board approve the expenses incurred by Commissioner's Gelinas, Leno, and Owen while attending the NRPA Congress in Nashville, TN in October, 2021.

Comr. Nesvacil moved, seconded by Comr. Owen to approve \$2,135.67 in expenses associated with Commissioner Gelinas' travel to the 2021 NRPA Congress to obtain professional development and training opportunities.

Roll was called with:

Ayes – Nesvacil, Owen, Leno

Nays – None

Abstain - Gelinas

Ayes – 3; Nays – 0; MOTION CARRIED

Comr. Nesvacil moved, seconded by Comr. Owen to approve \$101.92 in expenses associated with Commissioner Leno's travel to the 2021 NRPA Congress to obtain professional development and training opportunities.

Roll was called with:

Ayes – Nesvacil, Owen, Gelinas, Leno

Nays – None

Abstain - None

Ayes – 4; Nays – 0; MOTION CARRIED

Comr. Nesvacil moved, seconded by Vice President Gelinas to approve \$2,376.20 in expenses associated with Commissioner Owen's travel to the 2021 NRPA Congress to obtain professional development and training opportunities.

Roll was called with:

Ayes – Nesvacil, Gelinas, Leno

Nays – None

Abstain - Owen

Ayes – 3; Nays – 0; MOTION CARRIED

IAPD Credentials Certificate

No discussion.

Vice President Gelinas moved, seconded by Comr. Nesvacil, for the adoption of the Resolution on CREDENTIALS, appointing President Maryfran Leno as Delegate to the Illinois Association of Park Districts Annual Business Meeting, with Vice-President Tim Gelinas as 1st Alternate, Robert Nesvacil as 2nd Alternate, and Executive Director Carrie Fullerton as 3rd Alternate.
On a voice vote the motion was approved 4-0.

2022 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. Regular Park Board Meetings are scheduled on the second and fourth Tuesdays of every month with one meeting in December. 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 2022.

Comr. Owen 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.

COMMISSIONER REPORTS

Comr. Nesvacil shared that the Garden Club has \$1000 they would like to donate to a Rec Park enhancement. Dir. Rea stated he will bring back some ideas.

EXECUTIVE DIRECTOR REPORT

Exec. Dir. Fullerton shared the invite for the Senior Center Holiday Cheer Lunch, December 10th, at the Meridian Banquets. Supt. McCann added that the event will be smaller this year, with the intent to spread out.

Exec. Dir. Fullerton shared examples of the twinkle light glasses that were purchased for the tree lighting ceremony on November 26th.

Exec. Dir. Fullerton addressed the information that was published in the Daily Herald regarding July 4th Fireworks, at this time no AHPD location or resources have been committed.

ADJOURNMENT

Comr. Nesvacil moved, seconded by Comr. Owen, to adjourn at 8:07 p.m. On a voice vote the motion was approved 4-0.

Tim Gelinis, Vice President
Board of Commissioners
Arlington Heights Park District

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

Date Approved