

**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 FIRST DAY OF SEPTEMBER 2022 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, Nancy Parra, Edward Rechner, Leah Lussem, and Robert Hoban III. Also present were Director Bret Fahnstrom, Superintendent of Recreation Patti Mitchell, Superintendent of Parks Mike Hanley, and Superintendent of Finance David Oswald.
- II. Visitors Present: Eric Raz, Mt. Prospect Resident. Mr. Raz was present to observe the Board Meeting.
- III. The Agenda for September 1, 2022 was submitted for approval. Commissioner Lussem moved to approve said agenda as amended. The motion was seconded by Commissioner Rechner and approved by common consent.
- IV. Approval of Minutes for the Regular Meeting of August 4, 2022. Commissioner Rechner moved to approve the Minutes as presented. The motion was seconded by Commissioner Lussem and approved by common consent. Commissioner Hoban III abstained.
- V. Approval of Voucher List of Bills for July 13 – August 30, 2022. Commissioner Lussem moved to approve the Voucher List of Bills for July 13 – August 30, 2022 as presented. The motion was seconded by Commissioner Rechner. Upon the roll being called, the Commissioners voted as follows:

AYE:	Nancy Parra, Jennifer Rezek, Ed Rechner, Leah Lussem, Robert Hoban III
NAY:	None
ABSENT:	None
- VI. Approval of Treasurer's Report for July 2022. Following the report presentation by Superintendent Oswald and subsequent discussion, Commissioner Parra moved to approve the Treasurer's Report for July 2022 as presented. The motion was seconded by Commissioner Lussem and approved by common consent.
- VII. Communications
 - a. Director's Report. Director Fahnstrom noted the following events coming up on Labor Day, September 5th: the Labor Day Family Picnic, the Closest to the Pin Foundation event, and the closing of the pool. He attached flyers for the two Labor Day events – the Trusty the Turtle Race and the Closest to the Pin Fundraiser. The 8th Annual Youth OCR event will take place on Saturday, October 1st.
 - b. Technology Mid-Year Update. Superintendent Oswald walked the Board through the Mid-Year Update stating that 95% of the 2022 budget has been spent to date. Expenditures have been for computer workstation equipment, iPads, Wi-Fi and network installations, desk phones, servers, operating systems and printers. Key enhancements have been made around cyber security, programming, marketing, and operations.

- c. Communications and Marketing Report (May-August) 2022. Superintendent Mitchell presented the RTPD Website Analytics stating that there have been 55% new visitors to the website and page views were at 102,830. Top website pages include the Home Page, the Woodland Trails Pool, Registration, and the Brochure. Facebook and Instagram Digital Media both have 37 new followers and both platforms have increased posts and visits. There is a 51% open rate for email campaigns which is well above the industry average. E-mail blasts were sent out regarding summer session programs, the pool season, and for fall programming.
- d. Staff Report – Parks. Superintendent Hanley talked about playground repairs and preventative maintenance at Woodland Trails, Tamarack, and Burning Bush Parks. The Parkour space has had cleaning and preventative maintenance at the Zone building. Graffiti has been removed and athletic fields are being prepped for fall programs. Rob Roy golf course is in good shape with renovated bunkers 1 and 2 open for play. Labor Day and OCR event preparations are in progress. Bob Nicioli will be retiring at the end of the year after a 27-year career with the Park District.
- e. IAPD Bridge Fund Program. Director Fahnstrom discussed the anticipated 4-month delay in the 2nd installment of tax payments. Cook County is offering a 0% loan “Tax Bridge” to organizations in need. A fund balance projection analysis was performed to assess the district’s need and potential participation in the Tax Bridge program. It was determined that Fund Balances are in strong positions and the district should have no problem managing financial stability without additional assistance. As the fund balance are expected to remain healthy, there is not a need to apply for the Tax bridge funding.
- f. Miscellaneous.
 - i. Director Fahnstrom thanked the Board for attending the Aspen Trails Ribbon Cutting Ceremony and noted the event was very well attended.
 - ii. Director Fahnstrom updated the Board on pool liner repairs that will be made once the pool is drained for the season. All repair work is under warranty.

VIII. Old Business

- a. Tamarack Trails Park Master Plan. Director Fahnstrom walked the Board through the updated Master Plan for Tamarack Trails Park which included the parking lot availability. Following discussion, Commissioner Parra made a motion to approve the existing Tamarack Trails Park Master Plan as submitted. The motion was seconded by Commissioner Lussem and upon the roll being called, the Commissioners voted as follow:

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

IX. New Business

- a. Tamarack OSLAD Resolution. Director Fahnstrom is not recommending at this time to pursue an OSLAD Grant for Tamarack Park. This decision is based on an analysis of projected capital project needs.

X. Commissioner Comments

- a. Commissioner Lussem expressed there was a great turn out for the Aspen Trails Ribbon Cutting Ceremony and said the speeches were great.
- b. Commissioner Rechner complimented Bob Nicioli and his outstanding work at the pool. In addition, he has received compliments on the pool from residents.
- c. Commissioner Parra suggested enhancing meeting minutes for board meeting visitors. She recommended implementing tools for teacher to be able to scan (QR codes) signs in the parks for children to learn about various nature subjects.

XI. Executive Session. None

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

XIII. Adjournment. There being no further business to discuss, Commissioner Parra made a motion to adjourn the meeting at 8:26 p.m. The motion was seconded by Commissioner Hoban III and approved by common consent.

President

Secretary