



MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
ARLINGTON HEIGHTS PARK DISTRICT
Administration Center
410 N. Arlington Heights Road
April 22, 2025 at 6:30 p.m.

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

Vice President Gelinás led the Pledge of Allegiance.

ROLL CALL OF COMMISSIONERS

Commissioners Present

T. Gelinás
B. Owen
J. Supplitt
R. Nesvacil

Commissioners Absent

M. Leno

Staff Present: Carrie Fullerton, Executive Director; Brian Meyer, Director of Recreation and Facilities; Jason Myers, Director of Finance and Personnel; John Kramer, Director of Parks and Planning; Marco Galassini, Digital Content & Graphic Supervisor; and Kathy Lydon, Recording Secretary.

Staff in Attendance: Kristy McCann and Courtney Olson

APPROVAL OF MINUTES

The approval of the February 22, 2025 Village of Arlington Heights Joint Meeting minutes was tabled and will be moved to the May 13, 2025 Board Meeting agenda.

Commissioner Owen moved, seconded by Commissioner Nesvacil to approve the April 8, 2025 Regular Meeting minutes. On a voice vote, the motion was approved 4-0.

PRESENTATIONS AND INFORMATIONAL REPORTS

MUSEUM STRATEGIC PLAN

Executive Director Fullerton stated a while back the Board approved developing a strategic plan for the Museum with our MAC partners and with financial support from the Village.

Superintendent McCann said that Bethany Fleming Museum Consulting, Inc. was hired in 2023 to facilitate a three year strategic plan. With recent changes in Museum staff and Society Board members, Bethany was asked to come back to review and update the strategic plan.

Courtney Olson, Museum Director, reviewed the five goals for 2025, and shared a list of new program offerings as well as what the Museum staff and Historical Society will focus on in 2025/26.

Vice President Gelinás asked if the Museum could collaborate with Chicago or other Cook County communities to tie-in what the Museum offers with something they offer. Commissioner Supplitt suggested in addition to the communities, also reference tribes and the ability to collaborate, particularly around Heritage Fest. Commissioner Supplitt would like to see a timeline of the strategic plan when staff is ready to share it.

COMPREHENSIVE PLAN UPDATE

Executive Director Fullerton gave an annual update on the initiatives that were included in the Comprehensive Plan. Vice President Gelinias appreciates the condensed version of the plan and seeing what projects have been completed.

Commissioner Supplitt had a question in regards to who maintains Melas Park. He also inquired about the Senior Center study and asked to see a copy of it.

Commissioner Nesvacil would like to incorporate more programs for the Japanese population.

FEBRUARY 2025 AND MARCH 2025 FINANCIALS

Director Myers offered to answer questions the Board had regarding these financials. There were none.

OLD BUSINESS

APPROVAL OF 2025/26 OPERATING BUDGET

Director Myers explained that usually the approval of the operating budget coincides with the approval of the budget and appropriation ordinance, but due to the timing that the ordinance is required to be on display, it cannot be approved yet. Director Myers is seeking Board approval of the 2025/26 Operating Budget tonight so staff can start on projects when the new fiscal year begins on May 1. Director Myers gave a brief explanation of the breakdown of the budget and shared a few changes that were made.

Commissioner Supplitt noted that the fund balance at the end of the 2025/26 fiscal year will be around 42%. Vice President Gelinias said the District has done a great job completing projects without asking for extra money from the taxpayers.

Commissioner Nesvacil moved, seconded by Commissioner Owen, to approve the Organizational Chart, Mission Statement, Comprehensive Plan Goals, department goals, part-time and full-time salary schedules, the Capital Projects Multiple Year Overview, and the Recreation Program and Club Fees for the Fiscal Year beginning May 1, 2025, and ending April 30, 2026, as presented.

Roll was called with:

Ayes – Nesvacil, Owen, Supplitt, Gelinias

Nays – None

Absent – Leno

Ayes – 4; Nays – 0; MOTION CARRIED

APPROVAL OF ARLINGTON RIDGE CENTER ELECTRONIC SIGN PURCHASE

Director Kramer said staff is seeking Board approval to purchase an electronic sign from Aurora Sign Company.

Commissioner Supplitt moved, seconded by Commissioner Nesvacil, to approve the Arlington Ridge Center / 750 W. NW Hwy Electronic Sign Purchase from Aurora Sign Company using Sourcewell purchasing cooperative, #030223-WCH, for the amount of \$127,702.09.

Roll was called with:

Ayes – Supplitt, Nesvacil, Owen, Gelinias

Nays – None

Absent – Leno

Ayes – 4; Nays – 0; MOTION CARRIED

NEW BUSINESS

APPROVAL OF RECREATION PARK RESTROOM PURCHASE

Director Kramer said this prefab restroom is part of the Recreation Park phase 2 project. Director Kramer answered questions Commissioner Nesvacil had regarding the design of the restroom.

Commissioner Nesvacil moved, seconded by Commissioner Owen, to approve the purchase of the Recreation Park Romtec Restroom using Sourcewell purchasing cooperative, #081721-RMT, to Romtec, Inc. for the amount of \$122,370.55.

Roll was called with:

Ayes – Nesvacil, Owen, Supplitt, Gelinas

Nays – None

Absent – Leno

Ayes – 4; Nays – 0; MOTION CARRIED

APPROVAL OF FLOORING PURCHASE FOR ADMINISTRATION AND ARLINGTON RIDGE LOWER LEVELS

Director Kramer said this is for the purchase and installation of a new resilient style flooring at both facilities. Approval of abatement for the Administration flooring will come at a later date.

Commissioner Owen moved, seconded by Commissioner Nesvacil, to approve the proposal for the purchase and installation of Mondo Flooring for the Arlington Ridge Center in the amount of \$82,660 and \$58,450 for the Administration Center to Kiefer USA using the TIPS Cooperative Purchase Contract 23010402.

Roll was called with:

Ayes – Owen, Nesvacil, Supplitt, Gelinas

Nays – None

Absent – Leno

Ayes – 4; Nays – 0; MOTION CARRIED

APPROVAL OF D23 LOCAL GOVERNMENT LAND TRANSFER-CAROUSEL AND PATRIOTS PARK

Executive Director Fullerton said this agreement would transfer ownership of Carousal Park to the Park District while giving D23 ownership of the District's portion of Patriots Park. The Park District will continue to maintain and utilize Patriots Park until D23 is ready to do something with the property. Attorneys for both the District and the School District reviewed this agreement. Executive Director Fullerton stated she would like D23 to sign the agreement first and will bring it back to the Board for consideration at a later date.

APPROVAL OF LEGISLATIVE CONFERENCE EXPENSES

Commissioner Nesvacil moved, seconded by Commissioner Supplitt to approve \$671.76 in expenses associated with Commissioner Owen's travel to the 2025 Legislative Conference in Springfield, IL to obtain professional development and training opportunities.

Roll was called with:

Ayes – Nesvacil, Supplitt, Gelinas

Nays – None

Abstain – Owen

Absent – Leno

Ayes – 3; Nays – 0; Abstain – 1; MOTION CARRIED

Commissioner Nesvacil moved, seconded by Commissioner Owen to approve \$880.36 in expenses associated with Commissioner Supplitt's travel to the 2025 Legislative Conference in Springfield, IL to obtain professional development and

training opportunities.

Roll was called with:

Ayes – Owen, Nesvacil, Gelinas

Nays – None

Abstain – Supplitt

Absent – Leno

Ayes – 3; Nays – 0; Abstain – 1; MOTION CARRIED

APPROVAL OF FEBRUARY 2025 AND MARCH 2025 VOUCHERS

Director Myers stated Commissioner Supplitt had a few questions relating to contractual programs that he was able to answer prior to tonight's meeting.

Commissioner Owen moved, seconded by Commissioner Nesvacil to approve the Voucher Listing for the month of February, 2025, in the amount of \$1,205,986.86 and the payroll and payroll related expense distribution for the month of February, 2025 for \$ 1,126,659.35.

Roll was called with:

Ayes – Owen, Nesvacil, Supplitt, Gelinas

Nays – None

Absent – None

Ayes – 4; Nays – 0; MOTION CARRIED

Commissioner Nesvacil moved, seconded by Commissioner Owen to approve the Voucher Listing for the month of March, 2025, in the amount of \$1,031,892.86 and the payroll and payroll related expense distribution for the month of March, 2025 for \$ 1,143,460.65.

Roll was called with:

Ayes –Nesvacil, Owen, Supplitt, Gelinas

Nays – None

Absent – None

Ayes – 4; Nays – 0; MOTION CARRIED

2026 OSLAD GRANT APPLICATION CONSIDERATION FOR FLENTIE PARK

Executive Director Fullerton said Director Kramer reviewed all the different parks to consider for the OSLAD grant and recommended Flentie Park. If the Board agrees, staff will proceed with Hitchcock Design Group for the design process. The consensus of the Board was to move forward with applying for the OSLAD grant to make improvements to Flentie Park.

PARK FOUNDATION REPORT

Executive Director Fullerton said the Foundation Board recently met and are preparing for the upcoming Pickleball tournament. The Marketing department is handling sponsorships and the Athletic Coordinator, Bret Woodside, is handling all the components of the tournament this year.

EXECUTIVE DIRECTOR REPORT

Executive Director Fullerton shared the following information:

- Arbor Day is Friday, April 25 at Prairie Park beginning at 9:30am. The Village is leading the event this year.
- The Prairie Park ribbon cutting is at 9:00am on Saturday, April 26.
- Executive Director Fullerton and Director Kramer are attending the Village Plan Commission meeting tomorrow for the ARC and Recreation Park projects. Executive Director Fullerton shared that the Village staff prefers a decorative metal fence around the Recreation Park pool, rather than a chain link fence.


- Executive Director Fullerton met with Village staff and Frontier Days volunteers last Friday. The Frontier Days volunteers would like all the landscape islands and landscaping along Douglas in the parking lot by the bathhouse to be removed for their food tent. At this time there is no resolution to this situation.
- President Leno hopes the Museum staff is looking into a partnership with the Library to be included in the MAC.
- Executive Director Fullerton reached out to the Library and they are working on some programming with the Trickster Center, and more heritage type programming. Staff has a phone call into the president of the Historical Society to see if they would be interested in further researching a land statement.

COMMISSIONER REPORTS


- Commissioner Supplitt attended the Walk for Autism and said it was fabulous.
- Commissioner Nesvacil congratulated staff on receiving the Power Play grant.
- Vice President Gelinis said the parks look great.
- Commissioner Owen questioned when the Driving Range was going to open. Director Meyer replied it would open tomorrow unless it rains.
- Commissioner Owen attended the opening of the newly renovated Payton's Hole.

ADJOURNMENT

Commissioner Nesvacil moved, seconded by Commissioner Owen, to adjourn the Regular Meeting at 7:43 p.m. On a voice vote, the motion was approved 4-0.



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



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

5/13/25

Date Approved