

**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 SEVENTEENTH DAY OF AUGUST 2023 AT 7:00 P.M.**

- I. The President called the meeting to order at 7:00 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 and Melissa Ackerman. Commissioner Robert Hoban III joined the meeting at 7:19pm. Commissioner Nancy Parra was absent. Also present were Director Bret Fahnstrom, Superintendent of Finance and HR David Oswald, Superintendent of Recreation Patti Mitchell, Communications and Superintendent of Parks Mike Hanley.
- II. Visitors Present: Chuck Bowman, Rob Roy Resident. Mr. Bowman addressed the Board regarding the portable bathroom facilities around the 5th & 6th holes. Golfers have been inappropriately relieving themselves in the area and Mr. Bowman is concerned that they perhaps do not see the Port-o-Potty. Director Fahnstrom informed Mr. Bowman that additional signage will be placed at the clubhouse and the golf course making golfers aware of bathroom facility options. Mr. Bowman also inquired about the timing regarding removing the tree stumps on Rob Roy property. Superintendent of Parks, Mike Hanley let him know that the stumps will be removed this winter. Commissioner Melissa Ackerman inquired if it is possible to turn the existing stumps into benches.
- III. The Agenda for August 17, 2023 was submitted for approval. Commissioner Lussem moved to approve said agenda as presented. The motion was seconded by Commissioner Ackerman and approved by common consent.
- IV. Approval of Minutes for the Special Meeting of July 13 2023. Commissioner Ackerman moved to approve the Minutes as presented. The motion was seconded by Commissioner Lussem and approved by common consent.
- V. Approval of Voucher List of Bills for July 8 – August 11, 2023. Commissioner Lussem moved to approve said agenda as presented. The motion was seconded by Commissioner Ackerman. Upon the roll being called, the Commissioners voted as follows:

 AYE: Jennifer Rezek, Leah Lussem, Melissa Ackerman
 NAY: None
 ABSENT: Nancy Parra, Robert Hoban III
- VI. Approval of Treasurer's Report for June 2023. Commissioner Lussem moved to approve said agenda as presented. The motion was seconded by Commissioner Ackerman. Upon the roll being called, the Commissioners voted as follows:

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

VII. Communications

a. Director's Report

- Director Fahnstrom noted events in the upcoming months – Summer Yoga Social on August 19th, Last Splash bash on August 27th, Regular Board Meeting on September 7th and The Trails Challenge Youth 2K OCR on October 7th.
- Commissioner Ackerman reported that the marquee was listing incorrect dates. Superintendent Mitchell has already fixed the information to be displayed with the correct dates.
- The Last Splash event on Sunday, August 27th is held in lieu of the Labor Day Picnic. Commissioner Rezek asked for a schedule of events. Superintendent Mitchell urged all interested Board Members to volunteer or participate in the days' events.
- Director Fahnstrom also noted significant projects around River Trails Park District to include: Willow Trails Park renewal project, Woodland Trails park redesign, ongoing parks and facility ADA updates and continued golf course maintenance.

b. Staff Report: Parks Department

- Superintendent of Parks, Mike Hanley presented information about the ongoing maintenance and beautification of River Trails Park District Parks and Facilities including updated drinking fountain hardware, bench repairs and enhancements to the Burning Bush garden to make it pollinator friendly.
- Superintendent Hanley continues to receive positive feedback about the course condition and turf health at Rob Roy Golf Course.
- Kuba Soccer has also expressed their gratitude on the superb condition on the grounds area at Woodland Trails Park in use for their summer soccer program.
- Commissioner Ackerman inquired about the overgrowth conditions in the creek area of Woodland Trails. Superintendent Hanley reported the Parks team will be trimming the overgrowth with the intention of eventually moving it back from sight line.
- Director Fahnstrom noted one particular picture in the report, Woodland Trails walking trail. This was planted 2 years ago as a collaborative project with Prospect Heights Natural Resource Commission. The items planted there are growing beautifully and he urged the Board to take a stroll through the area.

c. Q2 Golf Revenue Report

- Superintendent of Recreation, Patti Mitchell reported a Q2 close of 9,604 rounds played, averaging 106 rounds played per day and a significant increase in revenue.
- The golf shop saw a tremendous growth of sales of merchandising items.
- Open Kitchens experienced an uptick in business as well with the successful music night, Live on the Deck, on June 9th. Due to the success, Open Kitchens is considering adding more events moving forward.

d. 2022 Zone Annual Report

- Director Fahnstrom noted that this report would typically come out in Spring. Due to program needs and staffing demands, this report was delayed.
- Superintendent Mitchell reported a tremendous growth from 2021 to 2022 of programs and parties at The Zone.
- Parkour classes saw an all-time high registered amount of participants as the program continues to grow in popularity.
- Parkour parties averaged 28 per month in 2022! In total, we hosted 347 parkour parties, compared to the 155 parkour parties in 2021.
- Turf rentals and parties also saw an increase demand with about 75% of the field trips occurring during the summer months.
- Superintendent Mitchell noted that the main report excluded the 82 Zone Turf parties for 2022.
- Overall, The Zone continues to be popular with resident and a good revenue source for River Trails Park District.

e. Modified Pool Hours

- Director Fahnstrom circulated the Modified Pool Operating Hours Calendar from August 11th – August 27th.
- Commissioner Hoban inquired about the revised schedule. Fahnstrom reported low staff availability with most lifeguards returning back to school during the month of August.

f. Miscellaneous Communications

- IAPD Legislation. Director Fahnstrom reviewed the latest Legislative updates as applicable to River Trails Park District; HB 1540 which will require an update to our policy manual, HB 2447 / Public Act 103-0311 which requires an update to Appendix C in the Board Policy Manual and SB 1710 / Public Act 103-0386 which is pending verbiage from IAPD for required signage. Rechner Statue Unveiling. Director Fahnstrom updated the group on the details of the event. Commissioner Rezek inquired of whether this is a public event or private. Commissioner Hoban inquired if any government representation will be in attendance. Fahnstrom replied that although this is a public event, it has not been advertised as the family wished to keep it relatively small.

VIII. Old Business

a. None

IX. New Business

- a. Update of the Policy for the Commissioner Attendance at Meetings via Electron Means, HB 2447 / Public Act 103-0311. Commissioner Hoban asked for clarification in respect to meeting absences or accommodations regarding how much notice is needed. Director Fahnstrom replied the earlier the better. Commissioner Rezek reminded those present of the regulations that state that although a Board Member may vote remotely, that an in-person quorum must still be met. Commissioner Lussem moved to approve the motion. The motion was

seconded by Commissioner Ackerman. Upon the roll being called, the Commissioners voted as follows:

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

- b. Resolution 23-08-17. 2024 NWSRA Membership Assessment Resolution. Following discussion, a motion was made by Commissioner Ackerman to adopt Resolution 23-08-17 for the 2024 Assessment Resolution for the NWSRA District Assessment in the amount of \$106,608 as presented. The motion was seconded by Commissioner Lussem and upon the roll being called, the Commissioners voted as follow:

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

- c. Resolution 23-08-17A. Superintendent Oswald presented Resolution 23-08-17A; IMRF Exemption of IRS Code 125 Plans. Following discussion, a motion was made by Commissioner Hoban to adopt Resolution 23-08-17A. The motion was seconded by Commissioner Ackerman and upon the roll being called, the Commissioners voted as follow:

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

X. Commissioner Comments

- a. Commissioner Lussem remarked upon the improved look of the wildflower area at Burning Bush.

XI. Executive Session. None

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

- XIII. Adjournment.** There being no further business to discuss, Commissioner Ackerman made a motion to adjourn the meeting at 7:50 p.m. The motion was seconded by Commissioner Hoban and approved by common consent.

President

Secretary