

**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 SIXTEENTH DAY OF MARCH, 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, James L. Murphy, Lois B. Hauge, 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 Jack Cerniglia was absent.

II. Guests Present: Employee of the Season, George Rodriguez, Grounds Manager Mike Hanley and Manager of Athletics and Facilities Vance Violante.

III. Employee of the Season presentation. President Rechner thanked George Rodriguez for his hard work and great work ethic he has shown since being employed with the Parks Department since June of 2014. George's quick ability to learn and work with a team has led him to more responsibility and opportunities within the parks division. Congratulations and keep up the great work!

IV. The Agenda for February 16, 2017 was submitted for approval. Commissioner Murphy moved to approve said agenda as presented. The motion was seconded by Commissioner Hauge and approved by common consent.

V. The Minutes of the Regular Meeting of March 2, 2017 were submitted for approval. Commissioner Murphy moved to approve said minutes as presented. Commissioner Hauge seconded the motion which was approved by common consent.

VI. Superintendent Cummins presented the Invoice Listing for February 14, 2017 through March 13, 2017 in the amount of \$161,533.94 which was submitted for approval. Following discussion, Commissioner Hauge moved to approve the Invoice Listing as presented. Commissioner Murphy seconded the motion, and upon roll being called, the Commissioners voted as follows:

AYES: Edward W. Rechner, Lois B. Hauge, James L. Murphy and Gail Dieterich

NAYS: None

ABSENT: Jack Cerniglia

VII. Communications:

- a. Superintendent Patti Mitchell presented the Recreation Operations Report for February 2017.** Summer programs, registrations and facility rentals are keeping the Recreation staff busy. There have been new hires and interviewing of potential candidates for employment openings within the Recreation Department. A new Part-time Recreation Supervisor Brandon Magnini has been hired to supervise the Kids Squad and Youth Camp Programs. Joel Tournquist who is a current RTPD Recreation employee will fill the part-time Sponsorship and Marketing Coordinator position. There has been an ad placed with IPRA for a full-time Facilities / Zone Supervisor.
- b. Superintendent Tom Pope presented the Mid-Winter Operations Report for the Maintenance Department.** Due to the mild winter, hockey boards have been put away until next year. Annual mechanical work on both the parks and golf equipment is getting close to being finished up. Thank you to Mike Fuert from Idlewood Electric for his guidance of the Light Grant process. RTPD has been awarded a Light Grant. Superintendent Pope will present a report outlining the energy savings that will come from the upgrade to the LED lighting installations at a future meeting.

- c. **Miscellaneous:** Congratulations to our Communications and Marketing Manager, Christine Powels for graduating from the IPRA Leadership Academy. Director Fahnstrom presented a thank you letter from N.W. Compass for a recent delivery of 150 pounds of food collected and donated from patrons and staff of RTPD to their food pantry.

VIII. Old Business None.

IX. New Business

- a. **Recreation Operations 2016 Year End (Q4) Report.** Manager of Athletics and Facilities Vance Violante highlighted memberships and facility rentals for 2016. The overall number of rentals for the (3) facilities increased by 55 rentals to an all-time high of 746 rentals for 2016. The overall facility rental net revenues were up \$11,496 from 2015. Staff is looking forward to 2017 and the Zone Facility to continue its growth substantially due to the popularity of the Glass Room rental and Turf Fields.
- b. Commissioner Murphy moved to approve Ordinance 17-03-16 authorizing the disposal of un-needed personal property of the River Trails Park District as presented. Commissioner Dieterich seconded the motion, and upon roll being called, the Commissioners voted as follows:
- AYES: Edward W. Rechner, Lois B. Hauge, James L. Murphy and Gail Dieterich
 NAYS: None
 ABSENT: Jack Cerniglia
- c. Continuations of the overall revisions of the existing Personnel Policy Manual section #3.3-3.12 were discussed. Director Fahnstrom will update the changes as discussed.

XIV. Commissioner Comments.

- **Commissioner Dieterich,** Kudos to the Maintenance Department for the prompt and efficient snow removal at Burning Bush.
- **Director Fahnstrom** would like all of the Commissioners to renew their OMA and the FOIA certification(s), if applicable, through the Illinois States Attorney website.
- **Commissioner Rechner** received a letter for the Mt. Prospect Sunrise Breakfast for Elected Officials notifying him of the next meeting to be held in fall 2017. He will let the Commissioners know more when further information is received.

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 8:28 p.m.

President

Secretary