

**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF COMMISSIONERS OF THE
RIVER TRAILS PARK DISTRICT,
COOK COUNTY, ILLINOIS, HELD VIA VIRTUAL BOARD MEETING
AND AT 505 E. CAMP MCDONALD ROAD IN SAID DISTRICT
ON THE SIXTEENTH DAY OF SEPTEMBER 2021 AT 7:00 P.M.**

- I. The Vice President called the meeting to order at 7:00 p.m. and directed Carole Dohse, Accounting and Administrative Assistant to call the roll. Upon the roll being called, the following Commissioners answered present: Edward W. Rechner, Nancy Parra, Leah Lussem, and Robert Hoban III. Commissioner Jennifer Rezek was absent. Also present were Director Bret Fahnstrom, Superintendent of Recreation Patti Mitchell, Superintendent of Parks Tom Pope, and Grounds Manager Michael Hanley.
- II. Visitors Present: None
- III. The Agenda for September 16, 2021 was submitted for approval. Commissioner Parra moved to approve said agenda as presented. The motion was seconded by Commissioner Lussem and approved by common consent.
- IV. Consent Agenda
 - a. Approval of Minutes for the Regular Meeting of August 19, 2021
 - b. Approval of Voucher List of Bills for August 13 – September 9, 2021
 - c. Approval of Treasurer’s Report for July 2021

Following discussion, Commissioner Lussem moved to approve Consent Agenda items as presented. The motion was seconded by Commissioner Parra and upon the roll being called, the Commissioners voted as follow:

AYE: Ed Rechner, Leah Lussem, Nancy Parra, and Robert Hoban III
NAY: None
ABSENT: Jennifer Rezek

- V. Communications
 - a. Staff Report – Recreation. Superintendent Mitchell spoke about the pool noting that Private swim lessons were up for the season. The pool earned all “Exceeds” ratings for the summer and will receive a Platinum award for the 3rd year in a row. Kid Squad is currently being held at the Weiss Center where students are bused over from the schools. The Fitness Center will have new hours and open at 5:30 a.m. There has been increased interest in the baseball fields at Burning Bush park for league teams. Mini Golf revenue was up for the year over 2020.
 - b. Mid-year IT Update. Director Fahnstrom presented the semi-annual report which highlighted 2021 IT expenditures to date. Investments have been made in Workstations and iPads. There has been an emphasis on Network Cybersecurity. A planned project list through year end 2021 was also included and the overall budget for the fiscal year is on target to be met. Michael Posch has done an excellent job controlling the IT Budget.
 - c. Mid-year Facility Update. Superintendent Mitchell said overall, facility rentals are up significantly from last year. Gym rentals at the Weiss Center have been approximately 20-25 each week as there was no open gym this year resulting in rentals being very popular. The Fitness Club revenue was down; new hours have been implemented starting at 5 a.m. Field Permits had a slight decline due to Kuba soccer having less teams in the spring.

- d. Mid-year Marketing Report. Superintendent Mitchell stated Website views were up 112% with 56% in new visitors to the site. Top website pages were the Home Page, Registration, Woodland Trails Pool, and the Seasonal Brochure. The are 2,008 followers on Facebook and 413 on Instagram. TikTok was launched in order to engage a younger audience, especially centered around hiring. There were 36 E-blasts and newsletter campaigns. Our email open rate of 27% is higher than the industry average. Summer 2021 focused around our “Rediscover” Campaign featuring our Parks, Programs, Events, and the Pool.
- e. Pool construction update. Superintendent Pope explained to the Board the process underway currently to replace the existing Gutter system and pool liner. The week of September 13th-17th, the grate system, gutter liner, and deck apron will be cut out. Once the gutter is exposed, a grate system will be selected after the scope of the project is defined. Bids will then be solicited and subsequently approved at the October 21st Board Meeting. The pool liner will be replaced in conjunction with the gutter system with a completion date during the 2021 calendar year or by April/May 2022, depending on weather.
- f. Burning Bush Trails Park Dedication. The Park Dedication is tentatively scheduled for October 26th at 10:00 a.m. with the Village of Mt. Prospect. There will be a ribbon cutting ceremony.
- g. Miscellaneous Communications. Director Fahnstrom circulated newspaper articles featuring the Labor Day “Old Fashioned Picnic in the Park” at Woodland Trails Park. He also presented historical data of the Annual Trusty the Turtle Race number of turtles sold and profit/losses since 2010.

VI. Old Business
a. None

VII. New Business
a. None

VIII. Commissioner Comments.
a. Commissioner Rechner commented on keeping the Board Meetings at Rob Roy through the end of the year. He spoke to former Commissioner Jim Murphy who is doing well.
b. Commissioner Lussem offered suggestions for the Aspen Trails Park grand opening to include community activities such as a 5K.
c. Commissioner Parra suggested painting pickle ball court lines on the tennis courts; noted that pickle ball signage regarding play etiquette could be posted by the courts, inquired about volleyball nets at Burning Bush Park, and mentioned past Commissioner Gail Dieterich was grateful and pleased about the Joshua Bench at the Woodland Trails Park.

IX. Executive Session None

X. Action as a Result of the Executive Session None

XI. Adjournment. There being no further business to discuss, the meeting was adjourned at 9:03 p.m.

President

Secretary