



MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
ARLINGTON HEIGHTS PARK DISTRICT
Administration Center
410 N. Arlington Heights Road
May 14, 2024 at 6:30pm

President Leno called the Regular Board Meeting to order at 6:36 p.m.

President Leno led the Pledge of Allegiance.

ROLL CALL OF COMMISSIONERS

Commissioners Present

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

Commissioners Absent

None

Staff Present: Carrie Fullerton, Executive Director; Brian Meyer, Director of Recreation and Facilities; Jason Myers, Director of Finance and Personnel; Amy Lewandowski, Director of Marketing and Community Engagement; John Kramer, Director of Parks and Planning; and Kathy Lydon, Recording Secretary.

Other Staff in Attendance: Kristy McCann, Sue Rohner, Jennifer Rogers, Cameron Edelman

Others in Attendance: Susan Skrudland, Vivian Menzies Tammy Petricca, Nancy Pepe, Kurt Skrudland, Andrea Hug, Keith Grossich

NEW STAFF INTRODUCTION

Superintendent McCann introduced Cameron Edelman as the new Athletic Manager. Cameron worked part time at the Park District as a CAP Activity Leader with he was younger. President Leno asked Cameron what his favorite part of working her is. Cameron said he is enjoying working with the staff and the opportunity for growth in athletics.

RECOGNITION OF VISITORS & CITIZENS TO BE HEARD

Susan Skrudland, 735 N Vail Ave, said she is happy to see the Recreation Park building is being renovated, but wants to ensure that it will still serve a broad range of residents year round. She also said that accessibility is critical and thinks the building needs an elevator.

Vivian Menzies, 212 W Fremont, hopes the Board considers changing the tentative plan and takes a long look at preserving what she considers a historic building. She said this building is not just for swimmers, and said the current bathhouse should be restored instead. Ms. Menzies also thinks the proposed deck will take away from the design of the building.

Kurt Skrudland, 735 N Vail Ave, wanted to emphasize that this building is not just a pool house, it was originally a field house. Mr. Skrudland also suggested that the vaulted ceiling in the current gym could be turned into a second story providing for additional space in the building. He would like the Board to consider planning for an elevator, even if it is not installed at this time.

Nancy Pepe, 1327 N Chestnut Ave, said the Recreation Park building needs to be designed for people with disabilities that use walkers and/or wheelchairs to have easier access through doors.

Tammy Petricca, 204 N Haddow Ave, said it is important to still offer preschool classes at Rec Park for residents with limited transportation.

President Leno thanked the guests for their comments and explained that the drawings for the Rec Park building are not done, they were only schematic drawings for the grant. President Leno said staff will look into the cost of installing an elevator before moving further with the design.

APPROVAL OF MINUTES

Vice President Gelinias moved, seconded by Commissioner Nesvacil, to approve the April 23, 2024 Regular Meeting minutes. On a voice vote, the motion was approved 5-0.

Vice President Gelinias moved, seconded by Commissioner Owen, to approve the April 23, 2024 Closed Session Meeting minutes. On a voice vote, the motion was approved 5-0.

PRESENTATIONS & INFORMATIONAL REPORTS

CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING

Director Myers shared the Certificate of Achievement for Excellence in Financial Reporting award stating this is the 38th time that the District has received this award.

OSLAD GRANT 2024 RECOMMENDATION – CENTENNIAL PARK

Executive Director Fullerton said the next OSLAD grant cycle will be coming up in July, and this may be the last year for a large appropriation from the state. Executive Director Fullerton and staff identified Centennial Park as a potential candidate for this grant to replace and repair some of the amenities there.

President Leno shared concerns of the potential project coming in over budget, and would like to establish a maximum threshold for the cost of this project. Director Kramer said staff looked at the Comprehensive Master plan and identified existing projects that would be funded in the upcoming fiscal years. Director Kramer stated if the District were to be awarded the grant, it would enable staff to pull money out of the budget that was already earmarked for improvements at Centennial Park. The Board would like to see plans for additional programming for this park after the improvements are made. The consensus of the Board was to have staff move forward with having Hitchcock draw up potential plans, and then have Lamp Construction provide estimates to present to the Board.

OLD BUSINESS

APPROVAL OF BUDGET AND APPROPRIATION ORDINANCE NO. 732

Director Myers said an additional \$150,000 was added to Contractual Services in the budget which will be split between the Recreation Fund and Corporate Fund for potential enhancements in technology throughout the District. Director Myers' reports also detailed out the additional \$515,000 in carry-over capital projects that were added making the net increase, after the additional \$150,000, a total of \$656,000.

Director Myers answered Commissioner Supplitt's questions regarding how the Appropriation amount is determined.

Commissioner Supplitt moved, seconded by Vice President Gelinias approve the Organizational Chart, Mission Statement, Comprehensive Plan Goals, department goals, part-time and updated full-time salary schedules, the Capital Projects Multiple Year Overview, the Recreation Program and Club Fees, and Ordinance No. 732, "the Combined Annual Budget and Appropriation Ordinance of the Arlington Heights Park District for the Fiscal Year beginning May 1, 2024, and ending April 30, 2025", as presented.

Roll was called with:

Ayes –Supplitt, Gelinias, Nesvacil, Owen, Leno

Nays – None

Absent – None

Ayes – 5; Nays – 0; MOTION CARRIED

Director Myers stated now that the budget has been approved, he will go back and revise the document to include the changes made before posting it to the website. After that, Director Myers will apply for the GFOA award.

NEW BUSINESS

APPROVAL OF PAVING BIDS

Park Planner Sue Rohner gave an overview of the bids that were received for the paving project. Chicagoland Paving was the lowest qualified bidder. Bids came in lower than anticipated, so the recommendation includes adding alternates #2, #4, #5, and #6 to the project.

BID TABULATION SHEET

2024 Asphalt - Various Sites	Chicagoland Paving	Obsidian Asphalt Paving	Accu-Paving Co.	Schroeder Asphalt Services
Bid Opening April 11, 2024 @ 1 PM				
Witness: Sue Rohner				
Witness: Cari Boyle				
BOND	Y	Y	Y	Y
ADDENDA ACKNOWLEDGED	Y	Y	Y	Y
TOTAL BASE BID	\$ 389,978.00	\$ 446,748.44	\$ 477,279.00	\$ 519,462.50

ALT. # 1 - FRONTIER B-BALL (ADD)	\$ 105,000.00	\$ 137,643.90	\$ 174,045.00	\$ 139,006.00
ALT. # 2 - HERITAGE B-BALL (ADD)	\$ 100,000.00	\$ 139,802.54	\$ 171,025.00	\$ 167,460.00
ALT. # 3 - PATRIOT B-BALL (ADD)	\$ 120,000.00	\$ 162,533.91	\$ 202,258.75	\$ 190,162.50
ALT. # 4 - PATRIOT PATH PATCH	\$ 10,000.00	\$ 10,695.00	\$ 16,950.00	\$ 15,750.00
ALT. # 5 - NK MAINT. PATCH	\$ 25,000.00	\$ 47,661.00	\$ 28,925.00	\$ 26,100.00
ALT. # 6 - MELAS NEW PATH	\$ 4,500.00	\$ 3,228.10	\$ 10,350.00	\$ 9,600.00

Vice President Gelinas moved, seconded by Commissioner Nesvacil, to approve Chicagoland Paving, of Lake Zurich, IL, in the amount of \$529,478.00, not to exceed \$608,900.00.

Roll was called with:

Ayes –Gelinas, Nesvacil, Owen, Supplitt, Leno

Nays – None

Absent – None

Ayes – 5; Nays – 0; MOTION CARRIED

APPROVAL OF ORDINANCE NO. 733 – DISPOSAL OF SURPLUS EQUIPMENT

Director Kramer explained these are items that no longer provide value to the District. The golf course item that may still have some value will be sold.

Purchased	Equipment Info	Original Cost:	VIN/Serial Number	Minimum Disposal price
2009	Skate Park structure	\$38,000		Scrap
2009	439- Sure Trac tilt bed trailer	\$5985	5JWTU2026A1028180	\$100

Unknown	HP Designjet T790 ePrinter	Unknown	CN1CD6H056	\$20
Unknown	Contex SD3600, model NA53A, wide format scanner	Unknown	53AA3303J22T	\$20
Unknown	Safes- approximately 18	Unknown	Unknown	\$10 each
Unknown	Miscellaneous Storage cage pieces	Unknown		\$50
Unknown	3 green paddleboats, model PW4	Unknown		\$50
Unknown	Approximately 60 blue padded chairs	Unknown		\$20
2007	280- Toro Reelmaster 2000D, model number 03431, golf course	\$20,589	Serial #270000204 Asset tag #002640	\$1000

Vice President Gelinas moved, seconded by Commissioner Nesvacil, to approve Ordinance No.733, an ordinance authorizing the disposal of personal property owned by the Arlington Heights Park District. On a voice vote, the motion was approved 5-0.

APPROVAL OF SOIL SAMPLING AND TESTING PROPOSALS AT ARLINGTON LAKES SERVICE CENTER, AND FRONTIER PARK SERVICE CENTER

Director Kramer stated there were underground storage tanks at Arlington Lakes and Frontier Park Service Centers that the District has been in a long process of obtaining a “No Further Remediation” status. Staff have been working with Gabriel Environmental Services to complete and submit the necessary IEPA reports to the state for review in order to obtain the No Further Remediation status at both sites. Director Kramer said ultimately, the District will be refunded out of the Leaking Underground Storage Tanks (LUST) fund once the process has been completed.

Commissioner Supplitt inquired about exposure to toxins to those who live or work in the area. Director Kramer responded they are both on park district property, and there has been no digging on those sites.

Vice President Gelinas moved, seconded by Commissioner Nesvacil, to approve the soil sampling and testing proposals as submitted by Gabriel Environmental Services, Chicago, IL, with a not to exceed budget of \$50,000

Roll was called with:

Ayes – Gelinas, Nesvacil, Owen, Supplitt, Leno

Nays – None

Absent – None

Ayes – 5; Nays – 0; MOTION CARRIED

APPROVAL OF NATURAL GAS CONTRACT

Director Meyer said staff contacted Alternative Utility Services Inc. (AUS), to discuss the current natural gas contract that will expire in November 2024. Director Myers stated that AUS recommended a 12-month contract due to the market still being volatile. This contract would become effective in November 2024 at a price of \$0.4250/therm.

Vice President Gelinas moved, seconded by Commissioner Supplitt, to approve a 12-month contract for a price of \$0.4250/therm for natural gas services from Interstate Gas Supply (IGS) effective starting November 2024. On a voice vote, the motion was approved 5-0.

PARK FOUNDATION REPORT

Director Lewandowski stated the Pickle Ball Tournament is this Sunday at Dryden. Currently there are 72 players registered, and \$2,500 collected in sponsorships. Some of the sponsors will be on site that day, and Dryden Elementary School will allow people to use their bathrooms. A variety of flavored pickles will be given to the winners from a Farmer's Market vendor.

EXECUTIVE DIRECTOR REPORT

Executive Director Fullerton updated the Board on the following:

- Happiness Park ribbon cutting takes place on Saturday, May 18, at 9:00 a.m.
- Thank you to Director Kramer, Director Meyer, and Superintendent Rogers for attending the Rec Park meeting today, and for the valuable input they provided regarding the pool. This project will not go out to bid until January 2025.
- The first Local Government Efficiency Act meeting is June 25. The other meetings will be held on August 13, and September 10.
- President Leno, Commissioner Owen, Director Myers and Executive Director Fullerton, as well as the Finance Director of Itasca Park District, met with Bond Advisors today to replace Piper Jaffray. A Board recommendation will be presented at the May 28 Board meeting.
- The new website launches tomorrow.
- The Green Slopes Acoustic Panels went out to bid. Since the bids came in under \$30,000, Board approval is not required. There is a 6-8 week lead time, but the panels will be installed as soon as they come in. President Leno suggested informing the residents in the surrounding area that they have been ordered and will take 6-8 weeks..
- NBC's Mr. Throwback might film an episode at Frontier Park.

COMMISSIONER REPORTS

- Commissioner Nesvacil, Commissioner Owen, and Vice President Gelinias attended the conference in Springfield last week. They thanked staff for helping to organize it.
- Commissioner Supplitt shared that he is thrilled to be on the Foundation Board.
- President Leno also attended the conference in Springfield and said that she and Executive Director Fullerton met with Illinois State Representatives Mary Beth Canty and Tracy Katz Muhl.
- President Leno asked for an update on Pickleball. Executive Director Fullerton replied that Director Meyer and Superintendent Neill worked with their team to create a hybrid approach. Director Meyer added that permit holders have been made aware of their times. Madeline Paler is planning to hold one camp at Dryden, which will leave three courts at Dryden, four at Volz, and two at Green Slopes for paddle up play.
- President Leno said it is important to do our due diligence and find out the cost of making the lower level of the Rec building usable. Executive Director Fullerton replied that she spoke with the architect and he is working on it.

MOVED INTO CLOSED SESSION

Commissioner Nesvacil moved, seconded by Commissioner Supplitt to hold Closed Session for personnel matters involving specific employees of the AHPD – 5ILCS 120/2(c)(1) and 5ILCS and potential acquisition of real estate 5 ILCS 120/2(c)(5) and 5 ILCS 120/2(c)(6), and 120/2(c)(2) at 7:40 p.m.

Roll was called with:

Ayes – Nesvacil, Supplitt, Gelinias, Owen, Leno

Nays – None

Absent – None

Ayes – 5; Nays – 0; MOTION CARRIED

RECONVENED TO REGULAR MEETING

At 9:15 p.m. the Regular Meeting was reconvened and the following were present:

Board: Leno, Gelinas, Nesvacil, Owen, Supplitt,
Staff: Fullerton

ACTION RELATED TO THE EXECUTIVE DIRECTOR'S EMPLOYEMENT AGREEMENT

Commissioner Nesvacil moved, seconded by Commissioner Owen to approve extending the Executive Director's contract by one year, for a 3-year contract. On a voice vote, the motion was approved 5-0.

Commissioner Nesvacil moved, seconded by Commissioner Owen to approve increasing the Executive Director's base salary by 4% based upon performance, a one-time \$4,000 market adjustment, and for the monthly car allowance to be included in her base salary.

Roll was called with:

Ayes – Nesvacil, Owen, Supplitt, Gelinas, Leno

Nays – None

Absent – None

Ayes – 5; Nays – 0; MOTION CARRIED

ADJOURNMENT

Vice President Gelinas, moved, seconded by Commissioner Nesvacil, to adjourn the Regular Meeting at 9:30 p.m. On a voice vote, the motion was approved 5-0.

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

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

Date Approved