

**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 FIRST DAY OF FEBRUARY 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, Nancy Parra and Melissa Ackerman. Commissioner Robert Hoban III requested to attend tonight's Board Meeting via Zoom and joined the meeting at 7:30pm. Also present were Executive Director Bret Fahnstrom, Superintendent of HR and Finance David Oswald, Superintendent of Communications and Marketing Christine Powles and Superintendent of Parks Mike Hanley.
- II. Visitors Present: Aaron Gold, Speer Financial
- III. The Agenda for February 1, 2024 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 the Treasurer's Report for December 2023: Superintendent of HR and Finance David Oswald proceeded to go over key points including; steps taken to bring the District within Fund Balance Policy, Year to Date Expenses of 112% and Year to Date Revenue of 114%. Oswald noted that it will be a few months until the year can be fully closed due to the cycles of expenses, accruals and revenues. A audited Treasurers Report for 2023 is targeted for completion in mid-April. Commissioner Rezek asked for clarification on the percentages listed. After discussion led by Director Fahnstrom and Superintendent Oswald, Rezek remarked that, given the unknown variables that may arise, the year to date budget is impressive. Commissioner Ackerman moved to approve the Treasurer's Report for December 2023 as presented. The motion was seconded by Commissioner Lussem and approved by common consent.
- V. *ORDINANCE 24-02-01 providing for the issue of approximately \$980,000 General Obligation Limited Tax Park Bonds, Series 2024, of the District for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District and for the payment of the expenses incident thereto, for the payment of outstanding obligations of the District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof.* Aaron Gold from Speer Financial started the presentation saying that 2023 was a great year for the District. The District has a strong understanding of how to maintain financial strength and sustainability. The bid results presented today are a reflection of the offer to purchase the District's Rollover Bonds with an expected closing date of February 15th. After careful consideration, the winning bid is from Busey Bank with a 4.17% interest rate. Upon discussion, Commissioner Parra moved to approve *ORDINANCE 24-02-01* as written. The motion was seconded by Commissioner Lussem. Upon the roll being called, the Commissioners voted as follows:

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

VI. Communications

- a. Director's Report: Executive Director Bret Fahnstrom
- The Family Valentine's Dance is tomorrow February 2nd, 2024. Held at Rob Roy Golf Course Clubhouse, this event is always a family favorite with games, prizes, giveaways and dancing.
 - The Illinois Parkour Championship will be held at The Zone on Saturday, February 3rd. Kids ages 5 – 15 have the opportunity to showcase their skills and agility in a times obstacle course race.
 - The 10th Hole Bar and Grill at Rob Roy will open for Fish Fry beginning Friday, February 16th. Fish Fry Fridays were incredibly popular in 2023 and is expected to entice even more people in 2024. Seating is from 4-8pm and will continue on Fridays until April 6th, which is extended from dates in 2023.
 - River Trails Park and Recreation Foundation has announced a new fundraising event; Pizza Puzzle Palooza. This event will take place on March 2nd at Rob Roy Golf Course Clubhouse. Make sure to sign up your team. We have three teams registered already.
- b. Miscellaneous Communications: Executive Director Bret Fahnstrom
- Fahnstrom announced the Illinois Association of Park Districts Joint Legislative Committee's upcoming Legislative Breakfast Program. The next breakfast will be on Thursday, February 29th at 8:30am at the Heritage Oaks Golf Club in Northbrook. All Commissioners are invited to attend. Commission Parra and Commission Lussem stated their interest in attending.

VII. Old Business

- a. DRAFT 2024 Budget Full Draft Budget
- Superintendent of HR and Finance David Oswald proceeded to go over key points including changes to consulting services, transfers and funds. An environmental initiatives report card was also added to the Draft Budget.
 - Director Fahnstrom announced that minimal changes may be coming for the Recreation Budget as 2024 programs are finalized.
 - The Public Hearing is planned for Thursday, February 15th to Adopt the 2024 Budget & Appropriation Budget.

VIII. New Business

- a. 2024 IPRA Board Expense Approval
- Commissioner Leah Lussem had the opportunity to attend the 2024 IPRA Conference in Chicago on Saturday, January 27th. A report was provided for the expenses accrued during the conference. Commissioner Parra moved to approve the 2024 IPRA Board Expense. The motion was seconded by Commissioner Ackerman. Upon the roll being called, the Commissioners voted as follows:

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

- b. Ordinance No. 24-02-01A An Ordinance Authorizing the Disposal of Unneeded Personal Property of the River Trails Park District
- Superintendent of Parks Mike Hanley presented Ordinance 24-02-01A which reflects the two vehicles spoken about at recent Board Meetings; 2006 Ford E350 StarCraft and 1998 Ford E350.
 - Commissioner Parra inquired about the process of selling these vehicles. Superintendent Hanley walked through the District's typical process for acquiring trade in value, auction, sale and disposal.

- Commissioner Lussem moved to approve Ordinance No. 24-02-01A An Ordinance Authorizing the Disposal of Unneeded Personal Property of the River Trails Park District. The motion was seconded by Commissioner Ackerman. Upon the roll being called, the Commissioners voted as follows:

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

IX. Commissioner Comments

- a. Commissioner Lussem shared her experience from the IPRA Conference. The first being that Executive Director Bret Fahnstrom won an award; A & F Section Distinguished Member Award for his outstanding contributions to the A & F Section. Lussem then shared items of interest that she learned during the IPRA Conference sessions and will share them to the Board via email at a later time. The email that was later sent to Director Fahnstrom included:
 - Robert's Rules
 - Present/Absent means the same and is considered a non-vote
 - Boardmanship Topics
 - More effective meetings; Be on time and Be Prepared; Ask yourself "does this contribute constructively; Direct comments to chair not directly to other commissioners; Agree to a max length of Meetings; Allocate time to each part of agenda; Consent agenda to approve multiple reoccurring items...example Mins., agenda, treasures report, etc. Items can be pulled out of consent agenda if needed to discuss separately; focus on leading the district (policy/legislative, land purchase, Long term planning); Allow Staff to operate the district (Day to Day operations, Budgets, etc. "let them do their jobs...don't micromanage); unite behind a common goal (i.e. master projects plan).
 - Board policy manual
 - Consent agenda
 - Best practice is to call for a vote for all motions
 - Due to Illness, travel for work or childcare (OMA)...a zoom vote is counted. However, a seated quorum must be present
- b. Commissioner Parra asked for her comments from Regular Meeting on January 18th be added to the agenda for the next meeting on February 15th. The agenda item should include Robert's Rules with a clear distinction between voting options.
- c. Commissioner Rezek asked that Director evaluations be returned to her.

X. Executive Session

- a. None

XI. Action as a Result of the Executive Session

- a. None

XII. Adjournment. There being no further business to discuss, Commissioner Lussem made a motion to adjourn the meeting at 7:33p.m. The motion was seconded by Commissioner Ackerman and approved by common consent.

President

Secretary