



MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
ARLINGTON HEIGHTS PARK DISTRICT
Administration Center
410 N. Arlington Heights Road
February 13, 2024 at 6:30pm

President Leno called the Regular Board Meeting to order at 6:32pm

President Leno led the Pledge of Allegiance.

ROLL CALL OF COMMISSIONERS

Commissioners Present

M. Leno
T. Gelinas
B. Owen
J. Supplitt (remote)

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 & Planning; and Kathy Lydon, Recording Secretary.

Other Staff in Attendance: Bryan Cox, Steve Neill, Kristy McCann, Matt Healy, Darcy Camilo, and Pat Pietro

Others in Attendance: Ian Lamp, Lamp Incorporated

President Leno asked for a motion to allow Commissioner Supplitt to participate in the meeting remotely.

Vice President Gelinas moved, seconded by Commissioner Owen, to allow Commissioner Supplitt to participate in the Board Meeting remotely. On a voice vote, the motion was approved 3-0.

RECOGNITION OF VISITORS & CITIZENS TO BE HEARD

None

NEW STAFF

ARC Manager, Matt Healy, introduced Darcy Camilo as the new ARC Assistant Manager and Fitness Coordinator. President Leno welcomed Darcy to the team.

APPROVAL OF MINUTES

Vice President Gelinas moved, seconded by Commissioner Owen, to approve the January 23, 2024 Regular Meeting minutes. On a voice vote, the motion was approved 4-0.

PRESENTATIONS & INFORMATIONAL REPORTS

ARC PROJECT REPORT / DISCUSSION

Executive Director Fullerton shared written comments that she received from Commissioner Supplitt in regards to the proposed ARC project. She then provided a report that included the additional information requested at the last meeting for this project. Executive Director Fullerton shared background information on how staff came to the decision to pursue this proposed project on top of the original board approved \$1.2 million project. She stated staff began discussing ways to accommodate some of the programming space that would be lost with the Rec Park renovation. The proposed plan for ARC would increase the total project cost to \$4.2 million dollars.

Executive Director Fullerton said the report also includes a revenue section and registration numbers; all of which were inquired by the Board at the last meeting

Executive Director Fullerton said the grant that the District received has made this project more affordable, and it would fit into the 10-year financial plan. This proposed project will be further discussed at the Board Workshop on February 27.

Commissioner Supplitt questioned how many residents would have supported keeping the WPA building if they knew programming would be lost there. He challenged staff to find ways to utilize the WPA building to keep as much programming there as possible.

UPDATE OF RECREATION FEES

Executive Director Fullerton shared additional information regarding questions the Board had pertaining to golf season passes and tennis memberships that were presented at the last meeting. Director Meyer shared an updated fee grid highlighting some of the changes made since the last meeting. Director Myers added that the rental rates will be included in the final budget presentation.

Bryan Cox, General Manager of Golf Operations, shared statistics on season pass holders and how it affects revenue. He also shared what the updated restrictions will be on season passes. Commissioner Owen would like to know what the total rounds are after a year of having the new restrictions in place.

Superintendent Neill reviewed tennis membership fees for juniors and adults. He shared statistics for both categories as well as what is included in each memberships. President Leno asked for a breakdown of resident/nonresident memberships. Director Meyer replied staff ran those numbers last year and it was around 60/40

NEW BUSINESS

APPROVAL OF CONSTRUCTION MANAGER FOR REC PARK PHASE 1 PROJECT

Executive Director Fullerton explained that a large project like Rec Park needs a construction manager. A panel comprised of two commissioners and staff was created, and an interview process was conducted with four firms. Lamp Incorporated was selected as the firm to recommend to the Board. Director Kramer shared in detail how he determined Lamp Incorporated to be the best firm.

President Leno asked Director Kramer to explain the difference between a construction manager at risk versus a construction manager agent and why, for this project, it is being recommended to use a construction manager at risk.

Director Kramer introduced Ian Lamp of Lamp Incorporated, and he answered questions that the Board had regarding the construction process of this project.

Vice President Gelinas moved, seconded by Commissioner Owen, to authorize the Executive Director to enter into an agreement with Lamp Incorporated for Construction Management of the Recreation Park Phase I Improvements.

Roll was called with:

Ayes – Gelinas, Owen, Supplitt, Leno

Nays – None

Absent – Nesvacil

Ayes – 4; Nays – 0; MOTION CARRIED

PARK FOUNDATION REPORT

Director Lewandowski had no report.

EXECUTIVE DIRECTOR REPORT

Executive Director Fullerton updated the Board on the following:

- The Annual Legislative Conference in Springfield is May 7-8 .
- A Special Meeting will be held on February 27, at 7:00pm for the Board Workshop.
- A Joint Meeting with the Village will be on Saturday, February 24, at 8:30am at Arlington Lakes Golf Course.
- Please review and rank the Dare to Dream submissions that were included in your board packet material and return as soon as possible.

President Leno reminded everyone that she will not be at the March 12 board meeting.

COMMISSIONER REPORTS

- Vice President Gelinas congratulated Executive Director Fullerton on the award she received at Conference, and thanked her for putting everything together for staff and the Board attending conference.
- Commissioner Owen attended the Chili Open at the golf course and said it was a fun event.
- President Leno also congratulated Executive Director Fullerton on receiving the Robert Artz Lifetime Achievement Award at the IPRA conference stating it was well deserved.

MOVED INTO CLOSED SESSION

Vice President Gelinas moved, seconded by Commissioner Owen, 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 8:10 p.m.

Roll was called with:

Ayes –Gelinas, Owen, Supplitt, Leno

Nays – None

Absent – Nesvacil

Ayes – 4; Nays – 0; MOTION CARRIED

RECONVENED TO REGULAR MEETING

At 8:14 p.m. the Regular Meeting was reconvened and the following were present:

Board: Leno, Gelinas, Owen, and Supplitt
Staff: Fullerton, and Lydon

ADJOURNMENT

Vice President Gelinas, moved, seconded by Commissioner Owen to adjourn the Regular Meeting at 8:15pm. 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