

MINUTES OF THE REGULAR BOARD MEETING  
BOARD OF PARK COMMISSIONERS  
ARLINGTON HEIGHTS PARK DISTRICT  
Administration Center  
410 N. Arlington Heights Road  
July 26, 2022 at 7 p.m.

President Leno called the Regular Board Meeting to order at 7:03 p.m.

ROLL CALL OF COMMISSIONERS

Commissioners Present

T. Gelinas  
B. Owen  
R. Nesvacil (remote via phone)  
M. Leno

Commissioners Absent

STAFF PRESENT: Carrie Fullerton, Executive Director; Ben Rea, Director of Parks & Planning; Jason Myers, Director of Finance and Personnel; Brian Meyer, Director of Recreation & Facilities; and Kendra Maher, Recording Secretary.

Other Staff in attendance: Jennifer Rogers, Matt Turinsky, and Steve Neill.

Also in attendance: Steve Konters, Hitchcock Design; John Dzarnowski, FGM Architects; and Melissa Cayer, resident.

Comr. Owen moved, seconded by VP Gelinas, to approve Comr. Nesvacil to participate in meeting via the phone due to business travel. On a voice vote the motion was approved 3-0.

RECOGNITION OF VISITORS & CITIZENS TO BE HEARD

Resident Melissa Cayer stated “would you rather have a lower tax bill or a higher tax bill to support a government run day care”.

MINUTES

No discussion.

VP Gelinas moved, seconded by Comr. Owen, to approve the July 12, 2022 Regular Meeting minutes. On a voice vote the motion was approved 3-0, with Comr. Nesvacil abstaining.

PRESENTATIONS & INFORMATIONAL REPORTS

May & June, 2022 Financial Reports

Dir. Myers presented the Financial Reports for May and June, 2022. No discussion.

2021-2022 Winter-Spring Year End Report

Comr. Owen asked about the number of activities/programs at the ARC, Supt. Neill explained how the numbers reflect membership (fitness classes are included), athletics, and programs.

Hitchcock Design Group/FGM Architects Preliminary Recreation Park Masterplan Presentation

Steve Konters, Hitchcock Design Group and John Dzarnowski, FGM Architects attended the meeting for further discussion of the Recreation Park Masterplan.

Mr. Konters began with a power-point presentation giving an overview of changes made based on the conversation at the last board meeting. Discussion included an explanation of a presented drawing and the cost opinion for Phase I (potential OSLAD project), the full Master Plan cost is approximately \$5M, and included a report from Dir. Myers on the purchase price/revenue generated for the Route 14 businesses, leased property residents on Belmont, and a funding plan for the project.

The cost opinion includes the following options:

- The cost of Phase I (\$3.7M)
- A reduction to those amenities (\$2.9M)
- And, a further reduction of those amenities (\$2.8M)

Dir. Myers broke down for the Board which funds, possible grant, and Park Foundation donation would fulfill the Phase I expenses.

The current updated draft of the Master Plan represents converting the leased properties along Route 14 (E. NW Highway) to park open space which allows adjustment of the park path system, expansion of open space for passive recreation and festival events, landscape berms and beautification along the Route 14 (E. NW Highway) corridor, and shifting of the skate park west to provide room for additional southeast corner enhancements.

Discussion with the Board was favorable for the project and OSLAD application. Also, the Board was in agreement to demo the two properties along Northwest Highway as a part of this project.

Next steps include public input and applying for the OSLAD Grant.

OLD BUSINESS

None.

NEW BUSINESS

May & June, 2022 Vouchers

Dir. Myers presented the vouchers for May and June, 2022.

VP Gelinas moved, seconded by Comr. Owen, to approve the Voucher Listing for the month of May, 2022, in the amount of \$987,980.04 and the payroll and payroll related expense distribution for the month of May, 2022 for \$861,681.78.

Roll was called with:

Ayes – Gelinas, Owen, Nesvacil, Leno  
 Nays – None  
 Absent – None  
 Ayes – 4; Nays – 0; MOTION CARRIED

Comr. Owen moved, seconded by VP Gelinas, to approve the Voucher Listing for the month of June, 2022, in the amount of \$849,388.24 and the payroll and payroll related expense distribution for the month of June, 2022 for \$1,010,143.70.

Roll was called with:  
 Ayes – Owen, Gelinas, Nesvacil, Leno  
 Nays – None  
 Absent – None  
 Ayes – 4; Nays – 0; MOTION CARRIED

#### Roof Top Unit Replacement at ARC

Dir. Rea presented that in the 2022/2023 capital budget, \$70,400 was budgeted to complete the replacement of three roof top units (RTU's) and a split system heating and air conditioning unit at the Arlington Ridge Center (ARC). An additional \$32,000 was budgeted in operations to replace an RTU at the Frontier Service Center (\$12,000), as well as the split system heating and air conditioning at the Hasbrook Park Cultural Arts Center (\$20,000). The RTU that services the Frontier Service Center was bid as alternate #1. The total combined project budget is \$102,400.

The base bid and alternate #1 includes the removal/disposal of the existing RTU's or split systems, installation/start-up of new RTU's, any necessary ductwork, and roof repairs as needed. There is a 22-week lead-time on receiving the equipment, and installation is projected before the end of fiscal year.

The bid was posted on June 22<sup>nd</sup> and a pre-bid walk through was held on June 29<sup>th</sup> (with seven attendees). A total of 18 contractors and seven bid houses picked-up the bid. The following five bids were opened on July 6<sup>th</sup>:

Bidder	Base Bid	Alternate #1
<b>Cahill Heating and Air Conditioning Service, Inc.</b> Lake Bluff, IL.	\$132,800	\$13,800
<b>Jensen's Plumbing and Heating</b> Woodstock, IL.	\$164,490	\$14,900
<b>Quality Mechanical, Inc.</b> Harvey, IL.	\$278,695	\$24,845
<b>MG Mechanical Contracting, Inc.</b> Woodstock, IL.	\$388,000	\$42,000
<b>Amber Mechanical Contractors, Inc.</b> Alsip, IL.	\$894,000	\$76,000

The bid packages were reviewed by staff for accuracy. All bids received were over the established budget of \$102,400.

Dir. Rea stated that staff recommends utilizing the budgeted funds to complete the ARC RTU replacements. Staff contacted both Cahill and Jensen's to breakout the ARC RTU pricing. Jensen's provided a breakout of \$95,100, which is \$200 less expensive than Cahill. Staff recommends awarding the ARC portion of the bid to Jensen's Plumbing and Heating.

Comr. Owen moved, seconded by VP Gelinas, to approve only the Arlington Ridge Center roof top unit replacements from the base bid submitted by Jensen's Plumbing and Heating, Woodstock, IL. for a total of \$95,100 and establish a project budget of \$102,400.

Roll was called with:

Ayes – Owen, Gelinas, Nesvacil, Leno

Nays – None

Absent – None

Ayes – 4; Nays – 0; MOTION CARRIED

#### PARK FOUNDATION REORT

Dir. Myers updated the Board, at the next meeting a presentation will be made to update the Foundation on the plans for Recreation Park.

#### EXECUTIVE DIRECTOR REPORT

Exec. Dir. Fullerton updated the Board on the following:

1. National Night Out is coming up on August 2<sup>nd</sup>, VP Gelinas will be speaking on behalf of the District.
2. Staff is going out to re-bid the windows for North School Park Administration Center.
3. Daddy-Daughter Luau Night was tonight at Frontier Park pool.
4. Congratulations to staff on a successful City Meet
5. Heritage Tennis Club was the winner of the USTA Outstanding Facility Award
6. Dir. Rea, Dir. Meyer, and Exec. Dir. Fullerton will be meeting at the end of month with SD25 to review all agreements.
7. Dir. Rea and Exec. Dir. Fullerton have had a discussion with Bill Enright with VAH to review and properly re-zone park district property.
8. Dir. Meyer added in that Chicago Bears Chairman George McCaskey had contacted Bryan Cox, Golf Manager and the Bears would like to provide a "34" flag to be flown at Nickol Knoll.

President Leno inquired with staff regarding the Senior Center presentation discussed at the last board meeting. Exec. Dir. Fullerton shared that the Village Manager and she had a discussion and that there will be a future meeting scheduled with Village staff to discuss in more detail.

#### COMMISSIONER REPORTS

Comr. Nesvacil congratulated Pioneer Park on their victories at guard competition and City Meet.

#### MOVED INTO CLOSED SESSION

VP Gelinas moved, seconded by Comr. Owen to hold Closed Session for Semi-Annual Review of Closed Session Minutes - 5 ILCS 120/2(c)(21), 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 8:19 p.m.

Roll was called with:

Ayes – Gelinas, Owen, Nesvacil, Leno

Nays – None

Absent – None

Ayes – 4; Nays – 0; MOTION CARRIED

RECONVENED TO REGULAR MEETING

At 9:10 p.m. the Regular Meeting was reconvened and the following were present:

Board: Gelinas, Owen, Leno, Nesvacil (via phone)

Staff: Fullerton, Rea, Myers, and Maher

Resident: Cayer

Comr. Owen moved, seconded by VP Gelinas, to approve Closed Session minutes from February 22, March 29, April 12, May 10 & 24, June 14, and July 12, 2022. On a voice vote the motion was approved 4-0.

VP Gelinas moved, seconded by Comr. Owen to move that the Board has conducted the semi-annual review of closed session minutes and have determined that the approved minutes from July 14, 2020 through March 29, 2022 can be released. On a voice vote the motion was approved 4-0.

VP Gelinas moved, seconded by Comr. Owen to move that the verbatim (audio) recordings from July 14 & 20, August 11 & 25, September 8 & 22, October 13 & 27, November 10 & 24, 2020 be destroyed due to the 18-month expiration. On a voice vote the motion was approved 4-0.

ADJOURNMENT

Comr. Owen moved, seconded by VP Gelinas, to adjourn at 9:13 p.m. On a voice vote the motion was approved 4-0.

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

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

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Date Approved