

**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 JANUARY 2024 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 and Nancy Parra. Commissioner Robert Hoban III arrived at 7:03pm. Commissioner Melissa Ackerman was absent. Also present were Executive Director Bret Fahnstrom, Superintendent of HR and Finance David Oswald, Superintendent of Recreation Patti Mitchell, Superintendent of Communications and Marketing Christine Powles and Superintendent of Parks Mike Hanley.
- II. Visitors Present: None
- III. The Agenda for January 18, 2024 was submitted for approval. Commissioner Lussem moved to approve said agenda as presented. The motion was seconded by Commissioner Parra and approved by common consent.
- IV. Approval of Minutes for the Regular Meeting of December 21, 2023. Minutes had been amended per the request of Commissioner Hoban. Commissioner Parra agreed that minutes should accurately reflect conversation during the meeting and asked for verification. Upon brief discussion, 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 January 4, 2024. Commissioner Lussem moved to approve said agenda as presented. The motion was seconded by Commissioner Hoban and approved by common consent. Commissioner Parra abstained from the vote.
- VI. Approval of Paid Invoice List for November 11 – January 12, 2024. Superintendent of HR and Finance David Oswald reviewed the highlights and explained why the document has been renamed. Commissioner Rezek approved of the name change as it better represents the documents contents. Commissioner Lussem moved to approve the Paid Invoice List for November 11 – January 12, 2024 as presented. The motion was seconded by Commissioner Parra. Upon the roll being called, the Commissioners voted as follows:

AYE: Nancy Parra, Jennifer Rezek, Leah Lussem, Robert Hoban III
NAY: None
ABSENT: Melissa Ackerman
- VII. Communications
 - a. Staff Report: Recreation Department, Superintendent of Recreation Patti Mitchell
 - Kid Squad closed upon school closure due to freezing temperatures on Tuesday, January 16th. Recreation Supervisor of The Zone, Justin Slade, suggested offering Parkour Open Gym that day which was hugely successful with 175 kids! Commissioner Parra liked that we were able to offer an indoor activity for the community.
 - Holiday events were met with huge success! Breakfast with Santa, Stocking Deliveries and the Polar Express kept staff busy and all events nearly sold out.

- Trailblazers Preschool recently had Fist Pump Friday with the police department. Commissioner Rezek remarked that she saw the cute social media post and has seen this initiative at schools.
 - Pool passes went on sale and hiring has begun. Commissioner Rezek reported she saw the social media post.
 - The Family Valentine's will be on Friday, February 2nd and 58 participants have already registered.
 - The Illinois Parkour Championship is coming up fast on Saturday, February 3rd. We expect large numbers similar to the past 2 years.
 - The Recreation Team has been busy preparing for summer; summer brochure, programs, camp and hiring.
 - Staff is preparing for the annual IAPD Conference.
- b. Decennial Committee: Executive Director, Bret Fahnstrom
- The Decennial Efficiency Report is in progress. Administrative Assistant/Risk Manager Crista Altergott and Executive Director Bret Fahnstrom are using the IAPD template and gathering relevant details internally.
 - Fahnstrom will be sending out communication when the Report is ready to be reviewed by the Committee. He would also like to refresh the direction the Committee would like to see and is targeting the next 1-2 months.
 - The Decennial Efficiency Report is due by November 4th. Commissioner Parra requested a meeting in March to have ample time to review the report and make revisions.
- c. Miscellaneous Communications: Executive Director Bret Fahnstrom
- Director Fahnstrom shared the January/February Mount Prospect Village Newsletter where our Family Valentine's Dance was included in local events.
 - Commissioner Hoban inquired if the Rover Trails Park District will be attending the Shining Stars Gala. Superintendent of Communications and Marketing Christine Powles replied we are not as we were not nominated this year.

VIII. Old Business

- a. DRAFT 2024 Budget, Full Draft Budget: Superintendent of HR and Finance David Oswald
- Director Fahnstrom confirmed the budget has been made available to the public and meets the 30-day minimum requirement prior to the planned February 15th vote.
 - Discussion and possible changes will still be available prior to the vote but no substantial changes are anticipated. If the Board Members or members of the public have questions, please send inquiries to Executive Director Bret Fahnstrom prior to February 15th to allow time for discussion.

IX. New Business

- a. ADA Bus Purchases for the Recreation Department: Superintendent of Parks Mike Hanley
- Superintendent of Parks Mike Hanley reported the need for replace the existing fleet for the Recreation Department. The 2006 Ford E350 Starcraft and the 1998 Ford E350 are both nearing the end of their useful life.
 - Two used vehicles have become available for purchase; two, 2019 Ford E-350SD El Dorado Advantage 200, the price of both not to exceed \$130,000 which is significantly less than the budgeted \$200,000. These vehicles are expected to last over nine years while in use with the District.
 - Hanley has worked with the local Des Plaines dealership in the past and they are well known to be an honest and reliable company with a good reputation in the community. He believes we are receiving a good deal.

- Discussion ensued led by Commission Hoban and Commissioner Parra. Director Fahnstrom outlined the 2024 plan to replace three of the District's vehicles; two-fifteen passenger buses and one-fifteen passenger van. Upon discussion, it was determined that it is in the District's best interest to purchase the two proposed vehicles and look into an additional option supplied by Commission Hoban to replace the 15 passenger van.
- Commissioner Lussem made a motion to approve the purchase of the two 2019 Ford E-350 SD El Dorado Advantage 200 with 9,320 miles and the other at 6,323 miles for a price not to exceed \$130,000 as discussed. The motion was seconded by Commissioner Parra. Upon the roll being called, the Commissioners voted as follows:

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

X. Commissioner Comments

- a. Commission Nancy Parra enjoyed walking around the parks and seeing the decorated trees. Commissioner Parra relayed a recent visit to Weiss while a leak occurred in the gym while playing Pickleball. She congratulated the staff in the manner the leak was contained, information relayed to participants and the expediency in which the leak was fixed. She remarked on how instances like this are prime examples of why the District requires Capital Funds to maintain big projects like the roof. Superintendent Oswald agreed that preventive maintenance is a big part of Capital Funds expenditures. Lastly, Parra would like to add an agenda item to the next meeting. She would like to understand the differences between voting No, Abstain and Present, and make sure that all Board Members are clear on the differences. After a brief discussion Director Fahnstrom will speak with the legal team and Commissioner Lussem offered to possibly visit the Robert's Rules session at the upcoming IAPD Conference.
- b. The sled hill was brought up and Commissioner Lussem asked if sleds can be donated as the current sled shed is empty. Director Fahnstrom said that the District can purchase more if and when the remaining purchased sleds disappear. Additionally, Superintendent Powles briefly outlined her idea to offer different types of recreation equipment to the community.
- c. The Commissioners inquired about a few upcoming events; Fish Fry and Pizza, Pitcher and Puzzles. Director Fahnstrom announced that the Fish Fry at Rob Roy will be extended from 4 to 7 weeks on account of its popularity last year. The first Fish Fry will be on Friday, February 16th. The Pizza, Pitcher and Puzzles event will be on Saturday, March 2nd and a few teams have signed up already. Commissioner Hoban inquired about the prizes which are to be determined.

XI. Executive Session

- a. Commissioner Parra made a motion at 7:43pm that the Board go into closed Executive Session to consider and discuss the minutes of meetings closed under the Open Meetings Act pursuant to Section 2(c)(21) of the Open Meetings Act, either to approve said meeting minutes, or to conduct a semi-annual review to determine the ongoing need for confidentiality of said minutes. 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
 NAY: None
 ABSENT: Melissa Ackerman

XII. Action as a Result of the Executive Session

- a. Approval of the Resolution 24-01-18 A Resolution Determining the Confidentiality of Closed Session Minutes. Commissioner Hoban made a motion to approve said meeting minutes as discussed, excluding the closed meeting minutes of July 13, 2023. 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
NAY: None
ABSENT: Melissa Ackerman

- b. Close Session exited at 7:50pm

- XIII.** Adjournment. There being no further business to discuss, Commissioner Lussem made a motion to adjourn the meeting at 7:51p.m. The motion was seconded by Commissioner Parra and approved by common consent.

President

Secretary