

**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 AUGUST 2018 AT 7:00 P.M.**

- I.** The President called the meeting to order at 7:00 p.m. and directed Carole Dohse, Accounting and Administrative Assistant to call the roll. Upon roll being called, the following Commissioners answered present: Edward W. Rechner, Lois B. Hauge, Nancy Parra, Jack Cerniglia, and Gail Dieterich. Also present were Director Bret Fahnstrom and Superintendent of Finance Steve Cummins. Superintendent of Parks Tom Pope arrived at 7:12 p.m.
- II.** Visitors Present: None present
- III.** The Agenda for August 16, 2018 was submitted for approval. Commissioner Hauge moved to approve said agenda with the requested change. The motion was seconded by Commissioner Cerniglia and approved by common consent.
- IV.** The Minutes of the Regular Meeting of July 19, 2018 were submitted for approval. Commissioner Parra moved to approve said minutes as presented. Commissioner Hauge seconded the motion which was approved by common consent.
- V.** Superintendent of Finance Cummins submitted for approval the Voucher list of Bills from July 13 through August 9, 2018. Following discussion, Commissioner Cerniglia moved to approve the Invoice Listing as presented. Commissioner Dieterich seconded the motion, and upon roll being called, the Commissioners voted as follows:
- AYE: Ed Rechner, Lois B. Hauge, Nancy Parra, Jack Cerniglia, and Gail Dieterich
NAY: None
ABSENT: None
- VI.** Approval of the Treasures Report for June 2018. The report was presented by Superintendent of Finance Cummins. Cummins highlighted Corporate revenue sources in June and the increase in payroll due to the pool and camp staff. He stated that June is trending well and noted the strong financial position of the District. After discussion of the report, Commissioner Hauge motioned the approval of the Treasures report and it was seconded by Commissioner Cerniglia.
- VII.** Communications
- a. Director Fahnstrom presented the Director's Report. The new Registration Software live date was August 7th and went very smooth and reasonably quiet. Any glitches that arose were addressed and resolved. The Glow in the Hole foundation event was successful with more profit over the prior year from increased sponsors despite there being less teams participating this year. The annual Labor Day Family Picnic in the park including the turtle race will be held on September 3rd. The Burning Bush Community Meeting will be on August 28th to discuss the west side of the park. Fahnstrom, along with Commissioners Parra and Dieterich will be attending the NRPA Conference in Indianapolis September 24th -27th. The annual "Taste of the Town-Wheeling Restaurant Row" will be held on

- September 27th at Chevy Chase Country Club. Commissioner Hauge complimented the Fall Brochure as being very well done and colorful.
- b. Director Fahnstrom presented the Recreation Staff Report. The “Give a Hand” campaign raised money for the “Send a Kid to Camp” fundraiser. The pool concession stand had the highest combined revenues for the months of June and July that they have ever had. There were 9 Parkour field trips in July. Fitness passes are up over last year and the specialty events for Yoga/wine and Yoga/rita were successful. The pool received an “Exceeds” audit rating for July and August.
 - c. Superintendent Pope presented the Staff Report for the Parks Department. Electronic signage is planned to be installed at the corner of Euclid and Sycamore by November. He noted PDRMA was here for a safety visit and tour. The next phase of “safety slips” is complete; door hangers to be displayed throughout the district. The next Eagle Scout project to replant the berm along Euclid Ave. will include wildflowers and natural grasses.
 - d. Director Fahnstrom presented the June 2018 Golf Financial Report. June was a challenging month as it was very wet and rainy which led to the course being closed for over 2+ days from flooding. In addition, there was extreme heat late in the month. As a result, rounds of golf were down. Both the Pro Shop revenues and expenses were down. The Bar and Grill, and Banquets are doing well and Golf Operation expenses are down. Overall through June, the YTD BCG budget is behind by (\$37,570).
 - e. 2018 Mid-Year IT Update. Director Fahnstrom provided a status of IT projects completed and projected. Major projects thus far in 2018 include upgrading security cameras, new TV/audio conveniences for the Fitness room and most prominently, all aspects involved with the Community Pass startup. Projections for 2018 include file servers, workstations and monitors, and continued Community Pass needs. Overall, the IT expense budget is down from 2017 and being managed prudently.
 - f. Miscellaneous Communications.
 - i. W/PH Chamber Taste of the Town will be held on Sept 27th from 5-8 p.m.
 - ii. Modified Pool Calendar Schedule through September 3rd.
 - iii. Modified Weiss Community Center Hours of Operations August 28th – Sept 4th.
 - iv. Three thank you letters were received by the District. Notably, one letter recognizing Patti Mitchell for her Scouting commitment and leadership.

VIII. Old Business

- a. Burning Bush and Aspen Trails Parks. Director Fahnstrom talked about the Community Meeting to be held on August 28th at Burning Bush Park from 6:30-7:30 p.m. Architects Greenberg Farrow will be in attendance. The west side of the park will be the focus of discussion. Meeting information will be communicated via email, social media, postings and newspapers.

IX. New Business

- a. 2019 NWSRA Proposed Member District Annual Assessment. The 2019 Member District Annual Assessment is up 0.6% from 2018. This is a nominal increase to ensure services to the community. Following discussion, Commissioner Cerniglia moved to ratify the recommended Assessment for calendar year 2019 as recommended by the NWSRA. Commissioner Parra seconded the motion, and upon roll being called, the Commissioners voted as follows:

AYE: Ed Rechner, Lois B. Hauge, Nancy Parra, Jack Cerniglia, and Gail Dieterich
NAY: None
ABSENT: None

- b. OSLAD Grant Program Resolution of Authorization 18-08-16. Director Fahnstrom discussed the State of Illinois OSLAD Grant to be submitted by the district to receive a grant to be used to offset the costs of the west side of the Burning Bush project. This is not part of the detention space consideration. Greenberg Farrow will work with the OSLAD Grant submittal. After a recommendation to adopt the Resolution of Authorization to submit the 2018 OSLAD Grant, Commissioner Hauge moved to adopt the Resolution as presented and Commissioner Dieterich seconded the motion. Upon roll being called, the Commissioners voted as follows:

AYE: Ed Rechner, Lois B. Hauge, Nancy Parra, Jack Cerniglia, and Gail Dieterich
NAY: None
ABSENT: None

- c. General Obligation Bond restructuring (Series 2007 and 2009). Superintendent of Finance Cummins presented the exploration of restructuring the currently callable bond Series (2007 and 2009) as a way to achieve capital for currently identified projects. These projects include the Zone site, several park improvements and the Rob Roy golf course. Speer Financial and Administration provided various scenarios for consideration. Scenario two, page 3 was deemed to be the preferred one. After discussion on this topic, it will be readdressed at a future meeting.

X. Commissioner Comments

- a. Commissioner Dieterich inquired as to board meeting frequency. All scheduled 2018 meetings will remain on the schedule as planned unless they are deemed to be cancelled with notice.
- b. Commissioner Dieterich inquired about Grace Church and Brookdale and Director Fahnstrom informed her of the status of the contracts.

XI. Executive Session None

XII. Action as a Result of Executive Session None

XIII. There being no further business to discuss, there was a motion to adjourn the meeting by Commissioner Hauge. The motion was seconded by Commissioner Dieterich. The meeting was adjourned at 9:30 p.m.

President

Secretary