



MINUTES OF THE REGULAR BOARD MEETING  
BOARD OF PARK COMMISSIONERS  
ARLINGTON HEIGHTS PARK DISTRICT  
Administration Center  
410 N. Arlington Heights Road  
July 18, 2023 at 6:30 p.m.

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

**ROLL CALL OF COMMISSIONERS**

Commissioners Present

M. Leno  
R. Nesvacil  
B. Owen  
J. Supplitt

Commissioners Absent

T. Gelinas

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

Other Staff in Attendance: Erin Hookana; and Kristy McCann

Others in Attendance: Steve Konters, Hitchcock Design Group; and John Dzarnowski, FGM Architects

**NEW STAFF**

Director Seklecki introduced Erin Hookana as the new Creative Design and Brand Specialist for the District. Erin has 10 years of experience in the marketing field, including layout experience. President Leno welcomed Erin to the team.

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

None

**APPROVAL OF MINUTES**

Commissioner Nesvacil moved, seconded by Commissioner Owen, to approve the February 21, 2023 Closed Session minutes, and March 21, 2023 Closed Session minutes. On a voice vote the motion was approved 3-0 with Commissioner Supplitt abstaining.

Commissioner Owen moved, seconded by Commissioner Nesvacil, to approve the June 13, 2023 Closed Session minutes. On a voice vote, the motion was approved 3-0 with Commissioner Nesvacil abstaining.

Commissioner Supplitt moved, seconded by Commissioner Nesvacil to approve the amended June 13, 2023 Regular Meeting minutes. On a voice vote, the motion was approved 3-0 with Commissioner Nesvacil abstaining.

## **PRESENTATIONS & INFORMATIONAL REPORTS**

### **MAY 2023 FINANCIAL REPORTS**

Director Myers presented the Financial Reports for May 2023. Commissioner Owen questioned the decrease in overall revenue when all areas show an increase. Director Myers explained that these totals are year over year and last year the Park District received additional unbudgeted resources from the Village.

### **WINTER 2022 / SPRING 2023 SEASONAL REPORT**

Commissioner Supplitt was very impressed with the seasonal report and how comprehensive it was. He also stated the narratives that accompany the tables are extraordinary.

### **UPDATE ON WEBSITE REDESIGN PROJECT**

Director Seklecki shared that her team has been working with Weblinx on designing a new website. Feedback from residents included a desire to have a cleaner, more functional, and easier to use mobile friendly website. The project is divided into four phases. Director Seklecki presented a power point explaining the four phases and shared what some of the upgraded features will be. In order to help familiarize residents with the new website, there will be a marketing campaign including tutorials, social media, a newsletter and facility signage. Commissioner Supplitt asked if Thread will be used for social media. Director Seklecki replied not at this time. Commissioner Owen asked if the new website will have a better search engine. Director Seklecki replied yes, WordPress will be much better than the current one the District is using.

## **OLD BUSINESS**

### **DISCUSSION WITH SCHOOL DISTRICT 25 REGARDING DRYDEN PLAYGROUND**

Executive Director Fullerton said she, President Leno and Vice President Gelinis met with members of the SD25 school board and their superintendent to discuss the Dryden playground. The school district would like to build a new playground at Dryden on the current site. They would manage 100% of the project, including inspections, liability, maintenance, repairs, installation and removal of existing structures. The Park District would need to update the lease agreement between them. There was also discussion on a potential land swap between the school district and park district, which the school district is not interested in pursuing.

Staff recommendation is to allow the school district to build a new playground where the current playground exists as it will benefit the residents as well as CAP kids.

The consensus was to move forward with updating the lease so the school district can move forward with building a new playground at Dryden Park.

## **NEW BUSINESS**

### **OSLAD GRANT – RECREATION PARK PHASE II DESIGN PHASE**

Executive Director Fullerton led the discussion by saying the application deadline for the OSLAD Grant is August 31. This grant is Phase II of the Recreation Park project. Director Rea said there is \$56 million available with maximum \$600,000 being awarded per agency. Steve Konters of Hitchcock Design presented what is being proposed for Phase II.

Some of the items being proposed are a reconfigured parking lot, basketball court, improvements to the ball field, restrooms, shelter and storm water detention.

President Leno asked if awarded the grant, would we have to go back to the DNR if there was a need for additional parking. Steve Konters replied no, just the Village.

Commissioner Supplitt questioned how the storm water detention would be accomplished. Steve Konters explained there will be open space northeast of the park to accommodate storm water. Director Rea added another possibility is underground storage.

President Leno asked if the basketball court will be located close to the homes. Director Rea replied it will be no closer than where the current one is. President Leno also wanted to know if there would be room for an ice rink in the winter. Executive Director Fullerton suggested putting one across the street. Commissioner Supplitt feels it is important to have an ice rink in a central location like Recreation Park.

Director Myers said as far as the budget, \$3.5 million was budgeted for this project, but the numbers came in at \$2.3 million with the potential of \$600,000 less if we are awarded the grant.

#### APPROVAL OF APRIL AND MAY VOUCHERS

Director Myers gave an overview of the April and May vouchers. He stated the May vouchers included information on refunds.

Commissioner Owen moved, seconded by Commissioner Nesvacil, to approve the April 2023 vouchers.

Roll was called with:

Ayes – Owen, Nesvacil, Supplitt, Leno

Nays – None

Absent – Gelinas

Ayes – 4; Nays – 0; MOTION CARRIED

Commissioner Nesvacil moved, seconded by Commissioner Owen, to approve the May 2023 vouchers.

Roll was called with:

Ayes –Nesvacil, Owen, Supplitt, Leno

Nays – None

Absent – Gelinas

Ayes – 4; Nays – 0; MOTION CARRIED

#### DCEO INFRASTRUCTURE GRANT DISCUSSION

Executive Director Fullerton stated the Park District recently received a \$141,300 DCEO Infrastructure Grant from Senator Gillespie's office that can be used toward any of our expansive infrastructure needs. The District needs to select a project that this money will go towards. Executive Director Fullerton suggested submitting two options for Senator Gillespie to choose from. They are Heritage Park, or the Recreation Park accessible playground. The consensus of the Board was to submit both of those options.

## **PARK FOUNDATION REPORT**

Director Seklecki announced that just under \$4,000 was raised at the recent Pickleball event. The Foundation is recruiting sponsorships for the Annual Foundation Golf Outing which takes place on September 28.

## **EXECUTIVE DIRECTOR REPORT**

Executive Director Fullerton updated the Board on the following:

- The Guard Competition takes place this Thursday at Recreation Park.
- The Staff Appreciation event has been rescheduled for August 9, at Recreation Park.
- The 750 Northwest Highway closing has been moved up.
- National Night Out is on August 1. Commissioner Nesvacil offered to fill in for Commissioner Gelinias if he is not available.
- The Arlington Heights Park District was named the #1 Park District in the area by The Daily Herald.
- Executive Director Fullerton has attended a few of the recent Pop-up Events. The next event, that takes place next week, is “Make and Fly Kites” at Lake Terramere Park.
- A date needs to be selected for the Annual Joint Meeting with the Library.
- Members of the Local Efficiency Committee need to schedule some meeting dates.
- Director Myers and Kathy Lydon will be working together on CAPRA.

Director Meyer shared that this Saturday will be the first softball tournament with alcohol at Melas Park. Garibaldi’s has secured the liquor license for this event.

## **COMMISSIONER REPORTS**

Commissioner Nesvacil will be out of town next week, but back in time for the next Board Meeting.

Commissioner Owen attended the Wine and Nine event on July 6. He said it was very nice, and the course was in great condition. Commissioner Owen complimented the hard working staff at the golf course.

President Leno thanked staff for their participation in the 4<sup>th</sup> of July parade as well as Frontier Days. President Leno congratulated Commissioner Nesvacil on the recent award his daughter earned.

## **MOVED INTO CLOSED SESSION**

Commissioner Owen moved, seconded by Commissioner Nesvacil, to hold Closed Session for the semi-annual review of Closed Session minutes per 5ILCS 120/2(c)(21) and for personnel matters involving specific employees of the AHPD – 5ILCS 120/2(c)(1) and 5ILCS and potential acquisition of real estate 5 ILCS 120/2(c)(5) and 5 ILCS 120/2(c)(6), and 120/2(c)(2) at 7:53p.m.

Roll was called with:

Ayes – Owen, Nesvacil, Supplitt, Leno

Nays – None

Absent – Gelinias

Ayes – 4; Nays – 0; MOTION CARRIED

## **RECONVENED TO REGULAR MEETING**

At 8:11 p.m. the Regular Meeting was reconvened and the following were present:

Board: Leno, Owen, Nesvacil, and Supplitt

Staff: Fullerton, Myers, Meyer, Rea, and Lydon

Commissioner Owen moved, seconded by Commissioner Nesvacil, that the Board has conducted the semi-annual review of closed session records, and that the verbatim (audio) recordings from July 27, 2021, August 24, 2021 and November 23, 2021 be destroyed due to the 18-month expiration. And move to not release the Closed Session minutes of November 13, 2018, December 11, 2018, July 16, 2019, August 13, 2019, August 27, 2019, October 2, 2019, October 8, 2019, October 22, 2019, April 12, 2022, May 10, 2022, May 24, 2022, June 14, 2022, July 12, 2022, July 26, 2022, August 23, 2022, September 13, 2022, October 11, 2022, October 25, 2022, November 22, 2022, December 13, 2022 and January 10, 2023 due to personnel, and unfinished business.

Roll was called with:

Ayes – Owen, Nesvacil, Supplitt Leno

Nays – None

Absent – Gelinas

Ayes – 4; Nays – 0; MOTION CARRIED

## **ADJOURNMENT**

Commissioner Nesvacil moved, seconded by Commissioner Owen to adjourn the Regular Meeting at 8:22 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