

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

Administration Center
410 N. Arlington Heights Road
April 9, 2013
7:00 p.m.

President Leno called the 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

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

Commissioners Absent

STAFF PRESENT: Steve Scholten, Executive Director; Brian Meyer, Director of Recreation and Facilities; Brian Huckstadt, Director of Parks and Planning; Donna Wilson, Director of Finance and Personnel; Angela Neill, Recording Secretary; Sue Gwinnup, Superintendent of Recreation; Mike Keane, Fleet Supervisor; Paul Guza, Superintendent of Maintenance; John Robinson, Superintendent of Recreation.

ALSO PRESENT: Will Ploger; Tim Gelinas; Mike Rink, Construction Manager, Corporate Construction Services; Elizabeth Schiele, Reporter.

MINUTES

The Minutes of the Regular Meeting of March 19, 2013, were presented.

Comr. Smith moved, seconded by Comr. Whisler, to approve the Minutes of the Regular Meeting of March 19, 2013 as presented. On voice vote the motion was approved 5-0.

PUBLIC HEARING

Budget & Appropriation Ordinance No. 670

President Leno asked if anyone had any comments or input regarding this ordinance. There was none. Director Wilson said this ordinance has been on public display.

President Leno closed the Public Hearing.

ACCOUNTS PAYABLE

The Accounts Payable list for disbursement dated April 9, 2013, was presented.

Comr. Whisler moved, seconded by Comr. Smith, to approve the Accounts Payable list dated April 9, 2013, in the following amounts: for the Regular Funds in the amount of \$307,237.51; for the Pension Fund in the amount of \$123,666.47; for the Insurance Fund in the amount of \$69,635.49; for the Museum Fund in the

amount of \$871.62; for the Nickol Knoll Golf Club Fund in the amount of \$6,552.89; for the Arlington Lakes Golf Club Fund in the amount of \$13,616.55; for the Forest View Racquet & Fitness Club Fund in the amount of \$14,832.45; for the Heritage Tennis Club Fund in the amount of \$17,567.18; for the Bond Capital Projects Fund in the amount of \$58,306.51; for a Grand Total of Disbursements in the amount of \$612,286.67. On voice vote the motion was approved 5-0.

Comr. Whisler moved, seconded by Comr. Smith, to approve the Payroll distribution for the month of March 2013 in the amount of \$770,649.67. On voice vote the motion was approved 5-0.

NEW BUSINESS

Budget & Appropriation Ordinance No. 670

President Leno asked if there were any other questions or comments on this matter. There were none.

Comr. Smith moved, seconded by Comr. Whisler, for tentative approval of the part-time and full-time salary schedules Appendix D and E, the Capital Projects Multiple Year Overview, and Ordinance No. 670, “the Combined Annual Budget and Appropriation Ordinance of the Arlington Heights Park District for the Fiscal Year beginning May 1, 2013, and ending April 30, 2014,” be approved. On voice vote the motion was approved 5-0.

School District 214 Agreement

Sue Gwinnup, Superintendent of Recreation, addressed the Board. She said in 2003 the Park District entered into an agreement with High School District 214 for rental of Olympic Indoor Swim Center for the Hersey High School aquatic programs girl’s and boy’s swimming, as well as their water polo programs. This agreement has been for three-year increments and is up for renewal. Staff feels that the agreement has been a win/win for both agencies. Having the high school in the pool in the afternoons has proven to be a good use of the time and an excellent source of consistent revenue. The new agreement is basically the same as it has been for the past nine years; it is the addendum that changes annually. PDRMA has reviewed the insurance requirements and feels that they are appropriate.

Comr. Nesvacil moved, seconded by Comr. Naughton, to approve the Olympic Pool Agreement between the Arlington Heights Park District and School District #214 dated March, 2013. On voice vote the motion was approved 5-0.

School District 25 Agreement

John Robinson, Superintendent of Recreation, addressed the Board. He stated the intergovernmental agreement with School District 25 has expired. Staff from both districts has met the past few months to work out a five-year agreement, with an automatic renewal on a yearly basis thereafter. Attorney Riordan has reviewed the proposed agreement. Staff recommends approval of the attached intergovernmental agreement for a five-year term beginning May 1, 2013 and concluding April 30, 2018 with the agreement automatically renewing for a one-year term thereafter.

Comr. Smith inquired if in Appendix B, different types of usages are limited. He used Lacrosse as an example, citing that the verbiage technically does not allow that activity.

President Leno suggested changing the wording to from “soccer” use to “athletic” use.

Director Meyer said staff can make an amendment and then they can approve the agreement.

Comr. Naughton moved, seconded by Comr. Whisler to approve and sign the intergovernmental agreement between School District 25 and Arlington Heights Park District for a term of 5 years beginning May 1, 2013 and concluding April 30, 2018. The Agreement will automatically renew for a term of (1) one year thereafter. Along with the changes discussed here this evening. On voice vote the motion was approved 5-0.

Contract – FGM Architects

Director Huckstadt addressed the Board. He indicated that FGM Architects has completed the bidding phase, prior to the construction phase, on the Frontier Park project and staff is recommending final approval of the architect's agreement for the Frontier Park OSLAD project. The architectural services contract with FGM Architects establishes a stipulated sum (fixed fee) of 6.25% of the estimated \$3,000,000 project. The stipulated sum fee is \$187,5000, plus reimbursable expenses not to exceed \$11,300. Additional services for parking studies, traffic studies, and/or other regulatory permit requirements are not included in this fee. Director Huckstadt said Attorney Riordan has completed his review of this agreement.

Comr. Whisler asked if the work already completed by FGM is included in this number. Director Huckstadt said yes.

Comr. Naughton moved, seconded by Comr. Whisler, to approve the Frontier Park – OSLAD Renovation Project final Architectural Services fee for FGM Architects, Oak Brook IL, at \$187,500 + reimbursable expenses not to exceed \$11,300. On voice vote the motion was approved 5-0.

Contract – Corporate Construction Services

Director Huckstadt addressed the Board. He said staff recommends final approval of a contract with the firm of Corporate Construction Services Inc. to provide construction management services for the reconstruction of the Frontier Park – OSLAD renovation project. The Park District's preliminary construction budget for this project is \$3,000,000, including the value of these construction manager services. A standard AIA Construction Manager as Advisor Agreement, as amended, has been utilized with approval by Attorney Riordan.

Comr. Whisler moved, seconded by Comr. Nesvacil, to approve an AIA Construction Manager as Advisor Agreement, as amended, with Corporate Construction Services Inc. Downers Grove, IL to provide Construction Management services for the Frontier Park – OSLAD Renovation Project for a fixed fee of \$190,700. On voice vote the motion was approved 5-0.

APPROVAL OF PURCHASES

Mike Keane, Fleet Supervisor, addressed the Board. He said the District currently has three vehicles scheduled for replacement in the 2013/14 fiscal year. The State of Illinois Department of Central Management Services (CMS) has current contracts with Bob Ridings Ford of Taylorville, IL for F-Series pickup trucks and chassis-cab trucks that will meet the needs of the District. With basic factory options, the replacement vehicles will total \$77,055 delivered. Each vehicle will need additional aftermarket equipment and outfitting. Staff recommends the sale of trucks #205 and #228 using an approved on-line or live auction to recover their conservative residual value of approximately \$2,000 each. Staff also recommends transferring truck #232 for use by the irrigation technician, and auctioning #236, a 1991 Chevrolet pickup truck, with a conservative residual value of \$500.

Comr. Whisler moved, seconded by Comr. Nesvacil, to approve the State of Illinois CMS low bid for the purchase of three new 2013 Ford Super Duty trucks from Bob Ridings Ford of Taylorville IL, at a total purchase price of \$77,055, and to authorize the sale of vehicles #205, #228, and #236 by competitive on-line or live auction. On voice vote the motion was approved 5-0.

MATTERS FROM EXECUTIVE DIRECTOR

- The Historical Society Dinner will be held on April 25.
- The Arbor Day Celebration will take place at Heritage Park on April 26.
- The Soccer Kick-Off Event will be held on April 12.
- There will be a reception for Mayor Mulder on Sunday, April 28.

MATTERS FROM COMMISSIONERS

Comr. Nesvacil said the Irish Tea was a very nice event.

Comr. Whisler indicated that he will be absent for next regular Board meeting.

An agreement was made to cancel the May Committee of the Whole meeting.

ADJOURNMENT

Comr. Naughton moved, seconded by Comr. Whisler, to adjourn at 7:40 p.m. On voice vote the motion was approved 5-0.

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

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

April 23, 2013
Date Approved