



MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
ARLINGTON HEIGHTS PARK DISTRICT
Administration Center
410 N. Arlington Heights Road
July 14, 2026 at 6:30pm

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

President Leno led the Pledge of Allegiance.

ROLL CALL OF COMMISSIONERS

Commissioners Present

M. Leno
T. Gelinas
B. Owen
J. Supplitt

Commissioners Absent

R. Nesvacil

Staff Present: Carrie Fullerton, Executive Director; Jason Myers, Deputy Director; Brian Meyer, Director of Recreation and Facilities; Amy Lewandowski, Director of Marketing and Community Engagement; John Kramer, Director of Parks and Planning; and Kathy Lydon, Recording Secretary.

Other Staff in attendance: Janna Witt, Stephenie Gualano, Veronica Desouza, Johana Villasenor

Visitors: Rachel Longberg, Lamp Inc; Jane Kapsalis and Nick Pastore, Paycom

Residents: Barry O'Neil, Sheila DeLattre

RECOGNITION OF VISITORS & CITIZENS TO BE HEARD

New Staff Introductions

Deputy Director Myers introduced Veronica Desouza as the new HR Finance Specialist, and Superintendent Witt introduced Johana Villasenor as the new Guest Service Specialist. President Leno welcomed them both to the district.

Resident Barry O'Neil inquired about the advertising banner hanging at Volz Park and asked if it was a general practice to have advertising at parks. President Leno replied that over the past several years the Board has given staff the directive to seek sponsors. Executive Director Fullerton added that the District procures a wide range of sponsorships that can be advertised in the brochure, on banners in the parks, on the park district website as well as through social media. Director Lewandoski outlined further details about how sponsorships work and informed Mr. O'Neil that this information is also available on our website.

APPROVAL OF MINUTES

Vice President Gelinas moved, seconded by Commissioner Supplitt, to approve the minutes of the June 23, 2026 Regular Meeting minutes. On a voice vote, the motion was approved 4-0.

Commissioner Supplitt moved, seconded by Commissioner Owen to approve the minutes of the June 23, 2026 Closed Session Meeting minutes. On a voice vote, the motion was approved 4-0.

PRESENTATIONS & INFORMATIONAL REPORTS

APRIL 2026 FINANCIALS

Deputy Director Myers stated that the fund balance continues to be strong even with the property tax delay.

OLD BUSINESS

APPROVAL OF RECREATION PARK PUMP TRACK PURCHASE

Director Kramer said the purchase of a pump track was budgeted for this year, and Hitchcock Design Group was given a design contract to look at design options. The vendor selected is part of Sourcewell purchasing cooperative. Park District staff will erect the pump track internally. Director Kramer answered questions the Board had regarding the pump track.

Vice President Gelinas moved, seconded by Commissioner Owen, to approve purchasing the Recreation Park pump track equipment using Sourcewell purchasing cooperative, 090425-ART to Artisan Skateparks for the not-to-exceed amount of \$59,800.

Roll was called with:

Ayes – Gelinas, Owen, Supplitt, Leno

Nays – None

Absent – Nesvacil

Ayes – 4; Nays – 0; MOTION CARRIED

APPROVAL OF RECREATION PARK PHASE 3 CHANGE ORDERS

Director Kramer stated this change order is for tuckpointing and replacing broken bricks on the community building. The second change order is a credit to the contingency for this project.

Vice President Gelinas moved, seconded by Commissioner Supplitt, to approve Recreation Park Phase 3 Change Orders #'s 043 and 065 as presented.

Roll was called with:

Ayes – Gelinas, Supplitt, Owen, Leno

Nays – None

Absent – Nesvacil

Ayes – 4; Nays – 0; MOTION CARRIED

LAND CASH ORDINANCE DISCUSSION

Executive Director Fullerton led the discussion on the current Land Cash ordinance with the Village. At the Board's request, Executive Fullerton shared information of the per acre price other park districts are receiving, as well as how much we have collected in cash donations from the Village over the past five years. Executive Director Fullerton has an upcoming meeting scheduled with the Village Manager where she will have a conversation with him regarding this subject matter.

PARK ID SIGN DISCUSSION

Director Kramer stated as part of this year's capital budget, money has been set aside for the replacement of 10 Park ID signs. He shared several different sign designs with the Board to choose from. After discussion, the Board came to a consensus on which design they would like to have installed.

Commissioner Supplitt moved, seconded by Vice President Gelinas, to select option #8 as the district's standard Park ID sign. On a voice vote, the motion was approved 4-0.

PAYROLL SYSTEM RECOMMENDATION

Deputy Director Myers said a taskforce was created to research potential software that would potentially combine payroll and HR related programs into one system. The taskforce unanimously chose Paycom. Superintendent Gualano shared information on the benefits of Paycom.

Jane Kapsalis and Nick Pastore from Paycom attended the meeting to answer questions the Board had regarding their software.

Vice President Gelinas moved, seconded by Commissioner Owen, to approve and authorize the appropriate District representative to enter into a three-year agreement with Paycom to convert the human resources information and payroll software for an implementation cost of \$13,178.56, a total annual cost of \$172,544.00 (year one), \$177,720.32 (year two), and \$186,606.34 (year three) and upon final attorney review.

Roll was called with:

Ayes – Gelinas, Owen, Supplitt, Leno

Nays – None

Absent – Nesvacil

Ayes – 4; Nays – 0; MOTION CARRIED

NEW BUSINESS

APPROVAL OF APRIL 2026 VOUCHER

Deputy Director Myers stated that Commissioner Supplitt had a few questions regarding the voucher listing that were addressed prior to the meeting.

Vice President Gelinas moved, seconded by Commissioner Owen, to approve the Voucher Listing for the month of April, 2026, in the amount of \$ 4,605,206.11 and the payroll and payroll related expense distribution for the month of April, 2026 for \$ 1,277,946.56.

Roll was called with:

Ayes –Gelinas, Owen, Supplitt, Leno

Nays – None

Absent – Nesvacil

Ayes – 4; Nays – 0; MOTION CARRIED

PARK FOUNDATION REPORT

Director Lewandowski said 330 ducks have been sold so far for the Lucky Duck Dash. This event will be held on Sunday, July 19.

EXECUTIVE DIRECTOR REPORT

Executive Director Fullerton updated the Board on the following:

- The first community meeting for the Lake Terramere OSLAD grant was held on July 8. The meeting was well attended, and staff received a lot of feedback. A second meeting is scheduled for July 15.
- Recreation Park pool will not be ready to open in August. Two alternate sets of dates have been selected as potential opening dates.
- The NWSRA Gala will be held on Friday, October 23 at Chevy Chase.
- Executive Director Fullerton handed out the power point that Village Manager Recklaus shared with the Village Board for the proposed ice rink.

COMMISSIONER REPORTS

- All Commissioners thanked staff for their work preparing for Frontier Days, the clean-up, and storm repairs after the festival concluded.

MOVED INTO CLOSED SESSION

Commissioner Supplitt moved, seconded by Vice President Gelinas, to hold Closed Session for personnel matters involving specific employees of the AHPD – 5ILCS 120/2(c)(1),) at 7:59 p.m.

RECONVENED TO REGULAR MEETING

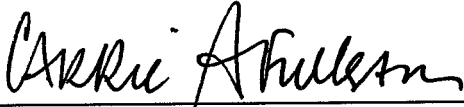
At 8:05 p.m. the Regular Meeting was reconvened and the following were present:

Board: Leno, Gelinas, Owen, Supplitt

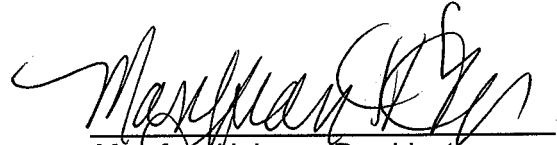
Staff: Fullerton, Myers

ADJOURNMENT

Commissioner Supplitt moved, seconded by Vice President Gelinas to adjourn the Regular Meeting at 8:05 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

8/11/26

Date Approved