

**MINUTES OF THE REGULAR MEETING OF  
THE BOARD OF COMMISSIONERS OF THE  
RIVER TRAILS PARK DISTRICT,  
COOK COUNTY, ILLINOIS, HELD  
AT 401 E. CAMP MCDONALD ROAD IN SAID DISTRICT  
ON THE SECOND DAY OF JUNE 2022 AT 7:00 P.M.**

- I. The President called the meeting to order at 7:02 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, Nancy Parra, Robert Hoban III, Edward Rechner and Leah Lussem. Also present were Director Bret Fahnstrom, Superintendent of Recreation Patti Mitchell, and Communications and Marketing Manager Kate Erickson.
- II. Visitors Present: None
- III. The Agenda for June 2, 2022 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. Approval of Minutes for the Regular Meeting of May 19, 2022. Commissioner Lussem moved to approve the Minutes as presented. The motion was seconded by Commissioner Rechner and approved by common consent.
- V. Approval of Minutes for the Special Annual Meeting of May 19, 2022. Commissioner Lussem moved to approve the Minutes as presented. The motion was seconded by Commissioner Rechner and approved by common consent.
- VI. Approval of Treasurer's Report for April 2022. Commissioner Rechner moved to approve the Treasurer's Report for April 2022 as presented. The motion was seconded by Commissioner Lussem. Upon the roll being called, the Commissioners voted as follows:

AYE:	Nancy Parra, Jennifer Rezek, Robert Hoban III, Ed Rechner, Leah Lussem
NAY:	None
ABSENT:	None
- VII. Communications
  - a. Communications and Marketing Report (January-April) 2022. Communications and Marketing Manager Kate Erickson provided an update to the Board stating that website session and page views were up significantly from 2021. Top website pages include the Home page, The Zone, Registration, Parkour and the Brochure. Social Media growth has been steady with Facebook, Instagram and TikTok which all had increased reaches amongst users. Email campaigns and promotions are a great platform to communicate programs and events. The Park District's email open rate of 37% continues to be higher than the industry average. "Get Out and Play" is the current theme of the marketing campaign to incorporate Rob Roy Golf in addition to the recreation programs and events.
  - b. PDRMA Annual Reports. Director Fahnstrom presented the 2021 Annual PDRMA Report to the Board and highlighted the magnitude of members, the Property/Casualty program, Health program, Services offered, Wellness Program, and Financial highlights. The River Trails Park District received \$3,000 in cash incentives and the PATH program had a 75% participation rate with \$1,730 in incentives paid to employees.

- c. 2022 Pool Updated. Email communications were sent out regarding the delayed opening of the pool as well as signage installed at Woodland Trails Park and the Weiss Center. The gutter installation is to occur the weekend of June 4<sup>th</sup>. Lifeguard hiring has been recently robust with close to a full pool staff now hired. The pool operating schedule will be reviewed each month of the summer.
- d. Aspen Trails Park Ribbon Cutting 8/31/22 11 a.m. Invites will be sent out for the Aspen Trails Ribbon Cutting ceremony. Legislators, NWRD, The Village of Mt. Prospect and the Chamber will all be included as well as the Park District Board.

**VIII.** Old Business                      None

**IX.** New Business

- a. Tamarack Trails Park Master Plan. Director Fahnstrom walked the Board through the Tamarack Trails Park Master Plan highlighting all the areas of the park, the proposed playground equipment, and the anticipated budget. The Master Plan was developed after community input through a survey and two Community meetings held. The intent of the Park District is to have the Master Park Plan approved and ready to go when the application process is open for OSLAD Grant funding for this park improvements project. Following discussion, the topic will be discussed further at a future board meeting.

**X.** Commissioner Comments

- a. Commissioner Lussem commented on Aspen Trails Park and recommended bike racks.
- b. Commissioner Parra noted she golfed at Rob Roy and inquired about the 9<sup>th</sup> Hole Grille.

**XI.** Executive Session.      None

**XII.** Action as a Result of the Executive Session.                      None

**XIII.** Adjournment. There being no further business to discuss, Commissioner Hoban III made a motion to adjourn the meeting at 9:11 p.m. The motion was seconded by Commissioner Rechner and approved by common consent.

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President

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Secretary