

**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF COMMISSIONERS OF THE
RIVER TRAILS PARK DISTRICT,
COOK COUNTY, ILLINOIS, HELD AT
401 E. CAMP MC DONALD ROAD IN SAID DISTRICT
ON THE THIRD DAY OF NOVEMBER 3, 2016 AT 7:00 P.M.**

The President called the meeting to order and directed the Secretary to call the roll. Upon roll being called, the following Commissioners answered present: Edward W. Rechner, Lois B. Hauge, Jack Cerniglia and Gail Dieterich. Also present were Director Bret Fahnstrom, Superintendent of Parks Tom Pope, Superintendent of Recreation Patti Mitchell Superintendent of Finance Steve Cummins and Recording Secretary Moira Zale. Commissioner James Murphy was absent.

II. Guests Present: None

III. The Agenda for November 3, 2016 was submitted for approval. Commissioner Dieterich moved to approve said agenda. The motion was seconded by Commissioner Hauge and approved by common consent.

IV. The Minutes of the Regular Meeting of October 20, 2016 were submitted for approval. Commissioner Dieterich moved to approve said minutes as presented. Commissioner Cerniglia seconded the motion which was approved by common consent.

V. Treasurer Bret Fahnstrom presented the Treasurer's Reports for September 2016. After discussion, Commissioner Dieterich moved to approve the Treasurer's Report as presented. Commissioner Hauge seconded the motion which was approved by common consent.

VI. Communications.

a. Superintendent Mitchell presented the September 2016 Golf Financial Report.

Golf rounds were down 1929 from last year however compare to previous years September was still a good month. Bar, grill and banquets revenue is up \$6415 from last year.

b. IAPD Survey. The key findings and results from the completed River Trails Park District's W-2 and Revenue Analysis, with Statewide Comparisons were discussed.

c. Miscellaneous Communications. An informational article from the IAPD President regarding the need for the Board Member's understanding of the finances for the park district was discussed.

VII. Old Business

a. Comprehensive Master Plan (CMP). Director Fahnstrom discussed the Draft of goals for the CMP. He asked that the Commissioners submit their goals and / or objective prioritization by Friday, November 11th for the final and possible draft of the completed CMP. Further discussion will take place at the November 17th Board Meeting with the potential adoption of the completed CMP at the December 1, 2016 Board Meeting.

VIII. New Business:

a. Land Acquisition Environmental Review Policy. As part of the PDRMA Loss Control Review, staff is recommending the Land Acquisition policy 3.9 have an additional sentence added to the end of the paragraph that will read

**All Land acquisitions will require an Environmental Review prior to
the final transfer or purchase (see Appendix N).**

Commissioner Dieterich moved to adopt the Land Acquisition Environmental Review Program Policy as presented. Commissioner Cerniglia seconded the motion and upon roll being called, the Commissioners voted as follows:

AYES: Edward W. Rechner, Lois B. Hauge, Jack Cerniglia and Gail Dieterich

NAYS: None

ABSENT: James L. Murphy

b. Revenue Policy. This policy will be located in the Board Policy Manual, Section 8.6 Revenue Policy; Program Fees and the detail will be located in Appendix K. Once the Financial Policy Manual is redeveloped, it will be located in there as well. Commissioner Hauge moved to adopt the Revenue Policy as presented. Commissioner Cerniglia seconded the motion and upon roll being called, the Commissioners voted as follows:

AYES: Edward W. Rechner, Lois B. Hauge, Jack Cerniglia and Gail Dieterich

NAYS: None

ABSENT: James L. Murphy,

c. 2015 – 2017 Organizational Goal Updates for the 3rd Quarter were discussed.

d. Director’s Evaluation. President Rechner asked the Commissioners to have their completed evaluations emailed to him for review.

e. Due to his absence this evening, Commissioner / Vice – President James Murphy
“25” Year Recognition will be awarded at the November 17, 2016 Board Meeting.

IX. Commissioners Comments:

- The Holiday Party for the Full-time staff, current IMRF Employee’s and the Board of Commissioners will be held at the Rob Roy Clubhouse on Friday, December 2nd.
- Commissioner Dieterich discussed the need for the Mini-golf course to receive a face lift. She also made great suggestions and the possibility of offering incentives and free games to attract more of the community.
- Commissioner Hauge received a phone call today from a resident with a complaint regarding our registration form and the need for him to write down his credit card #. Superintendent of Finance, Steve Cummins will look into the procedure and follow-up with the resident.

X. Executive Session was not needed

XI. Action as a result of the Executive Session: N/A

XII. Adjournment: There being no further business to discuss, Commissioner Cerniglia moved to adjourn the November 3, 2016 meeting. Commissioner Dieterich seconded the motion and the meeting was adjourned at 8:34 p.m.

President

Secretary