



MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
ARLINGTON HEIGHTS PARK DISTRICT
Administration Center
410 N. Arlington Heights Road
August 26, 2025 at 6:30pm

President Leno called the Regular Board Meeting to order at 6:31 p.m.

ROLL CALL OF COMMISSIONERS

Commissioners Present

M. Leno
T. Gelinas
R. Nesvacil
J. Supplitt

Commissioners Absent

B. Owen

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; Matt Turinsky, Superintendent of Parks-Grounds and Fleet; and Kathy Lydon, Recording Secretary.

RECOGNITION OF VISITORS & CITIZENS TO BE HEARD

None

APPROVAL OF MINUTES

Commissioner Supplitt moved, seconded by Commissioner Nesvacil to approve the August 12, 2025 Regular Meeting minutes. On a voice vote, the motion was approved 4-0.

PRESENTATIONS & INFORMATIONAL REPORTS

JUNE 2025 AND JULY 2025 FINANCIALS

Director Myers said Commissioner Supplitt had a few questions regarding these financial reports that were answered prior to tonight's meeting.

Director Myers shared that he received an email from Cook County today stating the tentative tax rate would be available tomorrow. The last time this happened, it took approximately twelve days to get the final rate.

OLD BUSINESS

DRAFT UNITARY SURFACE PROCEDURE

Executive Director Fullerton asked if everything that was discussed regarding the draft unitary surface procedure at the last meeting was included in this updated draft procedure. The Board had no additional comments so this procedure will be used going forward for new playground installations.

NEW BUSINESS

APPROVAL OF ANNUAL NWSRA ASSESSMENT & RESOLUTION R-3-25

Executive Director Fullerton stated the assessment is a 2.5% increase from last year. Commissioner Supplitt asked why the District was contributing more than the required 2% amount. Director Myers explained that the extra half percent increase was to correct a miscoding by another park district last year resulting in that park district over paying.

Commissioner Supplitt moved, seconded by Commissioner Nesvacil, to approve the Northwest Recreation Association Assessment Resolution for Calendar Year 2026 from 2025 taxes in the amount of \$591,983.23

Roll was called with:

Ayes – Supplitt, Nesvacil, Gelinias, Leno

Nays – None

Absent – Owen

Ayes – 4; Nays – 0; MOTION CARRIED

APPROVAL OF DECEASED BOARD MEMBER RECOGNITION POLICY

President Leno said she does not feel the policy is ready to be approved. She pointed out that Board members are already given a resolution, a brick and a tree once they are no longer serving on the board, so it would be redundant to plant another tree when they pass away. President Leno asked the fellow Board members to think about what they think would be appropriate to do in the event a Board member passes away and send their ideas to Executive Director Fullerton.

APPROVAL OF JUNE 2025 VOUCHER LISTING

Commissioner Nesvacil moved, seconded by Vice President Gelinias to approve the Voucher Listing for the month of June, 2025, in the amount of \$1,867,541.41 and the payroll and payroll related expense distribution for the month of June, 2025 for \$ 1,700,721.71.

Roll was called with:

Ayes – Nesvacil, Gelinias, Supplitt, Leno

Nays – None

Absent – Owen

Ayes – 4; Nays – 0; MOTION CARRIED

APPROVAL OF JULY 2025 VOUCHER LISTING

Commissioner Nesvacil moved, seconded by Vice President Gelinias to approve the Voucher Listing for the month of July, 2025, in the amount of \$1,695,896.57 and the payroll and payroll related expense distribution for the month of July, 2025 for \$ 1,886,123.23.

Roll was called with:

Ayes – Nesvacil, Gelinias, Supplitt, Leno

Nays – None

Absent – Owen

Ayes – 4; Nays – 0; MOTION CARRIED

APPROVAL OF TREE PRESERVATION POLICY

Superintendent Turinsky said the District received a \$25,000 grant through the Chicago Region of Trees Initiative, which is administrated by the Morton Arboretum. As part of the grant requirements, the District must adopt a Tree Preservation policy. The grant money will be used to inventory all the trees in our parks as well as determine the species, age, etc. which will be a great tool for the District.

Vice President Gelinias moved, seconded by Commissioner Nesvacil to approve the Arlington Heights Park District Tree Preservation Policy. On a voice vote, the motion was approved 4-0.

PARK FOUNDATION REPORT

- Director Lewandowski said there are just over 50 golfers signed up for the September 25 Foundation golf outing so far, and over \$20,000 in sponsorships have been secured.

EXECUTIVE DIRECTOR REPORT

Executive Director Fullerton updated the Board on the following:

- Executive Director Fullerton asked the Board if they would be interested in having a small grand opening for the skate park in October. The consensus was yes.
- A virtual meeting is scheduled tomorrow night for the Flentie Park playground OSLAD grant application.
- Regarding the Melas Park shade structure discussion at the last meeting, Superintendent Turinsky said he is trying to get accurate measurements. He hopes to get quotes to Executive Director Fullerton next week.

COMMISSIONER REPORTS

- Commissioner Supplitt stated he enjoys participating in the Park Foundation meetings.

ADJOURN TO CLOSED SESSION

Commissioner Supplitt moved, seconded by Commissioner Nesvacil to hold Closed Session for personnel matters involving specific employees of the AHPD – 5ILCS 120/2(c)(1) and 5ILCS 120/2(c)(2); potential acquisition of real estate 5 ILCS 120/2(c)(5) and 5 ILCS 120/2(c)(6); and potential litigation – 5ILCS 120/2(c)11 at 7:03 p.m.

Roll was called with:

Ayes – Supplitt, Nesvacil, Gelinias, Leno

Nays – None

Absent – Owen

Ayes – 4; Nays – 0; MOTION CARRIED

RECONVENED TO OPEN SESSION

At 8:54 p.m. the Regular Meeting was reconvened and the following were present:

Board: Leno, Gelinias, Nesvacil, Supplitt

Staff: Fullerton

APPROVAL OF SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES FOR DESTRUCTION / RELEASE

Commissioner Supplitt 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 February 13, 2024, November 14, 2023, and November 28, 2023 be destroyed. On a voice vote, the motion was approved 4-0.

Commissioner Supplitt moved, seconded by Commissioner Nesvacil to not release the approved 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, January 10, 2023, May 9, 2023, July 18, 2023, April 23, 2024, July 9, 2024, August 13, 2024, October 22, 2024 and November 12, 2024 due to personnel, and unfinished business. On a voice vote, the motion was approved 4-0.

Commissioner Supplitt moved, seconded by Commissioner Nesvacil to release the approved Closed Session minutes of August 27, 2024 and February 24, 2025. On a voice vote, the motion was approved 4-0.

ACTION RELATED TO THE EXECUTIVE DIRECTOR'S EMPLOYEMENT AGREEMENT

Commissioner Nesvacil moved, seconded by Vice President Gelinias, to approve an increase of 6.2% to the Executive Director's base salary, a one-time \$3,000 bonus based on performance, and an additional year added to the Executive Director's contract.

Roll was called with:

Ayes – Nesvacil, Gelinas, Supplitt, Leno

Nays – None

Absent – Owen

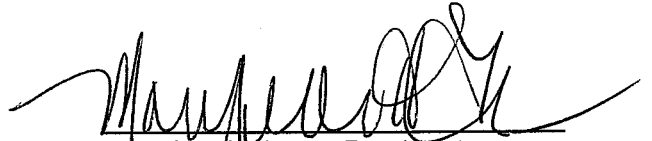
Ayes – 4; Nays – 0; MOTION CARRIED

ADJOURNMENT

Commissioner Supplitt moved, seconded by Vice President Gelinas, to adjourn the Regular Meeting at 8:57 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

9/9/25

Date Approved