MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
ARLINGTON HEIGHTS PARK DISTRICT
Administration Center
410 N. Arlington Heights Road
January 28, 2020
7:00 p.m.

President Leno called the Board Meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

President Leno led the audience in the Pledge of Allegiance.

ROLL CALL OF COMMISSIONERS

<table>
<thead>
<tr>
<th>Commissioners Present</th>
<th>Commissioners Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>W. Ploger</td>
<td></td>
</tr>
<tr>
<td>B. Owen</td>
<td></td>
</tr>
<tr>
<td>R. Nesvacil</td>
<td></td>
</tr>
<tr>
<td>T. Gelinas (arrived at 7:02 pm)</td>
<td></td>
</tr>
<tr>
<td>M. Leno</td>
<td></td>
</tr>
</tbody>
</table>

STAFF PRESENT: Steve Scholten, Interim Executive Director; Brian Meyer, Director of Recreation and Facilities; Jason Myers, Director of Finance and Personnel; Ben Rea, Director of Parks and Planning; Steve Neill, Superintendent of Recreation Facilities; Kristy McCann, Superintendent of Recreation Programs; Tyler Quattrocchi, Park Planner; Pat Klawitter, Superintendent of HR; and Kendra Maher, Recording Secretary.

Also present: Carrie Fullerton, incoming Executive Director; and Melissa Cayer, resident.

RECOGNITION OF VISITORS & CITIZENS TO BE HEARD
Residents in attendance for Green Slopes Tennis Courts project: Maureen Barnes, Jill & Bob Pelican, Gina Zebron, Lori Martin, Barry O’Neill, Cindy Jones, Mark Zurlo, and Mark Stanford.

MINUTES
No discussion or comments regarding the January 14, 2020 Regular Meeting minutes.

Comr. Owen moved, seconded by Vice President Gelinäs, to approve the January 14, 2020 Regular Meeting minutes. On voice vote the motion was approved 4-0. Comr. Nesvacil abstained from the vote.

PRESENTATIONS & INFORMATIONAL REPORTS

November & December, 2019 Financial Reports
No discussion was held regarding the reports.
ACTION ITEMS

November, 2019 Vouchers
Dir. Myers provided the November, 2019 vouchers listing and asked if there were any questions from the Board. No questions were asked.

Comr. Ploger moved, seconded by Comr. Nesvacil to approve the Voucher Listing for the month of November, 2019, in the amount of $5,520,949.62 and the payroll and payroll related expense distribution for the month of November, 2019 for $1,027,439.95.

Roll was called with:
Ayes – Ploger, Gelinas, Nesvacil, Owen, Leno
Nays – None
Absent – None
Ayes – 5; Nays – 0; MOTION CARRIED

December, 2019 Vouchers
Dir. Myers provided the December, 2019 vouchers listing and asked if there were any questions from the Board. No questions were asked.

Comr. Nesvacil moved, seconded by Comr. Owen to approve the Voucher Listing for the month of December, 2019, in the amount of $1,727,914.10 and the payroll and payroll related expense distribution for the month of December, 2019 for $1,084,152.12.

Roll was called with:
Ayes – Ploger, Gelinas, Nesvacil, Owen, Leno
Nays – None
Absent – None
Ayes – 5; Nays – 0; MOTION CARRIED

Green Slopes Tennis Courts Replacement Recommendation
President Leno welcomed residents who attended the public meeting prior to the Board Meeting, in the basement of the Administration Center, where Staff was on hand to share the plans and options for Green Slopes.

Dir. Rea introduced that the District has contracted with Gewalt Hamilton and Associates (GHA) to research and provide potential concepts to replace the tennis courts at Green Slopes Park. The following concepts were provided in November, with the exception of the single tennis court and two pickle ball court options:

<table>
<thead>
<tr>
<th>Improvement Type</th>
<th>Cost</th>
<th>Life Expectancy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Replace 8’ wide concrete service access (non ADA)</td>
<td>$35,277</td>
<td>10 – 15 years</td>
</tr>
<tr>
<td>Install 5’ wide concrete ADA accessible walk to courts</td>
<td>$77,649</td>
<td>10 – 15 years</td>
</tr>
<tr>
<td>Leave asphalt on 2 tennis courts, install 2 new tennis courts*</td>
<td>$156,854</td>
<td>10 – 15 years</td>
</tr>
<tr>
<td>Pulverize existing asphalt, install 2 new tennis courts*</td>
<td>$161,364</td>
<td>10 – 15 years</td>
</tr>
<tr>
<td>Description</td>
<td>Cost</td>
<td>Lifespan</td>
</tr>
<tr>
<td>------------------------------------------------------------------------------</td>
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</tr>
<tr>
<td>Complete tear out, install 2 new tennis courts*</td>
<td>$216,804</td>
<td>10 – 15 years</td>
</tr>
<tr>
<td>Pulverize existing asphalt, install 1 tennis and 2 pickle ball courts</td>
<td>$173,613</td>
<td>10 – 15 years</td>
</tr>
<tr>
<td>Complete tear out, install 1 tennis and 2 pickle ball courts</td>
<td>$207,878</td>
<td>10 – 15 years</td>
</tr>
<tr>
<td>Pulverize existing asphalt, install 4 new tennis courts</td>
<td>$195,948</td>
<td>10 – 15 years</td>
</tr>
<tr>
<td>Complete tear out, install 4 new tennis courts</td>
<td>$254,204</td>
<td>10 – 15 years</td>
</tr>
<tr>
<td>Pulverize existing asphalt, install 4 new pickle ball and 2 tennis courts</td>
<td>$224,477</td>
<td>10 – 15 years</td>
</tr>
<tr>
<td>Complete tear out, install 4 new pickle ball and 2 tennis courts</td>
<td>$270,875</td>
<td>10 – 15 years</td>
</tr>
<tr>
<td>Pulverize existing asphalt, install 4 new artificial turf pickle ball and 2 tennis courts</td>
<td>$385,880</td>
<td>10 – 15 years</td>
</tr>
</tbody>
</table>

*The two court options were not included in the final report; however, they remain an option for the park site.

GHA states in their report that normal life expectancy for tennis courts is 15 – 20 years before major repairs are anticipated. Construction in the detention basin may reduce life expectancy by as much as 10 years. Data provided by the Village demonstrates that water has entered the asphalt base at least 4 times in the last 2 years and is becoming trapped.

GHA also recommends that if construction is desirable, full removal and replacement should be considered to provide the greatest life expectancy. The following estimates represent moving forward with complete asphalt removal and installation of only the ADA accessible route for the following concepts:

- Installation of 1 tennis court and 2 pickle ball courts is approximately $285,527
- Installation of 2 new tennis courts is approximately $294,453
- Installation of 4 tennis courts is approximately $331,853
- Installation of 4 pickle ball and 2 tennis courts is approximately $348,524

Dir. Rea shared with the Board drawings and concepts for the replacement, and made the recommendation to construct a single tennis court with two pickle ball courts. However, Staff also recommends constructing the courts at the size needed for two tennis courts to allow for an additional future tennis court if pickle ball play is no longer desired.

The Board reviewed and clarified through discussion options and costs. President Leno asked why does Staff recommend the option proposed. Dir. Rea explained that the option proposed adds to the longevity of the space with returning a percentage of the area to greenspace which will add to the permeability that aids in storage volume of water, which will aid in the increased lifespan of the courts. Dir. Rea added that this scenario would be the best product for the space.
President Leno turned to the residents to hear from those who wanted to speak. The consensus of the public in attendance was to retain the size of four tennis courts, with a combination of tennis, pickle ball, and possible basketball hoops. President Leno liked the idea of adding basketball hoops.

Comr. Nesvacil, Comr. Ploger, and Vice President Gelinas all had concerns about having $250K budgeted, where are the additional dollars being taken from.

President Leno asked to see a side by side the option that Staff is recommending next to the option of keeping the same footprint with multiple options. This would help to see the true costs including the walks, and plans discussed this evening.

The consensus of the Board was to receive a more detailed layout of costs on the project options and tabling a decision on how to move forward. Budgets will be provided at the February 11, 2020 Board Meeting with a decision made in March when capital budgets are approved.

**Arlington Ridge Center Closeout Update**

Dir. Rea address the Board with the following construction updates that have been completed since the last Board meeting:

- Modification of the single changing stall in the women’s pool locker room and splitting it into two.
- Adding hooks in the locker rooms.
- Installation of the park district logo behind the welcome desk.
- Fine tuning the new pool mechanicals and surge tank with manufacturer technicians, Schaefges Brothers, and FGM.
- Adding additional wayfinding signage to the building.
- Installation of a drinking fountain in the fitness center in the next 2-3 weeks.

Supt. Neill reported that 3,178 memberships have been sold to date, representing 8,433 members, with 20,882 member visits. Daily paid revenues $11,259, with 440 for open gym, 125 track, 89 fitness center, and 384 pool.

**Ordinance No. 711 – $469,000 Limited Tax Bond, Series 2020**

Dir. Myers shared as part of the District’s plan to finance the capital needs of the District, Eric Anderson of Piper/Sandler has worked with Staff to prepare for the District’s annual issuance of debt. The purpose of this issuance is provide payment for a variety of capital needs as defined in the capital plan that is established during the budget process. This issuance will maximize the amount of debt the agency is able to issue for the 2019 and 2020 tax years.

The structure of the limited tax bond maturities would be interest and principal payments for two years, calendar years 2020 and 2021. These payments would be made through the Debt Service Fund. Staff will work with Mr. Anderson on Tuesday, January 28 to process the sale of these bonds and all documents will be updated for distribution at the Board Meeting.

Ordinance No. 711 was prepared by bond counsel, Chapman and Cutler and is one of the steps to implement the overall financing plan. This is “an ordinance providing for the issue of $469,000 Taxable General Obligation Limited Tax Park Bonds, Series 2020, of the Arlington Heights Park District, Cook and Lake Counties, Illinois, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District and for the
payment of the expenses thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the District’s Corporate Fund”.

Vice President Gelinas moved, seconded by Comr. Owen to approve Ordinance No. 711: An ordinance providing for the issue of $469,000 Taxable General Obligation Limited Tax Park Bonds, Series 2020, of the Arlington Heights Park District, Cook and Lake Counties, Illinois, for the purpose of providing for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District and for the payment of expense incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the District’s Corporate Fund.

Roll was called with:
Ayes – Gelinas, Owen, Nesvacil, Ploger, Leno
Nays – None
Absent – None
Ayes – 5; Nays – 0; MOTION CARRIED

Ordinance 712 – Sexual Harassment Policy
Supt. Klawitter addressed the Board explaining the work that has been done with Laner Muchin to update our policies.

On August 9, 2019 the Illinois General Assembly enacted Public Act 101-0221 which is an amendment to the State Officials and Employees Ethics Act (5 ILCS 430 5-10.) The Act requires that the District adopt a resolution or ordinance amending the District’s existing sexual harassment and discrimination policy to include a mechanism for reporting and independent review of allegations of sexual harassment made against an elected official by another elected official of the District.

Ordinance 712 will meet the requirements of the Act, and the new policy drafted by Laner Muchin and adjusted to accommodate the requirements of the Act. This policy notes any place where the new policy differs from the old policy in content/intent (order of information and wording may be different.) This includes both additions and deletions, both of which are noted on the new policy in red.

Comr. Ploger moved, seconded by Comr. Nesvacil to adopt Ordinance 712 An Ordinance Approving an Amendment to the Arlington Heights Park District Non-Discrimination and Anti-Harassment Policy. On voice vote the motion was approved 5-0.

Semi-Annual Review of Closed Session Minutes
Dir. Myers explained in accordance with the Open Meetings Act (5 ILCS 120/2(c) (21), it is required that Minutes from past Closed Session Meetings of the Board and Committee of the Whole be reviewed and/or approved semi-annually and if recommended, be made available for public access in accordance with State Statutes. It is staff’s recommendation that the following approved minutes can be released: July 10, 2018; August 14, 2018; and August 28, 2018.

Per the IAPD Law Handbook, “a legislative amendment to the Act, effective January 1, 2004, requires that the board audio or video record its closed sessions” [5 ILCS 120/2.06(a)]. The verbatim recordings must be retained for 18 months. They can be destroyed after the board
approves the minutes and also approves the destruction of the recordings. Therefore, it is recommended that the closed session verbatim (audio) recordings between December 16, 2017 and June 28, 2018 be destroyed. Note: All of the closed session minutes for these recordings have been approved by the Board.

Comr. Ploger moved, seconded by Comr. Nesvacil that the Board has conducted the semi-annual review of closed session minutes and have determined that the following approved minutes can be released: July 10, 2018; August 14, 2018; and August 28, 2018. Also, the Board approves the destruction of the closed session verbatim (audio) recordings of minutes that have been approved by the Board and have surpassed the required 18-month retention period for Closed Sessions between December 16, 2017 and June 28, 2018. On voice vote the motion was approved 5-0.

NEW BUSINESS
None.

OLD BUSINESS
None.

PARK FOUNDATION
None.

DIRECTORS REPORTS
Interim Executive Dir. Scholten invited the Board to attend the IAPD Joint Legislative Committee breakfast on February 22nd at Schaumburg Golf Club.

Interim Executive Dir. Scholten reminded the Board that the joint VAH meeting is Saturday, February 15. Discussion will include the storm retention areas brought to you at a previous meeting. Staff has not received any more information, however believe it will be discussed.

MATTERS FROM COMMISSIONERS
Comr. Nesvacil stated what a fantastic facility the ARC is. Inquired is there have been any water exercises added in the schedule gaps.

Vice President Gelinas complimented the signage on the doors and is very excited about the water fountain being installed in the fitness center.

Comr. Ploger mentioned that signage could be added to remind users to re-rack their weight when finished. Comr. Ploger inquired about the ages of youth allowed in the fitness center. Supt. Neill confirmed that ages 11 – 13 are allowed with a parent, and 14+ are permitted after taking a safety class.

Comr. Owen Staff has done a great job, and has gone above and beyond.

President Leno inquired about the meeting schedule in March. Three Board members will be absent for the March 24 meeting. Concensus of the Board is to have one meeting in March, unless a second is needed, will be moved to March 31.
ADJOURNMENT
Comr. Nesvacil moved, seconded by Comr. Ploger, to adjourn at 8:38 p.m. On voice vote the motion was approved 5-0.

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

Jason S. Myers, Assistant Secretary
Board of Commissioners
Arlington Heights Park District

Date Approved