

**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 EIGHTEENTH DAY OF MAY 2023 AT 7:55 P.M.**

- I. The President called the meeting to order at 7:55 p.m. and directed Crista Altergott, Administrative Assistant/Risk Management to call the roll. Upon the roll being called, the following Commissioners answered present: Jennifer Rezek, Leah Lussem, Nancy Parra and Robert Hoban III. Melissa Ackerman was absent. Also present were Director Bret Fahnstrom, Superintendent of Recreation Patti Mitchell, Superintendent of Communications and Marketing Christine Powels and Superintendent of Parks Mike Hanley.
- II. Visitors Present: None
- III. Oath of Office, Nancy Parra. Commissioner Rezek presented Commissioner Parra with her Oath of Office. Commissioner Parra read the declaration and was sworn into office at 7:57pm.
- IV. The Agenda for May 18, 2023 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.
- V. Approval of Minutes for the Regular Meeting of May 4, 2023. Commissioner Rezek moved to table the Minutes as presented due to quorum not met from the commissioners in attendance at the Regular Meeting on May 4, 2023. The motion was seconded by Commissioner Parra and approved by common consent.
- VI. Approval of Minutes for the Annual Meeting of May 4, 2023. Commissioner Rezek moved to table the Minutes as presented due to quorum not met from the commissioners in attendance at the Regular Meeting on May 4, 2023. The motion was seconded by Commissioner Parra and approved by common consent.
- VII. Approval of Voucher List of Bills for April 29 – May 12, 2023. Director Fahnstrom led the discussion on the report. Commissioner Hoban III asked to verify that NWSRA was NorthWest Special Recreation Association. Director Fahnstrom confirmed that use of the acronym and elaborated that NWSRA is our local affiliated organization that specialized in adaptive services for individuals with disabilities, SPA (Superhero Parkour Academy) is the in-house contractor for parkour located at The Zone and Ken Kasper is a local fitness instructor who provides fitness classes at our parks facilities. Following discussion, Commissioner Parra moved to approve the Voucher List of Bills for April 29 – May 12, 2023 as presented. The motion was seconded by Commissioner Hoban III. Upon the roll being called, the Commissioners voted as follows:

AYE:	Jennifer Rezek, Leah Lussem, Nancy Parra, Robert Hoban III
NAY:	None
ABSENT:	Melissa Ackerman
- VIII. Communications
 - a. Staff Report: Recreation Department. Superintendent Patti Mitchell presented the staff report and introduced the two newest members of the River Trails Park District team; Kim Voulgarakis and Jeff Brunke. Kim has been hired as the Recreation Supervisor of Youth Programs and Jeff has been hired as the new Facility and Rental Specialist. Josh Mulholland has been moved from Recreation Supervisor of Youth Programming to

Recreation Supervisor of Athletics and Justine Slade has moved from Recreation Supervisor of Athletics to Recreation Supervisor of The Zone. Commissioner Parra gave a kudos to Leadership for helping the promotion and growth of current staff. Superintendent Mitchell then presented a recap of the Egg Hunt held at Burning Bush on April 1, 2023. Even with poor weather 125 children registered for the day's events and she received positive feedback about the events from the community, including setting up a special egg hunt for a group of residents that showed up unexpectedly. Superintendent Mitchell revealed a new scholarship as well; Learn to Swim, a partnership with the Mount Prospect Lions Club. River Trails Park District was awarded \$5,000 to provide scholarships for individuals to learn to swim. The application is available on our website with the details for application. Commissioner Hoban III asked about the process to obtain the scholarships. For this scholarship one does not need be a resident. Upon completion of the application, if approved, the individual will be registered for current swim lesson classes. Commissioner Hoban III asked for Superintendent Mitchell to provide a report recapping applications versus the amount of funds used. Superintendent Mitchell also announced that all RTPD Summer Camps are currently full and the high amount of fall preschool registrations.

- b. What's Happening This Summer: Director Fahnstrom presented a Summer calendar to include relevant River Trails Park District events, activities and announcements. Director Fahnstrom encouraged Board Members and Staff Members to frequent these events to get a sense of community involvement and Board participation.
- c. Miscellaneous Communications. Director Fahnstrom presented the 2022 PDRMA Report. PDRMA provide River Trails Park District employees with property casualty insurance, health insurance and health related services. Administrative Assistant and Risk Management staff Crista Altergott presented two upcoming events; Story Time in the Park. The first event will be on June 21, 2023 to be held at Evergreen Park at 3:30pm and the other on July 26, 2023 to be held at Aspen Trails Park at 3:30pm. The Story Time in the Park events are a partnership with the Mount Prospect Public Library by their new Youth Outreach Librarian Esli Avalos, featuring a book reading in English and Spanish. Commissioner Parra offered to assist if help is required at the event on July 26th. Director Fahnstrom then presented details of moving the Board communication to IPADS starting on the June 15, 2023 meeting. The Board Members will continue to receive secure documents via WeTransfer. Upon discussion about notation concerns, Director Fahnstrom will need to speak with the IT Manager, Michael Posch about further details.

IX. Old Business

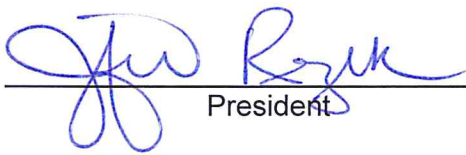
- a. None

X. New Business

- a. Willow Trails Park Playground Purchase approval. Superintendent of Parks Mike Hanley presented the details. Renovation Phase 1 is expected to begin construction this summer. The Landscape Structures playground selected for the park was decided upon based on input from the community, JSD Architects and RTPS staff, while utilizing our ADA accessibility initiatives. By utilizing Sourcewell, a cooperative purchasing company for the state and local governments, we received an 8% discount while meeting all legal criteria require for bids. Director Fahnstrom explained that this new structure will be over 90% ADA compliant and we could potentially use ADA funds instead of capital dollars. After a brief discussion, Commissioner Lussem moved to approve the price of the Landscape Structures playground equipment for a total of \$146,926.00. The motion was seconded by Commissioner Parra. Upon the roll being called, the Commissioners voted as follows:

AYE:	Jennifer Rezek, Leah Lussem, Nancy Parra, Robert Hoban III
NAY:	None
ABSENT:	Melissa Ackerman

- XI.** Commissioner Comments. Commissioner Rezek asked about the status of part time positions. Superintendent Mitchell replied that we are currently in good shape with returning and new hires but always looking for year round part time staff. Commissioner Lussem gave a nod to Christine Powles, Superintendent of communications and Marketing. Noting the uptick in social media postings and the quality of content.
- XII.** Executive Session. None
- XIII.** Action as a Result of the Executive Session. None
- XIV.** Adjournment. There being no further business to discuss, Commissioner Hoban III made a motion to adjourn the meeting at 8:51 p.m. The motion was seconded by Commissioner Parra and approved by common consent.



President



Secretary

