

**MINUTES OF THE DECENNIAL COMMITTEE MEETING OF THE
RIVER TRAILS PARK DISTRICT,
COOK COUNTY, ILLINOIS, HELD
AT 401 E. CAMP MCDONALD ROAD IN SAID DISTRICT
ON THE EIGHTEENTH DAY OF APRIL 2024 AT 7:00 P.M.**

- I. Committee Chairperson Leah Lussem called the meeting to order at 7:01 p.m. and directed Crista Altergott, Administrative Assistant/Risk Management to call the roll.
- II. Upon the roll being called, the following Decennial Committee Members answered present: Commissioners Leah Lussem, Jen Rezek, Melissa Ackerman, and Robert Hoban III. Commissioner Nancy Parra arrived at 7:33pm. Also present were Community Committee members Eric Raz and Lauren LoPresti as well as Executive Director Bret Fahnstrom, Superintendent of Finance and HR Dave Oswald, Superintendent of Communications and Marketing Christine Powels and Superintendent of Parks Mike Hanley. No other community visitors were present.
- III. The Agenda for April 18, 2024, was submitted for approval. Commissioner Rezek moved to approve said agenda as presented. The motion was seconded by Commissioner Ackerman and approved by common consent.
- IV. The Minutes for May 18, 2023, was submitted for approval. It was pointed out that Laurens' name was misspelled. The Minutes will be corrected. Community Committee Member LoPresti moved to approve said minutes as amended. The motion was seconded by Commissioner Hoban and approved by common consent.
- V. Brief Review of the Committee Requirements - Executive Director Bret Fahnstrom
 - a. Meet a minimum of three (3) times: The committee may choose to meet as often as desired but the three-meeting minimum must be in person with a majority of the Committee. To date, the committee has met two of the required three times.
 - b. Prepare a written report to submit to the county within 18 months: The River Trails Park District Decennial Committee was officially formed on May 4, 2023 and therefore a written report must be submitted on or before November 4, 2024.
- VI. Review of the Purpose of the Committee - Executive Director Bret Fahnstrom
 - a. To Study Local Government Efficiencies
 - Director Fahnstrom provided a brief timeline of how items of review have changed over the last year of review as the scope of focus narrowed. When the Committee was first formed a broad interpretation of the Committee's purpose was discussed. Fahnstrom noted that the shift in focus allows staff and committee members to stay on task.
 - b. Increasing Governmental Accountability
 - Director Fahnstrom led a discussion on how the Committee proposes to accomplish this task. General consensus was to focus on accountability and transparency to the public of River Trails Park District.
- VII. Review of the Progress to Date - Executive Director Bret Fahnstrom
 - Director Fahnstrom led the group through the latest Draft of the Decennial Efficiency Report for the River Trails Park District.
 - Administrative Assistant and Risk Management Crista Altergott will make the suggested changes based on the conversation and provide a revised report for the Committee to review prior to the next scheduled meeting.

- VIII.** What Additional Items Does the Committee Feel Would be Important to Review? Director Fahnstrom reviewed the items the Committee has reviewed to date: Intergovernmental Agreements (IGA's) and User's Policies and Regulations Manual. Fahnstrom inquired if the committee would still like to review the other items identified at the previous meeting:
- a. Finance Manual/AFR
 - On the District website and available for review
 - b. Strategic Plan
 - On the District website and available for review
 - c. Comprehensive Master Plan (10-year plan)
 - On the District website and available for review
 - d. Capital Replacement/Improvement Plan (5-year plan)
 - On the District website and available for review
 - e. Governing statutes, ordinances, rules, procedures, powers
 - Commissioner Hoban asked if these items were on the District website and requested resolutions to be added.
- IX.** Assigning of Tasks
- a. Director Fahnstrom requested Committee Members take time to do a second review of the Draft Report. Chairperson Lussem requested clarification on dates. Any items to be added to the Draft report should be submitted no later than May 15th.
 - b. Chairperson Lussem also requested that Committee Members spend time navigating and finding documentation on website to determine accessibility of information.
- X.** Electronic Communications & Open Meeting Act.
- a. Reminder that 'Reply All' is not an option, as is with Regular Board Communication. Director Fahnstrom asked that this committee be mindful of OMA whereas during electronic communication it is a violation of OMA to reply all and/or communicate as one group. He suggested that questions or comments that arise during electronic communication be sent directly to him and he can reply to the entire committee.
- XI.** Report Due Date November 4, 2024
- XII.** Post-Meeting Community Input None
- XIII.** Next Meeting
- a. Commissioner Hoban requested the Committee meet at least two more times to allow ample time for review and discussion of the Report prior to submittal.
 - b. After a group discussion, it was determined to schedule a meeting on September 5th with the intent to review the final draft of the report and a meeting on October 17th to vote on the document and submit to the county.
- XIV.** Adjournment. There being no further business to discuss, Commissioner Ackerman made a motion to adjourn the meeting at 8:01 p.m. The motion was seconded by Chairperson Lussem and approved by common consent.

Chair

Secretary