

**MINUTES OF THE REGULAR MEETING OF  
THE BOARD OF COMMISSIONERS OF THE  
RIVER TRAILS PARK DISTRICT,  
COOK COUNTY, ILLINOIS, HELD AT  
505 E. CAMP MC DONALD ROAD IN SAID DISTRICT  
ON THE SIXTEENTH DAY OF FEBRUARY, 2017 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 Finance Steve Cummins, Superintendent of Recreation Patti Mitchell, Superintendent of Parks Tom Pope and Recording Secretary Moira Zale. Commissioner James L. Murphy was absent.

**II.** Guests Present: Regional Manager, William Colgan of Billy Casper Golf (BCG) and RRCH General Manager Rich Zubek. Also present was David Phillips of Speer Financial.

**III.** The Agenda for February 16, 2017 was submitted for approval. Commissioner Hauge moved to approve said agenda as amended: Move XII. Ordinance (17-02-16) to X. The motion was seconded by Commissioner Dieterich and approved by common consent.

**IV.** The Minutes of the BINA Public Hearing of February 2, 2017 were submitted for approval. Commissioner Hauge moved to approve said minutes as presented. Commissioner Dieterich seconded the motion which was approved by common consent.

**V.** The Minutes of the Public Hearing of the 2017 Budget and Appropriations were submitted for approval. Commissioner Dieterich moved to approve said minutes as presented. Commissioner Cerniglia seconded the motion which was approved by common consent.

**VI.** The Minutes of the Regular Meeting of February 2, 2017 were submitted for approval. Commissioner Dieterich moved to approve said minutes as presented. Commissioner Cerniglia seconded the motion which was approved by common consent.

**VII.** Superintendent Cummins presented the Final Treasurer's Report for December 2016. Commissioner Hauge moved to approve the Treasurer's Report as presented. Commissioner Cerniglia seconded the motion which was approved by common consent.

**VIII.** Treasurer Bret Fahnstrom presented the Invoice Listing for February 1, 2017 through February 13, 2017 in the amount of \$41,203.21 which was submitted for approval. Following discussion, Commissioner Hauge moved to approve the Invoice Listing 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

### **IX. Billy Casper Golf Annual Report.**

General Manager Zubek presented the 2016 BCG Golf Report for Rob Roy Golf Course and Banquets. There were 23,610 Rounds of golf played in 2016. BCG continues to use social media as a great marketing tool, always looking to add new incentives, promote new products and special events. In 2016 BCG presented a new free “perks pass” allowing the guest to earn points with each visit and redeem towards future merchandise and golfing. Congratulations to Yessica Alonzo the Banquet Coordinator at RRCH. She will be awarded in Florida next week from BCG for achieving “Salesperson of the Year”.

### **X. New Business**

a. Presentation from David Phillips of Speer Financial. There were 4 bids received for the 2017 G.O. Limited Tax Park Bond with the winning bid received from Mt. Prospect State Bank at the interest rate of 0.98%. Following discussion President Rechner presented and read the following:

AN ORDINANCE providing for the issue of approximately \$827,000 General Obligation Limited Tax Park Bonds, Series 2017, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto, for the payment of outstanding obligations of the District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof

Commissioner Cerniglia moved to approve Ordinance 17-02-16 as presented. Commissioner Hauge 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

### **XI. Communications:**

- a. **Superintendent Patti Mitchell presented the Recreation Operations Report for January 2017.** The commissioners commented how nice the 2017 Summer Aquatics flyer looked. Staff is very excited to introduce the Jeff Ellis and Associates swim lesson program and looking forward to improving the swim lesson experience for the community this summer. The winter event “Freeze Fest” will be held at the Zone on Friday, February 24<sup>th</sup>. Mommy and Me Valentines Tea had 55 attend last Saturday at RRCH. With summer hiring on the horizon, staff would like to thank Superintendent Cummins for getting the Applitrac up and ready for applicants to use. It has been a great success so far! On the job notation, our intern Mike Hoffman has been offered and accepted a full-time position with Darien Park District, staff wishes him the best in his future endeavors.
- b. **Superintendent Tom Pope presented the Mid-Winter Operations Report for the Maintenance Department.** With the very mild weather we have been having it has allowed the staff to get outside and work on renewal tree pruning. This is heavy trimming that is done every 4 years in the parks and schools. Kudos to Grounds Manager, Mike Hanley for doing very early spring cleaning and organizing of the Maintenance Garage. A list is being made of items for auction, donation or free-cycle. Staff is helping with the planning and details for the upcoming Freeze Fest Event. The annual Fitness Center cleaning with help from all of the Maintenance Staff is on the near horizon.
- c. **Superintendent Pope presented the Maintenance Department Annual Hours Worked Report for 2016.** The charts and graphs on the report showed the total Park, Building and Custodial hours as well as the locations and jobs performed. The Commissioners really appreciated the detail and format of the report.
- d. **Miscellaneous:** The application for Distinguished Agency Renewal will be submitted in March 2017.

**XII. Old Business: Salary Administration Policy**

After discussion, Commissioner Hauge moved to approve the Salary Administration 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

**XIII. New Business**

- a. Commissioner Hauge moved to approve Ordinance 17-02-16A authorizing the disposal of un-needed personal property of the River Trails Park District 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. **Fund Balance Transfer.** Staff is recommending the Board approve the transfer of \$350,000 into the Capital Projects Fund for work to begin on capital projects as identified in the Comprehensive Master Plan. Commissioner Dieterich moved to approve the Fund Balance Transfer 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. Director Fahnstrom highlighted and discussed general information for 2016 regarding the RTPD Foundation.
- d. Director Fahnstrom highlighted RTPD's 2016 Accomplishments.

**XIV. Commissioner Comments.**

- **Commissioner Dieterich** asked about PDRMA insurance coverage.

**XV. Executive Session.** None.**XVI. Action as a result of the Executive Session.** N/A**XVII.** There being no further business to discuss, the meeting was adjourned at 9:30 p.m.

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President

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Secretary

