

MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
ARLINGTON HEIGHTS PARK DISTRICT
Administration Center
410 N. Arlington Heights Road
June 22, 2021 - 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
R. Nesvacil
B. Owen

Commissioners Absent

T. Gelinas

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

Other Staff: Kristy McCann and Steve Neill.

Also present: Melissa Cayer, resident.

RECOGNITION OF VISITORS & CITIZENS TO BE HEARD

None

MINUTES

No discussion.

Comr. Nesvacil moved, seconded by Comr. Owen, to approve the May 25, 2021 Special Meeting Minutes and June 8, 2021 Regular Meeting Minutes. On voice vote the motion was approved 3-0.

PRESENTATIONS & INFORMATIONAL REPORTS

May, 2021 Financial Reports

Dir. Myers shared the May, 2021 financial reports and explained that due to the financial impact of COVID-19 in 2020/21, an additional column was added to the All Funds, Administrative Funds, and Recreation, and Museum Funds reports. This column will be the year-to-date 2019/20 and should help compare the current year with the most recent year of "normal" operations. No discussion.

Seasonal/Year End Report

Report was distributed to the Board, discussion opportunity will be at the July 27, 2021 meeting.

OLD BUSINESS

None.

NEW BUSINESSMay, 2021 Vouchers

Dir. Myers provided the May, 2021 vouchers listing. No discussion.

Comr. Owen moved, seconded by Comr. Nesvacil to approve the Voucher Listing for the month of May, 2021, in the amount of \$1,007,527.23 and the payroll and payroll related expense distribution for the month of May, 2021 for \$842,047.50.

Roll was called with:

Ayes – Owen, Nesvacil, Leno

Nays – None

Absent – Gelinas

Ayes – 3; Nays – 0; MOTION CARRIEDTrash Collection Bid

Exec. Dir. Fullerton presented the three bids received for solid waste collection.

Solid Waste Collection Vendor	Base Bid Total for Sept. 8 – May 24	Base Bid Total for May 25 – Sept. 7	Total Base Bid	Alternate for 20 Yard Roll-Off	Alternate for Transfer Station
Groot Industries	\$20,798.82	\$10,361.44	\$31,160.26	\$175.00	\$65.00/ton
Waste Management of IL	\$26,774.50	\$13,355.00	\$40,129.50	\$330.00	\$60.00/ton
SBC Waste Solutions	Incomplete Bid	Incomplete Bid	Incomplete Bid	Incomplete Bid	Incomplete Bid

Staff recommends approving the lowest responsive solid waste collection bid as submitted by Groot Industries, Elk Grove Village, IL.

Comr. Nesvacil moved, seconded by Comr. Owen to approve the lowest responsive solid waste collection combined base bid as submitted by Groot Industries, Elk Grove Village, IL. for \$31,160.26. On voice vote the motion was approved 3-0.

Synthetic Turf Replacement at Melas Park

Dir. Meyer explained to the Board that the initial cost in 2011 for the project was \$1,124,948. Based on the information provided from FieldTurf Inc. staff has budgeted \$394,000 in the Recreation Operations Fund to replace the turf on all four fields in Fall 2021. FieldTurf Inc. is part of the cooperative purchase program Sourcewell, as well as two other companies that staff received pricing from. Melas sees an average of 800 games per field annually. FieldTurf recommended replacement in seven years based on the amount of games our fields have.

Staff have stretched out the current field usage for 10 years by following best maintenance practices.

The pricing below was obtained for the turf replacement. Vendors were sent drawings and square footage of the turf in order to send in their proposals. As previously mentioned these prices have been bid publicly and competitively via a cooperative purchasing outlet. Staff also solicited quotes and had conversations with product representatives. The price listed for each company is the nearest equivalent of what we have currently with FieldTurf.

Company	Pricing
FieldTurf	\$374,953.72
AstroTurf Corporation	\$375,695
Shaw Sports Turf	\$395,042

FieldTurf, our current provider, provides the best pricing which includes a \$0.30 cent credit per square foot to reuse current infill. In 2016, the Board approved a purchase to add CoolPlay Top Dressing in lieu of Cyro Rubber at Sunset Meadows when that turf was being installed by FieldTurf and we included an additional \$44,546 expense to add the same at Melas Park. CoolPlay is an exclusive product offered by FieldTurf which means that another provider would need to remove all existing infill and start from scratch.

Staff has been very pleased with the level of service and response from FieldTurf since 2011. All companies offer an eight-year standard warranty and FieldTurf offers a two-year warranty on high traffic areas on top of that.

Comr. Owen moved, seconded by Comr. Nesvacil to approve Sourcewell Contract #060518-FTU with FieldTurf USA, Inc. in the amount of \$374,953.72 for turf replacement of the four ball diamonds at Melas Park for work to be completed in Fall 2021 and a not to exceed budget of \$394,000.

Roll was called with:

Ayes – Owen, Nesvacil, Leno

Nays – None

Absent – Gelinias

Ayes – 3; Nays – 0; MOTION CARRIED

Financial Policies

Dir. Myers explained Staff has been in the process of reviewing and updating all Finance Policies. These policies have been reviewed by attorneys at Robbins Schwartz; Andrew Paine, Tressler; and PFM Asset Management (investment pool). The majority of the revisions are housekeeping or legal updates. The numbering of all policies will be updated upon the final version as two policies (Internet Policy and Identity Protection Policy) will be moved to another section of the Board Policy Manual. Also, the list of dates at the end of each policy will be updated in order to ensure consist formatting throughout the Policy Manual.

1.0 Purchasing Policy; 2.0 Investment and Portfolio Policy; 3.0 Capital Budget and Capital Improvement Program Policy; 4.0 Fixed Asset Policy; 5.0 Debt Policy; 6.0 Internet Policy; 7.0 Revenue Policy; 8.0 Prompt Payment Policy; 9.0 Fund Balance Policy; 10.0 Capital Improvements Fund Policy; 12.0 Budget Amendments and Fund Transfers Policy; 13.0

Intangible Assets Policy; 14.0 Identity Protection Policy; 15.0 Debt Disclosure Policy; 16.0 Debt Record-Keeping & Post-Issuance Compliance Policy

Comr. Nesvacil moved, seconded by Comr. Owen to approve all Finance Policies including: Purchasing, Investment and Portfolio, Capital Budget and Capital Improvement Program, Fixed Asset, Debt, Debt Disclosure, Revenue, Prompt Payment, Fund Balance, Capital Improvements Fund, Identity Theft Prevention, Budget Amendments and Funds Transfers, Intangible Assets, and Debt Record-Keeping and Post-Issuance Compliance Policies as presented. On voice vote the motion was approved 3-0.

MATTERS FROM COMMISSIONERS

Comr. Nesvacil inquired about the previous night's storm damage. Exec. Dir. Fullerton responded stating that she had spoken to Supt. Lindstrom and we were fortunate to not have much.

Comr. Owen shared that he and his wife Gena had attended the Wine & Dine event at ALGC, the course looks awesome, they had a wonderful evening, and are looking forward to more events at the golf course.

President Leno expressed she has been enjoying Rec Park pool and wishes everyone a nice 4th of July holiday.

MATTERS FROM EXECUTIVE DIRECTOR

Exec. Dir. Fullerton stated that the July 13, 2021 meeting has been cancelled and the next meeting will be on July 27, 2021.

ADJOURNMENT

Comr. Owen moved, seconded by Comr. Nesvacil, to adjourn at 7:23 p.m.

Roll was called with:

Ayes – Owen, Nesvacil, Leno

Nays – None

Absent – Gelinias

Ayes – 3; Nays – 0; MOTION CARRIED

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

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

Date Approved