

**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 TWENTY FIRST DAY OF SEPTEMBER, 2017 AT 7:00 P.M.**

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

II. Visitors present: Sponsorship & Marketing Coordinator, Joel Tornquist for marketing and sponsorship update.

III. The Agenda for September 21, 2017 was submitted for approval. Commissioner Dieterich moved to approve said agenda as presented. The motion was seconded by Commissioner Hauge and approved by common consent.

IV. The Minutes of the Regular Meeting of September 7, 2017 were submitted for approval. Commissioner Hauge moved to approve said minutes as amended.

- a. Commissioner comment's second bullet should be new *banners*
- b. Item IV should be *Commissioner Dieterich and Commissioner Cerniglia abstained*. Commissioner Dietrich seconded the motion which was approved by common consent.

V. Executive Director Fahnstrom presented the Invoice Listing for August 15, 2017 through September 18, 2017 in the amount of \$212,316.26 which was submitted for approval. Following discussion, Commissioner Dieterich 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 and Gail Dieterich

NAYS: None

ABSENT: Jack Cerniglia and James L. Murphy.

VI. Communications:

- a. **Superintendent Patti Mitchell presented the Recreation Operations Report for August 2017.** Hit the Trails Schools Out program had their first field trip this school year. We had 44 kids participate. This program has grown so much we had to rent a bus. They went to Legoland. Since we teamed up with Billy Casper to take back Golf lessons we've made \$11,000 in revenue. We have two stellar Fitness members, Joyce and Sal combined they have lost 163 pounds! They are RTPD's Very own Biggest Losers. Trail Blazers preschool enrollment is going very well. Our morning classes for both Junior and Senior are filled. Combination Junior and Senior afternoon class already has 13, that is three more than we had last school year.
- b. **Superintendent Tom Pope presented the monthly Report for the Maintenance Department.** The cell tower path at Woodland Trails was installed wrong it has taken 5 months for them to realize it. It will be redone again for the third time. Since we are in a drought the guys have been using the water truck and soaking hoses for watering our perennials. NEEA Step is evaluating us, it is a free program through Com Ed. We will receive a hundred light switches as part of a grant. This is a push for organizations to be sustainable.

- c. **Sponsorship & Marketing Coordinator, Joel Tornquist presented the Marketing and Sponsorship update.** He has identified marketing goals for the district. He is attending ribbon cutting ceremonies in Mount Prospect to start building relationships with new businesses. He feels we need to focus on proximity /location instead of size of our agency to get sponsorships. He is trying to balance the social media with other advertising avenues for our older clientele. He is working on sponsorships for OCR. He and Christine wrote an article on Woodland Trails Pool receiving the Ellis Platinum award.
- d. **Executive Director, Bret Fahnstrom presented the Timeline of the 2017 Tax Levy.** The agencies last day to submit the levy is Tuesday December 26. It will be hand delivered prior to this date. At the December 7, 2017 Board meeting there will be the public hearing for the 2017 Tax levy.
- e. **Executive Director, Fahnstrom presented the Timeline for the 2018 Budget and Appropriations.** He is hoping for tentative approval at the December 7, 2017 board meeting.
- f. **Executive Director, Bret Fahnstrom talked about a few items in the miscellaneous hand out.**
 - a. A newspaper article on the park district partnership with Prospect Heights Park District and Mount Prospect Park District excludes the agencies golf courses and Mount Prospect Park District Dog Park.
 - b. A letter from PDRMA on the reimbursement for the 2017 Ellis and Associates in the form of a \$2700 check to RTPD.
 - c. St. Thomas Becket letter thanking us for the use of Burning Bush Trails Park for their Parish Picnic.
 - d. James L. Murphy resigned on Tuesday, September 19, 2017 as Board Member due to his ongoing health issues. He will be submitting an official letter shortly.

VII. Old Business

- a. Director Fahnstrom has not received much information from other district but will continue to ask around to get a sense of what other options may be.

VIII. New Business

- a. Part Time Seasonal staff wages for the Recreation Department and Maintenance Department were presented for board review and approval. Commissioner Dieterich moved to approve recommended part time wage scales as presented. Commissioner Hauge seconded the motion, and upon roll being called, the Commissioners voted as follows:

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

NAYS: None

ABSENT: Jack Cerniglia and James L. Murphy.

IX. Commissioner Comments.

- Commissioner Dieterich showed a picture of our bike rack in the Mount Prospect Centennial page
- Commissioner Rechner reminded everyone about the Sun Rise Connection meeting at Mount Prospect Library on October 6 at 7:30 am.

X. Executive Session. None

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

XII. Adjournment: There being no further business to discuss, the meeting was adjourned at 8:52 p.m.

President

Secretary Pro tempore