



MINUTES OF THE REGULAR BOARD MEETING  
BOARD OF PARK COMMISSIONERS  
ARLINGTON HEIGHTS PARK DISTRICT  
Administration Center  
410 N. Arlington Heights Road  
June 11, 2024 at 6:30pm

Vice President Gelinas called the Regular Board Meeting to order at 6:30 p.m.

Vice President Gelinas led the Pledge of Allegiance.

**ROLL CALL OF COMMISSIONERS**

Commissioners Present

T. Gelinas

B. Owen

J. Supplitt

Commissioners Absent

M. Leno

R. Nesvacil

Staff Present: Carrie Fullerton, Executive Director; Brian Meyer, Director of Recreation and Facilities; Amy Lewandowski, Director of Marketing and Community Engagement; John Kramer, Director of Parks and Planning; Janna Witt, Superintendent of Accounting; and Kathy Lydon, Recording Secretary.

Other Staff in Attendance: Sue Rohner

Others in Attendance: John McGovern, WT Group LLC; Tom McGrath, Lamp Inc; and Sheila DeLattre, Resident

**RECOGNITION OF VISITORS & CITIZENS TO BE HEARD**

Sheila DeLattre, 4156 N. Terramere, said that the Lake Terramere Improvements project began today, and residents in that neighborhood are complaining that there was not enough information posted on the District's website regarding the scope of this project. Mrs. DeLattre also said the Lake Terramere residents are concerned that the new plantings along the shoreline are going to attract ticks.

Vice President Gelinas thanked Mrs. DeLattre for her comments and said that staff have used these plants at various other sites throughout the District and have not have any issues with ticks. Vice President Gelinas asked staff to look at the website to see what information is posted regarding the Lake Terramere project, and to furnish more information, if necessary.

**APPROVAL OF MINUTES**

Commissioner Owen moved, seconded by Commissioner Supplitt, to approve the May 28, 2024 Regular Meeting minutes. On a voice vote, the motion was approved 3-0.

**PRESENTATIONS & INFORMATIONAL REPORTS**

**DISCUSSION ON RECREATION PARK PHASE 1 BIDS AND ALTERNATES**

Executive Director Fullerton said the recommendations for the Recreation Park Phase 1 Bids and Alternates will be on the agenda for approval at the June 25 board meeting, but staff wanted to present the alternates to the Board prior to that to make sure they understand how these projects will be funded. Part of the money being spent in Phase 1 can be attributed to Phase 2, and Phase 3 for the storm water.

Director Kramer explained that beyond the base bid, there were eight separate alternates. Of the eight alternates, staff is recommending approval of five of them. The breakdown is as follows:

1. Entry Trellis - \$47,678 (plus additional trellis purchase). Staff recommends not awarding this alternate and completing this work in-house post construction because they felt this price was high.
2. SW and SE Entrance Plaza - \$63,533, staff is recommending this alternate. This is for the concrete half circle in both locations. Staff felt the cost was appropriate.
3. Artificial Turf Seating Area - \$27,480, staff is recommending this alternate to alleviate having to cut grass under the seating area.
4. Specialty Paving Playground - \$8,182, staff is recommending this alternate. This is for the train themed concrete adjacent to the playground.
5. Outfield Fencing - \$20,838, staff recommends not awarding this alternate and completing this work in-house, post construction.
6. Artificial Turf Playground Surfacing - \$59,796, staff is not recommending this alternate and would rather stay with poured in place (PIP) surface which was included in the base bid.
7. Path along NW Highway – (\$9,034), staff is recommending this alternate but with an understanding that any credit would be waived pending Village permit review comments. Director Kramer explained that the Village of Arlington Heights is requesting that the Park District put a multi-use path along Northwest Highway as part of a 2017 Village report that indicates that Northwest Highway shall have a multi-use path on the north side of the street. Director Kramer asked the Village if he could extend the existing concrete sidewalk with asphalt. The Village has not agreed to this alternate at this point. The Village wants the path 15' off the curb into the park. Executive Director Fullerton will schedule a meeting with the Village to discuss this further.
8. Southern Drinking Fountain - \$15,108, staff is recommending this alternate.

Director Kramer said the budgeted amount of \$4,137,500 stands as presented with these alternates, with some amount of additional surplus.

## **OLD BUSINESS**

### **APPROVAL OF THE COMPLETION OF AN ADA ACCESS AUDIT AND TRANSITION PLAN**

Executive Director Fullerton stated it is time to review and update the District's ADA Transition Plan. Staff would like Board approval to enter into a contract with John McGovern and WT Group, LLC, to create a new action plan. Vice President Gelinis inquired if Mr. McGovern has had a chance to look at all the upcoming projects to ensure they will be ADA compliant. Mr. McGovern replied he has not yet, but he will once the final set of drawings are drafted.

Commissioner Owen moved, seconded by Commissioner Supplitt, to approve the completion of an ADA Access Audit and Transition Plan by the WT Group, LLC in the amount of \$91,188, and authorize the Executive Director to sign the contract to enter into the agreement.

Roll was called with:

Ayes – Owen, Supplitt, Gelinis

Nays – None

Absent – Nesvacil, Leno

Ayes – 3; Nays – 0; **MOTION CARRIED**

## **NEW BUSINESS**

### **APPROVAL OF THE PURCHASE OF REC PARK PLAYGROUND EQUIPMENT**

Executive Director Fullerton said this equipment will be ordered as soon as approval is given by the Board.

Commissioner Supplitt moved, seconded by Commissioner Owen to approve the purchase of Landscape Structures, Inc. playground utilizing the Sourcewell purchasing cooperative, member #030117, for the amount of \$360,132.00 from local distributor NuToys Leisure Products, in Westchester, IL.

Roll was called with:

Ayes – Supplitt, Owen, Gelinias

Nays – None

Absent – Nesvacil, Leno

Ayes – 3; Nays – 0; MOTION CARRIED

## **PARK FOUNDATION REPORT**

Director Lewandowski said the Foundation is wrapping up from the Pickleball Tournament and starting to prepare for the Golf Outing. The next Foundation meeting is Wednesday, June 19. Commissioner Supplitt is not available to attend this meeting.

## **EXECUTIVE DIRECTOR REPORT**

Executive Director Fullerton updated the Board on the following:

- Executive Director Fullerton thanked Commissioner Owen and Commissioner Supplitt for attending the Picnic in the Park.
- The price for the proposed skate park increased by \$45,000 from the original quote given by the skatepark design company, Spohn Ranch. Executive Director Fullerton said initially, Spohn Ranch stated the price would not increase with the changes made to the original design. Executive Director Fullerton is trying to work with the Spohn Ranch to have this cost reduced, and will keep the Board informed.
- A meeting was held today with FGM Architects regarding the Bathhouse project and the ARC project. FGM Architects provided an estimated cost to add an elevator and a second floor in the Rec Park Bathhouse of between \$3.5 and \$5 million dollars, and said the ceiling height of the second floor cannot go over eight feet. There is 2,500 square feet in the lower level that can potentially be used for programming, bathrooms, and storage, but a price has not been determined yet to do that. Entrance to the lower level would be from an ADA accessible grade-level entrance on the side of the building. FGM Architects is scheduled to attend the July 9 Board meeting.  
Also discussed at this meeting was the ARC Improvements project that includes a second story addition, a direct entrance to the pool and changes to the locker rooms and changing rooms at the ARC. Also discussed was the proposed preschool room potentially being a multi-purpose room instead.
- The first Local Government Efficiency meeting is scheduled for June 25, at 5:00 p.m.
- Executive Director Fullerton has reached out to State Representatives Walker and Canty's offices regarding the Public Act and \$640,000. Representative Canty appropriated the District some resources, but Executive Director Fullerton does not know how much at this time.
- The Park District is receiving an award on October 23 at the Legion Hall for Boy Scout programs provided. More details to come.
- The Park District has been nominated once again for the Daily Herald's Readers Choice award for best park district.

## **COMMISSIONER REPORTS**

- Commissioner Owen stated that Picnic in the Park was a big success. He also complimented the pictures on social media.
- Commissioner Supplitt asked for an update on the Foundation member that recently passed away. Executive Director Fullerton said the Foundation meets next week and will discuss purchasing a memorial brick or bench for him.

**ADJOURNMENT**

Commissioner Owen moved, seconded by Commissioner Supplitt to adjourn the Regular Meeting at 7:26 p.m. On a voice vote, the motion was approved 3-0.

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

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

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Date Approved