

MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
ARLINGTON HEIGHTS PARK DISTRICT
Historical Museum
110 W. Fremont Street
April 25, 2023 at 6:30 p.m.

President Leno called the Regular Board Meeting to order at 6:35 p.m.

ROLL CALL OF COMMISSIONERS

Commissioners Present

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

Commissioners Absent

STAFF PRESENT: Carrie Fullerton, Executive Director; Jason Myers, Director of Finance and Personnel; Ben Rea, Director of Parks and Planning; Steve Neill, Superintendent of Recreation Facilities; and Alli Siamis, Recording Secretary

Other Staff in attendance: Marco Galassini

Residents Present: Frank Lesniak, Gloria Perconte, Theresa Schultz, John Supplitt

RECOGNITION OF VISITORS & CITIZENS TO BE HEARD

Recognition of Hearts of Gold Winners

ED Fullerton recognized Frank Lesniak as a winner of Hearts of Gold. He has been part of the Park Foundation for 6 years and has been instrumental in the Foundation Golf fundraiser, totaling \$616,000 over the years.

ED Fullerton recognized Theresa Schultz, active on the foundation, and very involved in many of the Park District's special events. She is the lead role for "healthy kids running series" that helped thousands of children over the years. Her newest endeavor of "Cardio Kids" will bring self-confidence and sportsmanship to participants. She thanked and gave congratulations to both hearts of gold winners.

Pres. Leno thanked both Frank and Theresa on behalf of the Board of Commissioners and residents of Arlington Heights. She recognized that the Park Foundation has been instrumental in the new accessible and inclusive playground at Recreation Park.

MINUTES

No discussion.

PRESENTATIONS & INFORMATIONAL REPORTS

February, 2023 Financial Report

No discussion.

March, 2023 Financial Report

No discussion.

FEMA Reimbursement Report

Dir. Myers summarized our grants and reimbursements from Covid-19.

Pres. Leno asked if all reimbursements have been collected and thanked the leadership team for taking the time and effort to secure funds. Dir. Myers confirmed. Comr. Owen asked if the \$22,624 loss of funds allowed us to break even after FEMA grants were received. Dir. Myers confirmed that some expenses were not allowed under FEMA, which made the funds break even.

OLD BUSINESS

Approval of Budget & Appropriation Ordinance No. 727

Dir. Myers explained the update to the Capital Project plans and paving bid that will carry over into the next fiscal year.

Pres. Leno acknowledged the comment during the public hearing. DEI and inclusion, would like staff to consider down the road adding verbiage in the budget that better explains the vast amount of DEI training that staff do on an annual basis. The District should consider clarifying an additional statement so it is better known that it is incorporated. There was clarification that the District does have an ADA fund that is specifically for accessibility.

John Supplitt, 714 S Ridge, Arlington Heights, stated that the District has a strong statement of values, and with an emphasis on DEI, he would recommend adding "accessibility". In the 23/24 Budget, the Parks and Planning highlights ADA accessibility and transition plan, which makes statements of accessibility, he would also include DEI. The other observation in Administration and Finance, the goals of the purchase of training software, the emphasis needs to be on DEI above and beyond what we required by the state. DEI training should be included in the software purchase.

Pres. Leno would like to have staff expand on current statement of values. Comr. Nesvacil agreed and pointed out the check boxes of vision and missions on each agenda item that helps identify areas for each motion.

VP Gelinas moved, seconded by Comr. Owen to approve Organizational Chart, Mission Statement, Comprehensive Goals, department goals, part-time salary schedule, the Capital Projects, Multiple Year Overview, The Recreation Program and Club Fees, and Ordinance No. 727, "the Combined Annual Budget and Appropriation Ordinance of the Arlington Heights Park District for the Fiscal year beginning May 1, 2023 and ending April 30, 2024, to include expanded verbiage and on DEI values and initiatives, as presented.

Roll was called with:

Ayes –Nesvacil, Owen, Gelinas, Leno

Nays – None

Absent – None

Ayes – 4; Nays – 0; MOTION CARRIED

NEW BUSINESS

Approval of Wearing Apparel Bid

On an annual basis wearing apparel is purchased for recreation programs and facilities. This includes apparel for participants and staff. Seven vendors picked up the bid package. Three vendors returned bids. There are 60 items on the bid. In total the bid represented 4,810 individual pieces of apparel. The following bids were received:

Bidder	Bid Total
Riverside Technologies, Inc, North Sioux City, SD	\$34,231.49
Sunburst Sportswear, Glendale Heights, IL	\$41,133.62
Empire Printing, LLC, Springfield, MO	\$41,407.11

Staff have budgeted in their individual supply accounts to pay for annual wearing apparel needs. Collectively, staff budgeted \$38,230 for this year's items. Most items are received in May and June. Youth basketball and some school year programs are received in August or September.

Staff have checked references for Riverside Technologies, Inc., one of which is a municipality in Missouri that is of similar size and bids a similar amount. Staff there had very good things to say about service, delivery, and quality.

Comr. Owen moved, seconded by Comr. Nesvacil to award the wearing apparel bid to Riverside Technologies, Inc., North Sioux City, SD, in the amount of \$34,231.49.

Roll was called with:

Ayes –Nesvacil, Owen, Gelinas, Leno

Nays – None

Absent – None

Ayes – 4; Nays – 0; MOTION CARRIED

Approval of Boiler Bids

In the fiscal year 2023/24 capital budget, \$104,610 was budgeted to complete the replacement of three boilers at the ARC. One is a domestic boiler, one boiler heats the activity pool, and the third boiler heats the lap/dive pool. All three boilers have reached their useful life and are in need of replacement.

The base bid includes the removal/disposal of the existing boilers and installation/start-up of the new boilers (including any new plumbing or flue work). The project is scheduled to be completed during the annual pool shutdown in August.

The bid was posted on April 4th and a pre-bid walk through was held on April 12th (with nine attendees). A total of 17 contractors and six bid houses picked-up the bid. The following seven bids were opened on April 18th:

Bidder	Base Bid
Jensen's Plumbing and Heating, LLC Woodstock, IL.	\$72,293.00
Cahill Heating and Air Conditioning Service, Inc. Lake Bluff, IL.	\$75,000.00
Core Mechanical, Inc. Chicago, IL.	\$95,895.00
Anchor Mechanical, Inc. Chicago, IL.	\$111,750.00
Hayes Commercial, LLC Chicago, IL.	\$136,496.00
Premistar Wood Dale, IL.	\$159,000.00
Hale & Halco Co., Inc. Elk Grove Village, IL.	\$281,873.67

The bid packages were reviewed by staff for accuracy. The bid received from Jensen's Plumbing and Heating is under the budgeted amount of \$104,610.

Staff has worked with Jensen's Plumbing and Heating on several projects (including boiler installations in 2019 at the Administration Center and Recreation Park Community Center) and recommends approval of their bid.

Comr. Gelinis moved, seconded by Comr. Owen to approve the Arlington Ridge Center boiler replacement base bid as submitted by Jensen's Plumbing and Heating, Woodstock, IL. for a total of \$72,293 and establish a project budget of \$80,000.

Roll was called with:

Ayes – Owen, Gelinis, Nesvacil, Leno

Nays – None

Absent – None

Ayes – 4; Nays – 0; MOTION CARRIED

Approval of February, 2023 Vouchers

Comr. Nesvacil moved, seconded by VP Gelinas, to approve the Voucher Listing for the month of February, 2023, in the amount of \$653,078.15 and the payroll and payroll related expense distribution for the month of February, 2023 for \$1,135,681.52

Roll was called with:

Ayes –Gelinas, Owen, Nesvacil, Leno

Nays – None

Absent – None

Ayes – 4; Nays – 0; MOTION CARRIED

Approval of March, 2023 Vouchers

Comr. Nesvacil moved, seconded by Comr. Owen, to approve the Voucher Listing for the month of March, 2023, in the amount of \$653,804.12 and the payroll and payroll related expense distribution for the month of March, 2023 for \$1,051,206.60

Roll was called with:

Ayes – Nesvacil, Owen, Gelinas, Leno

Nays – None

Absent – None

Ayes – 3; Nays – 1; MOTION CARRIED

PARK FOUNDATION REPORT

Dir. Myers stated that the Park Foundation’s pickleball tournament will take place on May 26th at Dryden Park. The Foundation will also be doing elections at the next board meeting which will then come back to the Board of Commissioners for approval.

EXECUTIVE DIRECTOR REPORT

ED Fullerton updated the Board on the following:

1. AHPD received OSLAD Grant paperwork. It has been signed and turned in
2. Arbor Day is at Hasbrook at 10am on April 29th.
3. Legislative conference in Springfield next week that leadership will be attending.
4. Correspondence from 2 staff members was presented thanking the Board for their “Dare to Dream” award.
5. ED Fullerton will administer the Oath of Office for the new commissioner during the next meeting.

COMMISSIONER REPORTS

Comr. Nesvacil thanked Dir. Rea and his staff for helping the eagle scout candidates that are working on their projects.

VP Gelinas commented on the great plantings around North School Park and thank you to the parks department for getting the garbage cans out early this year for patrons to use.

MOVED INTO CLOSED SESSION

VP Gelinias moved, seconded by Comr. Nesvacil to hold Closed Session for potential acquisition of real estate 5 ILCS 120/2(c)(5) and 5 ILCS 120/2(c)(6), and personnel matters involving specific employees of the AHPD – 5ILCS 120/2(c)(1) and 5ILCS 120/2(c)(2) at 7:08pm

Roll was called with:

Ayes –Nesvacil, Owen, Gelinias, Leno

Nays – None

Absent – None

Ayes – 4; Nays – 0; MOTION CARRIED

RECONVENED TO REGULAR MEETING

At 9:49 p.m. the Regular Meeting was reconvened and the following were present:

Board: Gelinias, Nesvacil, Owen, Leno

Staff: Myers, Fullerton

No action was taken from Closed Session.

ADJOURNMENT

Comr. Owen moved, seconded by Comr. Nesvacil, to adjourn at 9:49 p.m. On a voice vote the motion was approved 4-0.

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

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

Date Approved