

**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 THIRD DAY OF NOVEMBER 2022 AT 7:00 P.M.**

- I. The President called the meeting to order at 7:00 p.m. and directed the roll to be called. Upon the roll being called, the following Commissioners answered present: Jennifer Rezek, Nancy Parra, Edward Rechner, and Leah Lussem. Commissioner Robert Hoban III was absent. Also present were Director Bret Fahnstrom, Superintendent of Parks Mike Hanley, Superintendent of Finance David Oswald, Superintendent of Recreation Patti Mitchel, Manager of Programs and Aquatics Katelynn Putkonen, and Supervisor of Aquatics, Dance and Early Childhood Katie Halverson.
- II. Visitors Present: None
- III. The Agenda for November 3, 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 October 20, 2022. Commissioner Lussem moved to approve the Minutes as amended. The motion was seconded by Commissioner Rechner and approved by common consent.
- V. Approval of Treasurer's Report for September 2022. Following the report presentation by Superintendent Oswald and subsequent discussion, Commissioner Lussem moved to approve the Treasurer's Report for September 2022 as presented. The motion was seconded by Commissioner Parra and approved by common consent.
- VI. Communications
 - a. Annual Pool Report. Supervisor Halverson reported that 2022 attendance numbers totaled 21,884; an increase of 866 over 2021. Swim team and Swim lessons program participant numbers slightly decreased this season by 20 participants. There was an overall Financial season loss of (\$82,657) due to the following factors: increases in wages and overtime, utility expenses, and chemical supply costs. Season highlights include receiving 2 "Exceeds" and one "Meets" on the 2022 Ellis & Associates audits. The Pool party with the Police experienced the highest turnout of the season themed events with 450 attendees. Pool rentals were a huge hit with increased revenues of \$8,000 over 2021. There will be many operational adjustments for the 2023 Pool season including the season schedule ending earlier (before Labor Day), Pool closures at 70 degrees, and Pool pass and daily fee increases.
 - b. 2023 NRPA Conference Interest. Director Fahnstrom circulated an interest sheet to the Board members for the 2023 NRPA Conference to be held in Dallas, TX on October 10-12, 2023. Director Fahnstrom will collect the interest forms from the Board members.
 - c. Miscellaneous Communications. Director Fahnstrom extended the invitation to the Board members to the RTPD Christmas Party to be held at Top Golf in Schaumburg on December 2nd at 5:45 p.m.

VII. Old Business

- a. 2022 Personnel Policy Manual Review Section 1. Director Fahnstrom stated there was an outstanding question that has been forwarded to legal counsel for review. Besides waiting to hear back on the outstanding question from counsel, Section 1 of the Personnel Policy Manual is o.k. with the Board.

VIII. New Business

- a. 2022 Personnel Policy Manual Review Section 2. Director Fahnstrom circulated Section 2 changes to the Personnel Policy Manual for first viewing. All changes were highlighted and reviewed/recommended by legal counsel. Official approval of each section will be upon the second viewing or later.
- b. Resolution 22-11-03 Truth in Taxation Hearing. Superintendent Oswald stated that we are still waiting to receive final tax dollar amounts from Cook County to finalize the Tax Levy. Once received, a Public Hearing for the 2022 Levy Ordinance will be scheduled for December 1st.
- c. Resolution 22-11-03A Purchasing Policy. Director Fahnstrom walked the Board through the new State of Illinois legislation increasing the limit from \$25,000 to \$30,000 before the bidding process is legally required. Following discussion Commissioner Lussem made a motion to approve the updated Purchasing Policy as presented. The motion was seconded by Commissioner Rechner. Upon the roll being called, the Commissioners voted as follows:

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

- d. 2023 DRAFT Board Meeting Schedule. Director Fahnstrom circulated the 2023 Board Meeting Calendar. Following discussion, Commissioner Parra made a motion to approve the 2023 Board Meeting Calendar as submitted. The motion was seconded by Commissioner Lussem and approved by common consent.

IX. Commissioner Comments

- a. Commissioner Lussem inquired about Willow Trails Park responsibilities regarding shells found.

X. Executive Session. None

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

XII. Adjournment. There being no further business to discuss, Commissioner Parra made a motion to adjourn the meeting at 8:13 p.m. The motion was seconded by Commissioner Rechner and approved by common consent.

President

Secretary