

**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 SEVENTH DAY OF OCTOBER 2021 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 the roll being called, the following Commissioners answered present: Jennifer Rezek, Edward W. Rechner, Nancy Parra, Leah Lussem, and Robert Hoban III (joined at 7:39 p.m.). Also present were Director Bret Fahnstrom, Superintendent of Finance Steve Cummins, Superintendent of Parks Tom Pope, Grounds Manager Michael Hanley, Recreation Manager Katelynn Putkonen, and Recreation Supervisor Katie Halverson.
- II. Visitors Present: None
- III. The Agenda for October 7, 2021 was submitted for approval. Commissioner Parra moved to approve said agenda as presented. The motion was seconded by Commissioner Rechner and approved by common consent.
- IV. Consent Agenda
  - a. Approval of Minutes for the Regular Meeting of September 16, 2021
  - b. Approval of Treasurer's Report for August 2021

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

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

- V. Communications
  - a. Director's Report – Recreation. Director Fahnstrom said there is a stop at Sycamore Trails Park for the Susan G. Komen walk on October 17<sup>th</sup>. Monster Bash will be held at Woodland Trails Park on Friday, October 22<sup>nd</sup> with the event taking place outside. The Ribbon Cutting Ceremony at Burning Bush Park will be held at 10:00 a.m. on October 26<sup>th</sup>. Construction at Aspen Trails Park is finishing up – the park, walking path, tennis and basketball courts will be open by the end of the month. Director Fahnstrom gave a huge thank you to the Parks and Recreation Departments for the very successful OCR event held this year.
  - b. Annual Pool Report. Recreation Supervisor Katie Halverson provided the annual report stating the 2021 pool season was good, safe and profitable. Overall attendance numbers were up over 2019 as well as program participant numbers in swim team and swim lessons. Special events were popular; Christmas in July, the Pool Party and the Underwater Treasure Hunt. Program revenue was up \$14k over 2019 and overall salary expense decreased. The lifeguards/aquatic management staff received all three "Exceeds" ratings on the 2021 audits. A Gold or Platinum Ellis & Associates International Safety Award is anticipated in October. Looking ahead to 2022, modified pool hours will most likely continue, cross training of staff is recommended, as well as hiring an additional pool manager.

- c. 2022 State Conference Interest. Director Fahnstrom collected sheets from the Board Members to gauge interest in the upcoming NWSRA Gala on November 5th and the 2022 IPRA State Conference in January 2022.
- d. 2022 NRPA Conference Interest. Director Fahnstrom collected sheets from the Board Members to gauge interest in attending the NRPA Conference in Phoenix, AZ on September 20-22, 2022.
- e. Miscellaneous Communications. Director Fahnstrom circulated the Burning Bush Trails Park Ribbon Cutting Ceremony invitation and a newspaper article featuring the dedication of the “Josh’s Bench for Awareness” that took place on Labor Day at Woodland Trails Park.

**VI. Old Business**  
a. None

**VII. New Business**

- a. 2022 Full Time Pay Grade Scales. Director Fahnstrom and Superintendent Cummins presented pay grade structures to the Board for the Park District’s full time and IMRF part-time staff. Market and benchmark data along with the most recent 2021 Illinois Parks and Recreation Compensation Survey was used as a basis for compensation pay scales. Following discussion, Commissioner Rechner made a motion to approve the January 1, 2022 Pay Grade Structure as presented. Commissioner Lussem seconded the motion and upon the roll being called, the Commissioners voted as follows:

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

- b. IAPD Credentials Certificate. Director Fahnstrom requested the Board to identify and approve the delegate and alternate for the IAPD annual business meeting on January 27-29, 2022. Bret Fahnstrom was designated the Delegate, and 1st Alternate is Jennifer Rezek. Commissioner Parra made a motion to approve the delegate and alternate as presented. The motion was seconded by Commissioner Rechner and approved by common consent.
- c. Call for a Special Meeting. A special meeting will be held on October 21, 2021 at 6:00 p.m. at 505 E. Camp McDonald Road for a Financial Review. Commissioner Rechner made a motion to approve the Special Meeting as presented. The motion was seconded by Commissioner Lussem and approved by common consent.

**VIII. Commissioner Comments.**

- a. Commissioner Lussem commented on how nice the Sycamore Trails tennis courts are.
- b. Commissioner Parra provided samples of pickle ball signage regarding play etiquette to be posted by the courts. She stated there are tiles at Burning Bush park in need of repair. She asked about the digital Board Packet process and brought up the need for Active Shooter training for the staff.
- c. Commissioner Hoban III complimented the OCR event and said his daughter participated and had a good time.

**IX.** Executive Session. At 8:17 p.m., Commissioner Lussem made a motion that the Board go into closed Executive Session to consider information regarding the purchase or lease of real property for the use of the public body. Commissioner Rechner seconded the motion

AYE: Ed Rechner, Nancy Parra, Leah Lussem, Jennifer Rezek, Robert Hoban III

NAY: None

ABSENT: 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 9:16 p.m.

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President

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Secretary