



MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
ARLINGTON HEIGHTS PARK DISTRICT
Administration Center
410 N. Arlington Heights Road
June 25, 2024 at 6:30 p.m.

President Leno called the Regular Board Meeting to order at 6:32 p.m.

President Leno led the Pledge of Allegiance.

ROLL CALL OF COMMISSIONERS

Commissioners Present

M. Leno
T. Gelinis
B. Owen
J. Supplitt

Commissioners Absent

R. Nesvacil

Staff Present: Carrie Fullerton, Executive Director; Brian Meyer, Director of Recreation and Facilities; Jason Myers, Director of Finance and Personnel; Amy Lewandowski, Director of Marketing and Community Engagement; John Kramer, Director of Parks and Planning; and Kathy Lydon, Recording Secretary.

Other Staff in Attendance: Jennifer Rogers, Josie Finney, Intern

Others in Attendance: Tom McGrath, Lamp Inc.

RECOGNITION OF VISITORS & CITIZENS TO BE HEARD

Director Lewandowski introduced Josie Finney as the Marketing and Communications Intern. Josie is a student at Elmhurst University, and will be with the District for 12 weeks. Josie said she is enjoying everything new she is learning. President Leno welcomed Josie.

APPROVAL OF MINUTES

Commissioner Owen moved, seconded by Commissioner Supplitt, to approve the June 11, 2024 Regular Meeting minutes. On a voice vote, the motion was approved 3-0 with President Leno abstaining.

PRESENTATIONS & INFORMATIONAL REPORTS

DISCUSSION ON COMED EASEMENT AT RECREATION PARK

Director Kramer said ComEd met with staff and representatives from Lamp, Inc. to discuss removing the overhead electric that fed the rear properties along Northwest Highway by Recreation Park. They also discussed what the cost would be to go below ground to feed the existing district owned panels for Frontier Days, and for lighting for the skate park. Director Kramer shared the two possible options that were discussed during the meeting with ComEd.

1. *Removal of all existing overhead electric. Installing below ground primary line voltage with needed switchgear feeding two new pad mounted transformers*

along the existing easement. This would then feed the existing sub panels on District property.

- a. \$100,000 project cost (estimated)
 - i. \$10,000 ComEd permit fee
 - ii. \$15,000 Removal of overhead
 - iii. \$5,000 Cable
 - iv. \$30,000 Ground box (2)
 - v. \$20,000 Transformers (2)
 - vi. \$20,000 Switchgear
 - vii. 6-month lead time on equipment
 - viii. Unknown timeline to complete based on design review
2. Removal of all existing overhead electric and loop the connection in a location along Douglas requiring a smaller ~30'x30' utility easement or in the right-of-way.
 - a. \$30,000 project cost (estimated)
 - i. \$3,000 ComEd permit fee
 - ii. \$15,000 Removal of overhead
 - iii. \$12,000 Ground box
 - iv. 2-month timeline to completion

There was discussion on Frontier Days' need for power for their annual festival, and who would cover the cost of generators for their event if staff went with option 2. Commissioner Owen thought the additional costs to go with option 1 may offset the cost of renting generators over the years. President Leno would like staff to research the cost of renting generators. Vice President Gelinis wants staff to make Frontier Days aware of this situation.

APRIL 2024 FINANCIAL REPORT

Director Myers said the report included unaudited numbers. The auditors will be on site in July.

OLD BUSINESS

None

NEW BUSINESS

APPROVAL OF BASE BID AND ALTERNATE AS SUBMITTED BY REZZAR DEMOLITION, LLC OF CRYSTAL LAKE, IL

Director Kramer stated the bid package included the three properties along Northwest Highway by Recreation Park as well as a fourth property, that was included as an alternate, near the ARC.

Vice President Gelinis moved, seconded by Commissioner Owen, to approve accepting the base bid and alternate as submitted by Rezzar Demolition, LLC of Crystal Lake IL, in the amount of \$174,385 and a project budget of \$241,253 for the removal of four District owned buildings along Northwest Highway.

Roll was called with:

Ayes –Gelinis, Owen, Supplitt, Leno

Nays – None

Absent – Nesvacil

Ayes – 4; Nays – 0; MOTION CARRIED

APPROVAL OF GUARANTEED MAXIMUM PRICE AMENDMENT FOR CONSTRUCTION MANAGER AS CONSTRUCTOR SERVICES

Director Kramer reviewed the breakdown of all costs and stated they fall within the Guaranteed Maximum Price (GMP). Director Kramer explained storm water credit from phase 1 to phase 2 that was included saying they over designed the storm water for the project to include part of phase 2.

President Leno asked for the estimated budget cost be included next to a bid for comparison for these large projects going forward.

Executive Director Fullerton said the plans will be presented to the Village Plan Commission on July 10, and the Village Board at their first meeting in August. Executive Director Fullerton also shared that Kids Around the World will be taking the playground equipment on July 16.

President Leno questioned the decision to go with Pour-in-Place at the playground rather than artificial turf. Executive Director Fullerton replied that it was less expensive than the turf, and will also provide an opportunity to incorporate themed colors. President Leno would have preferred the turf be in the playground area and the Pour-in-Place be in the seating area.

Commissioner Supplitt, moved, seconded by Vice President Gelinias, to approve the Guaranteed Maximum Price Amendment for Construction Manager as Constructor Services in the total not to exceed amount of \$3,070,793.100 with total project budget of \$4,137,500 with Lamp Incorporated for the Recreation Park Phase 1 Project.

Roll was called with:

Ayes – Supplitt, Gelinias, Owen, Leno

Nays – None

Absent – Nesvacil

Ayes – 4; Nays – 0; MOTION CARRIED

APPROVAL OF THE PURCHASE AND INSTALLATION OF THE RECREATION PARK SKATEPARK

Executive Director Fullerton said the cost of the revised skate park design increased by \$45,000 from the original quote. Staff worked with Spohn Ranch to eliminate some of the less useful amenities from the design to reduce the cost down. Additionally, Spohn took out some items that were initially included in the agreement so staff negotiated those costs as well.

Commissioner Supplitt is not in favor of building a skate park stating it will appeal to a narrow demographics, will attract non-residents, and will not bring in revenue. He would rather see that money go towards programming at Recreation Park. President Leno explained that when the skate park was removed from the ARC to make room for the addition, the District had to guarantee that it would be relocated because it was a part of an original grant awarded. Executive Director Fullerton added that as part of the Recreation Park Phase 1 OSLAD grant, five recreational amenities had to be included in the plans and the skate park was one of them. If the skate park is removed from the plan, the District would have to return the grant money.

Vice President Gelinias moved, seconded by Commissioner Owen, to approve the purchase and installation of the Recreation Park Skatepark using Sourcewell purchasing cooperative, #112320-SRI, to Spohn Ranch, Inc. for the amount of \$350,000.

Roll was called with:

Ayes – Gelinias, Owen, Leno

Nays – Supplitt,

Absent – Nesvacil

Ayes – 3; Nays – 1; MOTION CARRIED

APPROVAL OF THE PURCHASE OF RECREATION PARK SHELTERS

Director Kramer said one shelter will be placed by the skate park and the other one by the playground.

Commissioner Owen moved, seconded by Vice President Gelinas, to approve the purchase of the Recreation Park shelters using Sourcewell purchasing cooperative, #112320-SRI, to Products4Parks for the amount of \$38,974.24.

Roll was called with:

Ayes – Owen, Gelinas, Supplitt, Leno

Nays – None

Absent – Nesvacil

Ayes – 4; Nays – 0; MOTION CARRIED

APPROVAL OF PROPOSED ROOFING REPAIRS FOR DAVIS SERVICE CENTER

Director Kramer said the roof at Davis 1 is out of warranty. Superintendent Rogers added that the roof and has active leaks and contouring issues.

Vice President Gelinas moved, seconded by Commissioner Owen, to approve the proposed roofing repairs for Davis Service Center utilizing the Omnia cooperative purchase pricing submitted by Anthony Roofing - Tecta America for a total of \$339,925 and a total project budget of \$387,200.

Roll was called with:

Ayes – Gelinas, Owen, Supplitt, Leno

Nays – None

Absent – Nesvacil

Ayes – 4; Nays – 0; MOTION CARRIED

ACCEPTANCE OF BID FROM WOODWARD PRINTING SERVICES FOR THE 2024-25 PROGRAM GUIDES

Director Lewandowski stated this bid is for the printing of the three seasonal program guides. Woodward Printing has done the District’s program guides for the past several years and Director Lewandowski is very happy with their service.

Commissioner Supplitt moved, seconded by Vice President Gelinas, to award printing of the 2024-25 program guides to the lowest qualified proposal, Woodward Printing Services in Platteville, Wisconsin for Option #2 in 40#, 80 bright premium, in the amount, not to exceed, \$60,000.

Printing Company	Option #1: 4 Color 50#, 92 Prem. Bright	Option #2: 4 Color 40#, 80 Prem. Bright
Woodward Printing Services Platteville, WI	\$23,140	\$17,243
Yearly Total	\$74,220	\$56,529

K.K. Stevens Publishing Co. Astoria, IL	\$22,773	\$19,240
Yearly Total	\$68,319	\$57,718

Roll was called with:

Ayes – Supplitt, Gelinias, Owen, Leno

Nays – None

Absent – Nesvacil

Ayes – 4; Nays – 0; MOTION CARRIED

APPROVAL OF APRIL VOUCHERS

Commissioner Supplitt moved, seconded by Commissioner Owen to approve the Voucher Listing for the month of April, 2024, in the amount of \$1,622,381.58 and the payroll and payroll related expense distribution for the month of April, 2024 \$1,154,844.03.

Roll was called with:

Ayes – Supplitt, Owen, Gelinias, Leno

Nays – None

Absent – Nesvacil

Ayes – 4; Nays – 0; MOTION CARRIED

PARK FOUNDATION REPORT

Director Lewandowski said the preliminary numbers indicate that the Foundation made \$5,000 from the pickleball tournament, which is double from last year.

EXECUTIVE DIRECTOR REPORT

Executive Director Fullerton suggested waiting to replace the Recreation Park sign until the redesign of all the park signs. She asked the Board if they would like a ground breaking for the Recreation Park playground. The consensus was to have one for the pool renovation instead.

New shirts for the 4th of July parade have been ordered and will be delivered as soon as they are received. The parade begins at 10:00 a.m. The Park District will be lining up in slot 19.

The Recreation Park Bathhouse draft design will be presented at the July 9 meeting. Preliminary design shows the probability of having 2,500 square feet in the lower level for programming. They are also investigating using the existing bathhouse for approximately 3,000-4,000 square feet of program space as well. The estimated cost for renovating the existing bathhouse is \$2.8 to \$4 million dollars.

President Leno requested that staff reach out to the residents that have attended previous meetings to inform them that the Recreation Park project design discussion will be on the agenda for the July 9 meeting. Executive Director Fullerton said she is planning on contacting them.

COMMISSIONER REPORTS

- Vice President Gelinias commented on how he is enjoying seeing the camps and pools up and running. He also said staff seems very excited to be there. Director Meyer said there have been 30,000 visitors at the pools so far.

ADJOURNMENT

Commissioner Owen moved, seconded by Vice President Gelinias to adjourn the Regular Meeting at 7:48p.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