



MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
ARLINGTON HEIGHTS PARK DISTRICT
Administration Center
410 N. Arlington Heights Road
May 13, 2025 at 6:30pm

President Leno called the Regular Board Meeting to order at 6:35 p.m.

ROLL CALL OF COMMISSIONERS

Commissioners Present

M. Leno
T. Gelinas
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: Lindsey Robertson, Matt Healy

Others in Attendance: Shelley Zuniga and John McGovern, WT Group; Bill Manganaro, Resident

RECOGNITION OF VISITORS & CITIZENS TO BE HEARD

None

APPROVAL OF MINUTES

Commissioner Supplitt moved, seconded by Vice President Gelinas, to approve the February 22, 2025 Joint Meeting with the Village of Arlington Heights minutes. On a voice vote, the motion was approved 3-0, with Commissioner Owen abstaining.

Commissioner Supplitt moved, seconded by Commissioner Owen to approve the April 22, 2025 Regular Meeting minutes. On a voice vote, the motion was approved 3-0, with President Leno abstaining.

ELECTION CANVAS

Vice President Gelinas moved, seconded by Commissioner Owen, to accept the Official Canvass Results from the Office of the Cook County Clerk from the Consolidated Election of April 1, 2025 as presented and declare that Maryfran Leno, receiving 9,432 votes, and Tim Gelinas, receiving 8,752 votes, and John Supplitt, receiving 8,925 votes, are duly elected for four-year terms to the Office of Park Commissioner based on the report of the Cook County Clerk's office. On a voice vote, the motion was approved 4-0.

ADMINISTRATION OF OATH OF OFFICE

Executive Director Fullerton swore in Commissioners Leno, Gelinas and Supplitt for a four-year term as Park Board Commissioner, and presented them their official certificates from the County.

ANNUAL MEETING - ELECTION OF OFFICERS

PRESIDENT

Commissioner Supplitt nominated Commissioner Leno for the office of President for the Fiscal Year 2025/26.

Commissioner Gelinas moved, seconded by Commissioner Owen, that the nominations be closed and the Secretary be directed to cast a unanimous ballot. On voice vote, the motion was approved 4-0.

VICE PRESIDENT

Commissioner Supplitt nominated Commissioner Gelinas for the office of Vice President and Assistant Secretary for the Fiscal Year 2025/26.

Commissioner Supplitt moved, seconded by Commissioner Owen, that the nominations be closed and the Secretary be directed to cast a unanimous ballot. On voice vote, the motion was approved 4-0.

APPOINTMENT OF OFFICERS

Commissioner Owen moved, seconded by Vice President Gelinas, that Carrie Fullerton be reappointed to the offices of Executive Director, Secretary of the Board, and NWSRA Representative, Freedom of Information Act Officer, Open Meetings Act Officer and Principal Authority of Illinois Funds.

Jason Myers be reappointed to the office of Assistant Secretary, Treasurer, Representative to the Park District Risk Management Agency, Freedom of Information Act Officer, Open Meetings Act Officer and Principal Authority for the Illinois Funds.

Brian Meyer be reappointed as NWSRA Alternate and ADA Compliance Officer.

Rosie Gallina be appointed as ADA Compliance Officer, Freedom of Information Act Officer, and Open Meetings Act Officer.

John Kramer be appointed as ADA Compliance Officer.

Janna Witt be reappointed as Assistant Treasurer.

Kathy Lydon and Troy Lukas be reappointed as Freedom of Information Act Officers and Open Meetings Act Officers.

All of the above for the Fiscal Year 2025/26. On a voice vote the motion was approved 4-0.

PRESENTATIONS & INFORMATIONAL REPORTS

APPROVAL OF THE ARLINGTON HEIGHTS PARK DISTRICT UPDATED 2025 ADA TRANSITION PLAN

Executive Director Fullerton introduced John McGovern and Shelley Zuniga of WT Group who have been working on updating the District's ADA Transition Plan. WT Group staff visited all of the district's parks and facilities, as well as reviewed the plans for Recreation Park project. They also conducted several community feedback sessions. WT Group will be offering additional training for staff on ADA Accessibility.

John and Shelley presented their transition plan report. They discussed ADA requirements for new and existing sites, the transition plan, and their process and strategies. After their presentation, John and Shelley answered questions the Board had regarding this updated ADA Transition Plan.

Vice President Gelinas moved, seconded by Commissioner Owen to approve the Arlington Heights Park District Updated 2025 ADA Transition Plan. On a voice vote, the motion was approved 4-0.

OLD BUSINESS

APPROVAL OF BUDGET AND APPROPRIATION ORDINANCE NO. 736

Director Myers explained that the reason Capital was appropriated 20% more is because of the amount of Capital projects this year.

Commissioner Owen moved, seconded by Vice President Gelinas to approve Ordinance No. 736, "the Combined Annual Budget and Appropriation Ordinance of the Arlington Heights Park District for the Fiscal Year beginning May 1, 2025, and ending April 30, 2026", as presented.

Roll was called with:

Ayes –Owen, Gelinas, Supplitt, Leno

Nays – None

Absent – Nesvacil,

Ayes – 4; Nays – 0; MOTION CARRIED

NEW BUSINESS

APPROVAL OF ORDINANCE NO. 737

Director Kramer said this ordinance allows the district to turn over the two vehicles to Enterprise to sell on behalf of the district as part of the Enterprise contract.

Vice President Gelinas moved, seconded by Commissioner Owen, to approve Ordinance No. 737, an ordinance authorizing the disposal of personal property owned by the Arlington Heights Park District. On a voice vote the motion was approved 4-0.

APPROVAL OF RECREATION PARK PHASE I CHANGE ORDERS

Commissioner Supplitt moved, seconded by Vice President Gelinas, to approve Recreation Park Phase 1 Change Orders as presented.

Roll was called with:

Ayes – Supplitt, Gelinas, Owen, Leno

Nays – None

Absent – Nesvacil

Ayes – 4; Nays – 0; MOTION CARRIED

APPROVAL OF THE AMENDMENT TO HITCHCOCK DESIGN GROUP'S RECREATION PARK OSLAD PHASE II FINAL DESIGN SERVICES

Commissioner Owen moved, seconded by Vice President Gelinas to approve the amendment to Hitchcock Designs Group's Recreation Park OSLAD Phase-II final design services in the amount of \$9,500 for a total not-to-exceed amount of \$210,500

Roll was called with:

Ayes – Owen, Gelinas, Supplitt, Leno

Nays – None

Absent – Nesvacil

Ayes – 4; Nays – 0; MOTION CARRIED

PARK FOUNDATION REPORT

Director Lewandowski shared that the Pickleball tournament is on Sunday, May 18, with 42 teams currently registered.

EXECUTIVE DIRECTOR REPORT

Executive Director Fullerton updated the Board on the following:

- Welcome back Amy!

- Executive Director Fullerton had Director Meyer share that Matt Healy has been promoted to General Manager of ARC Operations, and will now oversee Aquatics along with his current responsibilities.
- The Recreation Park project was on the front page of the Daily Herald today.
- Executive Director Fullerton said staff is planning to name the multi-purpose room and rental space in the new Recreation Park bathhouse, and asked if the Board had any suggestions. Commissioner Supplitt asked if it could be a revenue opportunity. Executive Director Fullerton replied she will review the district's naming policy.
- Executive Director Fullerton asked who was planning on attending the Memorial Day parade. Commissioner Supplitt replied he would be there. Commissioners Owen and Gelinias will let the Executive Director know.
- The district has an opportunity to get time-lapse photography of the construction of Recreation Park at the cost of \$15,000. Vice President Gelinias is not in favor of spending that much for time-lapse photography. President Leno said there is one being done for a project at Itasca Park District so she and will see who they used and what the cost was.
- Executive Director Fullerton shared several proposed designs for the upcoming Hasbrook playground project.
- Executive Director Fullerton also shared drawings of a reconfiguration of the women's locker room at ARC from two separate changing areas into one larger area. Superintendent Robertson said this change was based on feedback from users after seeing the posted drawings. Matt Healy explained the new design for the Board. Executive Director Fullerton said there is a 16-week lead time on the lockers. The Board questioned if the current lockers could be reused, and inquired if all the locker rooms would be closed during the remodel. Executive Director Fullerton replied the plan is to remodel all the main aquatic locker rooms at the same time, and she will find out if the current lockers could be reused.
- Executive Director Fullerton shared information regarding the June 9 Recreation Park Phase I ribbon cutting.
- Executive Director Fullerton asked Director Meyer to give an update on the results of the recent satisfaction survey that went out to all program participants.

COMMISSIONER REPORTS

- Vice President Gelinias said he is excited for the progress of the new Recreation Park.
- Commissioner Owen said the Adirondack chair is a big hit.
- President Leno stated she is looking forward to the pools opening. She asked when the ground breaking is for Recreation Park, and hopes staff plan something fun for the last day when the Rec Park pool closes.

MOVED INTO CLOSED SESSION

Commissioner Supplitt moved, seconded by Commissioner Owen to hold Closed Session 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 8:08 p.m.

Roll was called with:

Ayes – Supplitt, Owen, Gelinias, Leno

Nays – None

Absent – Nesvacil

Ayes – 4; Nays – 0; MOTION CARRIED

RECONVENED TO REGULAR MEETING

At 8:26 p.m. the Regular Meeting was reconvened and the following were present:

Board: Leno, Gelinias, Owen, Supplitt,

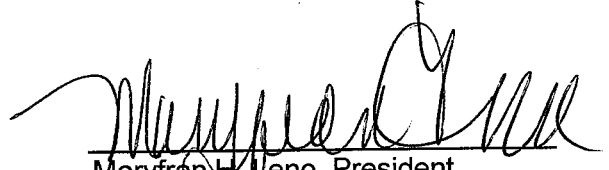
Staff: Fullerton, Myers, Meyer

ADJOURNMENT

Commissioner Owen moved, seconded by Vice President Gelinas, to adjourn the Regular Meeting at 8:27 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

6/10/25

Date Approved

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