

**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 TWENTIETH DAY OF JULY, 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 Jack Cerniglia. Also present were Director Bret Fahnestrom, Superintendent of Finance Steve Cummins, Superintendent of Recreation Patti Mitchell, Superintendent of Parks Tom Pope and Recording Secretary Moira Zale. Commissioner Gail Dieterich was absent.

II. Guests Present: Recreation Supervisor, Brad Wessel.

III. The Agenda for July 20, 2017 was submitted for approval. Commissioner Hauge moved to approve said agenda as presented. The motion was seconded by Commissioner Murphy and approved by common consent.

IV. The Minutes of the Regular Meeting of June 15, 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.

V. Superintendent Cummins presented the May 2017 Treasurer's Report. Commissioner Murphy moved to approve the Treasurer's Report as presented. Commissioner Cerniglia seconded the motion which was approved by common consent.

VI. Superintendent Cummins presented the Invoice Listing for June 13, 2017 through July 17, 2017 in the amount of \$212,490.62 which was submitted for approval. Following discussion, Commissioner Murphy moved to approve the Invoice Listing as presented. Commissioner Hauge seconded the motion, and upon roll being called, the Commissioners voted as follows:

AYES: Edward W. Rechner, Lois B. Hauge, James L. Murphy and Jack Cerniglia

NAYS: None

ABSENT: Gail Dieterich

VII. Communications:

- a. Superintendent Patti Mitchell presented the Recreation Operations Report for June 2017.** Staff has been reviewing Distinguished Agency materials. Recreation Supervisor, Erich Beer will be implementing a new program, Arrow Tag that will be held at the Zone. Congratulations to the entire pool staff for achieving another "Exceeds Ellis Audit". During the Ellis audit one of the lifeguards, Mitch McTavish, was awarded the Ellis "Golden Guard" award. This is the highest achievement a lifeguard can receive, Congratulations to Mitch from the Board! Thank you to Grace Lutheran Church located in Mt. Prospect for their generous donation that helped "65" patrons of School District 26 receive pool passes this summer. The fall brochure will be mailed out the 1st week of August.
- b. Superintendent Tom Pope presented the monthly Report for the Maintenance Department.** Staff has started making repairs at the Mini-Golf Course. New prairie style and pollinator plantings have been placed at the Weiss Center parking a lot. Concrete work at the Zone entrance will be finished the end of July, followed by the parking lot repairs and restriping. The pool slide was inspected and re-waxing has been finished. LED lighting upgrades are continuing.

- c. **Golf Operations Report. Superintendent Patti Mitchell presented the Golf Financial Report for May 2017.** The Pro-Shop has 4990 rounds of Golf played so far for 2017. This is the 2nd highest number of rounds played in 5 years. Banquets are doing great! New mats, balls and ball trays were purchased for the Range.

VIII. Old Business

- a. **Personnel Policy Manual Review and Adoption.** Director Fahnstrom will update the changes as discussed. After discussion Commissioner Murphy moved to approve the Personnel Policy Manual as presented with changes discussed. Commissioner Cerniglia seconded the motion, and upon roll being called, the Commissioners voted as follows:

AYES: Edward W. Rechner, Lois B. Hauge, James L. Murphy and Jack Cerniglia

NAYS: None

ABSENT: Gail Dieterich

IX. New Business

- a. **Annual Youth /Sports Report. Recreation Supervisor, Brad Wessel presented the Annual Youth and Adult Athletics Report.** Many of the Youth Athletics saw participant numbers increase in 2016 from 2015. Supervisor Wessel is a co-founder of the Jr. High NWBB Conference. This is an In-House Basketball Travel program that will be played within the local park districts. A new end of the year “celebration” was well received by participants and their families. A snack and recognition of the participants was held after the last game of the season. Adult Sand Volleyball was added on this year. Thank you to Brad and his staff from Superintendent Mitchell for a running a very successful year!

- b. **Fiscal Policy Manual Review.** Director Fahnstrom presented the Fiscal Policy Manual for review and approval as submitted. Following discussion, Commissioner Cerniglia moved to approve the Fiscal Policy Manual as presented. Commissioner Hauge seconded the motion, and upon roll being called, the Commissioners voted as follows:

AYES: Edward W. Rechner, Lois B. Hauge, James L. Murphy and Jack Cerniglia

NAYS: None

ABSENT: Gail Dieterich

- c. **Safety Manual Review** Director Fahnstrom presented the Safety Manual for review and approval as submitted. Following discussion, Commissioner Murphy moved to approve the Safety Manual as presented. Commissioner Cerniglia seconded the motion, and upon roll being called, the Commissioners voted as follows:

AYES: Edward W. Rechner, Lois B. Hauge, James L. Murphy and Jack Cerniglia

NAYS: None

ABSENT: Gail Dieterich

- d. **Land Acquisition/Cash Donation Policy Review** Director Fahnstrom presented section 3.9 Land Acquisition/Cash Donation Policy for review and approval as submitted. Following discussion, Commissioner Murphy moved to approve the Land Acquisition/Cash Donation Policy as presented. Commissioner Hauge seconded the motion, and upon roll being called, the Commissioners voted as follows:

AYES: Edward W. Rechner, Lois B. Hauge, James L. Murphy and Jack Cerniglia

NAYS: None

ABSENT: Gail Dieterich

- e. **Local Travel Expense Act** Director Fahnstrom presented the Local Travel Expense Act for review and approval as submitted. Following discussion, Commissioner Cerniglia moved to approve the Local Travel Expense Act as presented. Commissioner Hauge seconded the motion, and upon roll being called, the Commissioners voted as follows:

AYES: Edward W. Rechner, Lois B. Hauge, James L. Murphy and Jack Cerniglia

NAYS: None

ABSENT: Gail Dieterich

- f. **Environmental Report Card Review.** Superintended Pope presented the IPRA Environmental Report Card Review. Following discussion, Commissioner Murphy moved to approve the IPRA Environmental Report Card Review as presented. Commissioner Cerniglia seconded the motion, and upon roll being called, the Commissioners voted as follows:

AYES: Edward W. Rechner, Lois B. Hauge, James L. Murphy and Jack Cerniglia

NAYS: None

ABSENT: Gail Dieterich

X. Commissioner Comments.

- **Commissioner Rechner** asked for a follow up regarding a participant child that had a seizure at the pool.

XI. Executive Session. At 8:54 Commissioner Hauge made a motion to enter into Executive Session. The motion was seconded by Commissioner Cerniglia and upon roll being called, the Commissioners voted as follows:

AYES: Edward W. Rechner, Lois B. Hauge, James Murphy and Jack Cerniglia

NAYS: None

ABSENT: Gail Dieterich

The board exited Executive Session at 8:57 p.m.

XII. Action as a result of the Executive Session: It has been determined that (1) the minutes or portions thereof no longer require confidential treatment and are available for public inspection or (2) the need for confidentiality still exists as to all or part of the closed session minutes.

Commissioner Murphy motioned to approve and release the minutes of Closed Sessions for January through June 2017. Commissioner Cerniglia seconded the motion which was approved by common consent.

Commissioner Hauge motioned to destroy the electronic minutes of Closed Sessions June 2015 through December 2015. Commissioner Cerniglia seconded the motion which was approved by common consent.

XIII. Adjournment: There being no further business to discuss, the meeting was adjourned at 8:58 p.m.