

MINUTES OF THE REGULAR MEETING  
BOARD OF PARK COMMISSIONERS  
ARLINGTON HEIGHTS PARK DISTRICT

Administration Center  
410 N. Arlington Heights Road  
January 10, 2012  
7:00 p.m.

President Leno called the meeting to order at 7:01 p.m.

PLEDGE OF ALLEGIANCE

President Leno led the audience in the Pledge of Allegiance.

ROLL CALL OF COMMISSIONERS

Commissioners Present

M. Leno  
R. Nesvacil  
R. Smith  
R. Whisler

Commissioners Absent

M. Naughton

STAFF PRESENT: Steve Scholten, Executive Director; Jim Glueckert, Director of Recreation and Facilities; Brian Huckstadt, Director of Parks and Planning; Donna Wilson, Director of Finance and Personnel; Angela Neill, Recording Secretary; Paul Guza, Superintendent of Maintenance.

MINUTES

The Minutes of the Regular Meeting of December 13, 2011, were presented.

Commissioner Nesvacil moved to approve the Minutes of the Regular Meeting of December 13, 2011, as presented. Commissioner Whisler seconded the motion and it carried.

ACCOUNTS PAYABLE

The Accounts Payable list for disbursement dated January 10, 2012, was presented.

Commissioner Smith moved to approve the Accounts Payable list dated January 10, 2012, in the following amounts: for the Regular Funds in the amount of \$411,860.30; for the Pension Fund in the amount of \$144,962.23; for the Insurance Fund in the amount of \$68,297.83; for the Audit Fund in the amount of \$435.00; for the Museum Fund in the amount of \$7,597.40; for the Land Dedication Fund in the amount of \$5,425.69; for the Nickol Knoll Golf Club Fund in the amount of \$6,938.25; for the Arlington Lakes Golf Club Fund in the amount of \$27,995.34; for the Forest View Racquet & Fitness Club Fund in the amount of \$29,426.00; for the Heritage Tennis Club Fund in the amount of \$25,357.09; for the Bond Capital Projects Fund in the amount of \$455,061.26; for a Grand Total of Disbursements in the amount of \$1,183,356.39. Commissioner Whisler seconded the motion and it carried unanimously.

Commissioner Smith moved to approve the Payroll distribution for the month of December 2011 in the amount of \$1,105,052.04. Commissioner Whisler seconded the motion and it carried.

CONSENT AGENDA

President Leno presented the Consent Agenda and asked if anyone had any questions/comments regarding the Consent Agenda. There were none.

A. Fee Recommendations – Recreation Department & Revenue Facilities, FY 12/13

The Commissioners had the opportunity to review the fee recommendations and discuss them with staff at the January 4, 2012 Committee of the Whole meeting.

Move to approve the FY 2012/2013 annual program fee recommendations based upon the Arlington Heights Park District Policy Manual, Chapter VI, Recreation Department Section 2.03 effective May 1, 2012 and place on the consent agenda.

Move to approve the recommended fees & policies for Arlington Lakes Golf Course based upon the Arlington Heights Park District Policy Manual, Chapter VII, Section 1.00 -1.17 effective January 1, 2012 and place on the consent agenda.

Move to approve the recommended fees and policies for Nickol Knoll Golf Club based upon the Arlington Heights Park District Policy Manual, Chapter VII Sections 5.06 – 5.16 effective January 1, 2012 and place on the consent agenda.

Move to approve the recommended fees & policies for Forest View Racquet & Fitness Club, Heritage Tennis Club, outdoor tennis reservation fees and the summer outdoor tennis program based on the Arlington Heights Park District Policy Manual, Chapter VII, 2.00, Section 3.00 -3.22 and 4.00-4.21 effective June 1, 2012 and place on the consent agenda.

Move to approve the athletic field reservation annual recommendations for fiscal year 2012/2013 based upon the Arlington Heights Park District Policy, Chapter VI, Recreation Department, Section 6.07, effective May 1, 2012 and place on the consent agenda.

Move to approve the Facility Reservation Annual Recommendations for fiscal year 2012/2013 based on the Arlington Heights Park District Policy, Chapter VI Recreation Department, Section 10.08, effective May 1, 2012 and place on the consent agenda.

Commissioner Nesvacil moved to approve the Consent Agenda. Commissioner Whisler seconded the motion and roll was called with:

Ayes – Leno, Nesvacil, Smith, Whisler  
Nays – None  
Absent – Naughton  
Ayes – 4; Nays – 0; MOTION CARRIED

## NEW BUSINESS

### CAP/School District 25 Cooperative Agreement

Executive Director Scholten addressed the Board. He stated that the Arlington Heights Park District and Arlington Heights School District 25 have cooperated for many years in the offering and operation of the Children At Play (CAP) program. Each elementary school within School District 25 houses a CAP site. Cooperation between the School District and the Park District has been outstanding and the community has been very supportive of this recreational program. In the course of discussions with the School District, it became apparent that the agreement needed minor modifications to reflect how the program and relationship has evolved over the years. Therefore staff and attorneys from each organization met and discussed suggested changes to the agreement. The changes have been reviewed by the Park District's attorney and staff feels they accurately reflect the operation of the program and the agreement should be approved. All other portions of the agreement are as they were in the current agreement.

Commissioner Nesvacil moved to approve the agreement dated November 17, 2011 with Arlington Heights School District 25 for the operation of the cooperative Children At Play Program. Commissioner Smith seconded the motion and it carried.

Natural Gas Contract

Director Wilson addressed the Board. She stated that the Park District uses on average 283,289 therms per year of natural gas. Our current natural gas contract expires at the end of April 2012. Hans Herrmann of Cost Containment International, Inc. (C2) is recommending that we sign a new two-year contract now that would begin May 1, 2012. C2 provides the review and solicits quotes at no charge. They receive a commission from the suppliers. Currently IGS is offering the lowest cost per therm. The following chart shows the savings over what Nicor would have charged:

	2007 Actual		2008 Actual		2009 Actual		2-year 2010-2011 Actual		2-year 2012-13 Actual	
	\$/therm	cost	\$/therm	cost	\$/therm	cost	\$/therm	cost	\$/therm	cost
Average therms/year		310,360		307,625		350,749		283,289		283,289
Nicor	0.7586	\$235,439	0.9730	\$299,319	0.7700	\$270,077	0.7100	\$201,135	0.5802	\$164,364
AHPD Paid	0.7131	\$221,318	0.7900	\$243,024	0.6587	\$231,038	0.6275	\$177,764	0.4434	\$125,610
Savings over Nicor	0.0455	\$ 14,121	0.1830	\$ 56,295	0.1113	\$ 39,038	0.0825	\$ 23,371	0.1368	\$ 38,754

Director Wilson indicated that the two-year contract saves the Park District \$52,154 - compared to the price of our current contract and \$38,754 from what NiCor charges. Nicor still receives compensation for the delivery of gas and meter reading. The new contract would be for the period of May 2012 through April 2014.

Staff recommends entering into a contract with Direct Energy for natural gas and to lock the rate at .4434 cents per therm for the period of May 2012 through April 2014.

Commissioner Whisler moved to approve a contract with Direct Energy for natural gas and to lock the rate at .4434 cents per therm for the period of May 2012 through April 2014. Commissioner Nesvacil seconded the motion and it carried.

Retirement Incentive Plan

Director Wilson addressed the Board. She stated that in the past, the District has offered two IMRF Retirement Incentive programs to employees and would like to offer one again. The IMRF retirement incentive program is not the only option. The District can design its own voluntary retirement incentive plan. Many options have been explored. Staff has been working with labor attorneys at Laner Muchin to prepare a Retirement Incentive Plan for eligible participants. Those eligible employees that elect to participate in the plan will be provided a retiree health reimbursement account (RHRA). The District will credit an amount to an RHRA on behalf of the Plan participant each year until the Plan participant becomes Medicare eligible. The Plan participant may elect to provide coverage for dependents at their own cost. They will also receive a lump sum separation payment. The overall cost savings over 5 years is estimated to be \$350,000. Laner Muchin has prepared the appropriate release agreement and documents to ensure compliance with all applicable local, state, and federal laws. Components of the Retirement Incentive Plan are attached.

Commissioner Smith moved to approve the Retirement Incentive Program. Commissioner Whisler seconded the motion and it carried.

PARK FOUNDATION

The first Park Foundation meeting of the year will be held next Tuesday.

MATTERS FROM EXECUTIVE DIRECTOR

- The Hearts of Gold event will be held on February 2, 2012 (two people associated with the District will be receiving awards)

MOTION TO ADJOURN TO CLOSED SESSION

Commissioner Whisler moved to adjourn to Closed Session at 7:15 p.m. to review minutes of meetings lawfully closed under the Open Meetings Act, for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 and to discuss the appointment, employment, compensation, discipline, dismissal, performance, or personal status of employees, officers, and legal counsel for the Park District. Commissioner Nesvacil seconded the motion and roll was called with:

Ayes – Leno, Nesvacil, Smith, Whisler  
Nays – None  
Absent – Naughton  
Ayes – 4; Nays – 0; MOTION CARRIED

CLOSED SESSION

Commissioner Whisler moved to reconvene in Open Session at 8:12 p.m. Commissioner Smith seconded the motion and it carried unanimously.

CLOSED SESSION SUMMARY or ACTION, IF NECESSARY

Change in Records Status

Commissioner Nesvacil moved that the Board determines that it is no longer necessary for the protection of the public interest or the privacy of an individual to keep the following Minutes of Closed Meetings confidential, and that approval of such Minutes shall be ratified and that they shall be made accessible to the public: Closed Session at Regular Meetings on 2/10/09; 4/28/09; 1/25/11; 8/23/11; and 9/27/11 – and Closed Session at Committee of the Whole Meetings on 9/7/11. Commissioner Whisler seconded the motion and it carried.

Commissioner Nesvacil moved that the Board approves the destruction of the following closed session verbatim (audio) recordings of minutes that have been approved/released by the Board and have surpassed the required 18 month retention period: Closed Session recordings from Regular meetings on 1/27/09; 9/8/09, and 6/22/10. Commissioner Whisler seconded the motion and it carried.

Personnel

Commissioner Whisler moved to approve the revised sick time policy as presented, with the removal of item III. (Sick Leave Non-Use Incentive), with an effective date of May 1, 2012, and to approve the one-time sick time payout program for current District employees, with the five year payout period commencing May 1, 2012. The motion was seconded by Commissioner Smith and it carried.

ADJOURNMENT

Commissioner Smith moved to adjourn at 8:14 p.m. Commissioner Whisler seconded the motion and it carried unanimously.

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

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Stephen C. Scholten, Secretary  
Board of Commissioners  
Arlington Heights Park District

January 24, 2012  
Date Approved