

**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 TWENTY FIRST DAY OF DECEMBER 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 roll being called, the following Commissioners answered present: Jennifer Rezek, Leah Lussem, Nancy Parra, Robert Hoban III and Melissa Ackerman. Also present were Executive Director Bret Fahnstrom, Superintendent of Parks Mike Hanley, Superintendent of HR and Finance David Oswald, Superintendent of Communications and Marketing Christine Powles and Superintendent of Recreation Patti Mitchell.
- II. Visitors Present: None
- III. The Agenda for December 21, 2023 was submitted for approval. Commissioner Parra 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 Public Meeting of December 7, 2023. Commissioner Lussem moved to approve the Minutes as presented. The motion was seconded by Commissioner Parra and approved by common consent.
- V. Approval of Minutes for the Regular Meeting of December 7, 2023. Commissioner Hoban asked for an amendment in the fifth bullet point of Ordinance 23-12-07A. The following was asked to be removed, "The Commissioners in attendance agreed on the course of action and". Commissioner Parra moved to approve the Minutes as amended. The motion was seconded by Commissioner Lussem and approved by common consent.
- VI. Approval of the Treasurer's Report for November 2023: Superintendent of HR and Finance David Oswald proceeded to go over key points including; receipt of second half of Willow Trails OSLAD will be granted in 2024, scheduled bond payment and the unbudgeted disbursement to the Village of Mount Prospect for OSLAD flow-through payment and reimbursement for overpayment on Aspen Trails Park Project. Commissioner Lussem moved to approve the Treasurer's Report for November 2023 as presented. The motion was seconded by Commissioner Ackerman. Upon the roll being called, the Commissioners voted as follows:

 AYE: Nancy Parra, Jennifer Rezek, Leah Lussem, Robert Hoban III,
 Melissa Ackerman
 NAY: None
 ABSENT: None
- VII. Communications
 - a. Staff Report – Parks Department, Superintendent of Parks Mike Hanley
 - Superintendent of Parks Mike Hanley reported on the current status of parks including; updated curtain turf dividers at The Zone, Rob Roy Club House painting and carpet replacement and stump removal from the course. Hanley also noted the completion of the Willow Trails Park Playground and Gazebo, however, the courts will be closed until Spring 2024.

- The Woodland Trails buckthorn removal and ecological restoration was discussed. Hanley reported that over 3 acres of buckthorn was removed, wildflowers have been and will be added as well as new mowed paths as well as a community gathering space. Commissioner Parra inquired about adding wildflowers to other parks. Superintendent Hanley replied that wildflowers have already been added by Maple Trails Park with more parks anticipated to receive wildflowers in the Spring.
 - New sled hill signage has been added and the sled shed assembled. Hanley reported that sleds will be set out prior to snow as predicted in the local forecast. Commissioner Hoban inquired about the cost of the sleds. Superintendent of Communications and Marketing Christine Powles replied that the sleds were sponsored by Tournquist Enterprises, sourced through the River Trails Park and Recreation Foundation. Commissioner Hoban asked about the legal responsibility of providing sleds. Director Fahnstrom reported that he will look into it a little deeper but not concerned because the District would not be responsible if sleds get broken and are used again. Staff will schedule regular inspection as needed.
- b. Miscellaneous Communications: Executive Director Bret Fahnstrom
- 2023 IAPD Annual Report was presented by Director Fahnstrom. Fahnstrom congratulated IAPD for continuing to be an excellent partner to the District.

VIII. Old Business

- a. DRAFT 2024 Budget Fund 20 Second Viewing
- Superintendent of HR and Finance David Oswald proceeded to go over key points including changes from the first viewing. All changes have been highlighted for easy recognition and discussed at length.
 - Commissioner Hoban asked for further details regarding the change to The Zone. Superintendent Oswald replied it is due to a change in costs from 2023 to 2024.
 - Commissioner Hoban also inquired about the changes to the Overall Fund 20 Recreation Budget. Oswald reported that the individual accounts were updated per staff recommendations or other budgetary factors which have caused expenses to go up. However, the net profit is still in a desirable range.
- b. Recreation Policy Manual Review – Refund Policy Second Viewing
- Executive Director Bret Fahnstrom led the group through the changes as requested by Commissioners after the First Viewing. As no concerns were raised, staff recommends all changes as presented.

IX. New Business

- a. DRAFT 2024 Budget Fund 40
- Executive Director Bret Fahnstrom and Superintendent of HR and Finance David Oswald presented the 2024 Draft Budget, Fund 40 Capital. Capital Expense line items were discussed in detail. Superintendent of Recreation, Patti Mitchell clarified that recreation equipment included soccer goals and indoor volleyball equipment.
 - Superintendent Oswald led the group through the Capital Fund Revenue and Capital Fund Balance. If the Board approves, it is recommended to transfer \$1,550,000 out of Capital Funds which then taking all other funds into account leaves the Estimated Capital Funds Balance at \$2,040,000. Director Fahnstrom remarked this is a strong financial position as it allows the flexibility to begin and complete projects in 2024 as well as provide additional funds to absorb unaccounted costs if they arise.
 - Commissioner Ackerman inquired if the District has a wish list of future Capital Projects? Director Fahnstrom spoke of the 2021 Capital Replacement Plan, a ten-year plan that did not include vehicles or ancillary items. There is also the five-year 2017 Comprehensive Master Plan which park improvements in order of priority. Fahnstrom

- d. Ordinance No. 23-12-21, An Ordinance Amending the River Trails Park District Recreation Policy Manual
- Executive Director Bret Fahnstrom reviewed the process of Ordinance No. 23-12-21 which includes Counsel review and multiple Board viewings of all sections within the Recreation Policy Manual.
 - Prior to the vote, Commissioner Hoban requested an additional review of Section 03-13 Scholarships. The three types of financial aides were discussed and when each type would be applicable to the applicant. Superintendent Mitchell informed the group that the district uses determines eligibility based on the parameters of the local school district and Village.
 - Commissioner Parra remarked how the different options better enable residents to use District services, regardless of their financial situation. Commissioner Parra moved to approve Ordinance No. 23-12-21, An Ordinance Amending the River Trails Park District Recreation Policy Manual as presented. The motion was seconded by Commissioner Lussem. Upon the roll being called, the Commissioners voted as follows:

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

X. Commissioner Comments

- a. Commissioner Parra overheard District staff speaking highly of their employment at River Trails Park District, particularly in comparison to other similar positions.
- b. Commissioner Lussem inquired if a Pickleball class could be added to Recreation Programs. Superintendent Mitchell replied that we currently do not have an instructor at this time but it could be an option.

Executive Session None

XI. Action as a Result of the Executive Session None

XII. Adjournment. There being no further business to discuss, Commissioner Ackerman made a motion to adjourn the meeting at 8:31p.m. The motion was seconded by Commissioner Lussem and approved by common consent.

 President

 Secretary