

**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 FIFTEENTH DAY OF AUGUST 2024, AT 7:00PM**

- I. The President called the meeting to order at 7:00 p.m. and directed Crista Altergott, Administrative Assistant and Risk Management to call the roll. Upon roll being called, the following Commissioners answered present: Leah Lussem, Nancy Parra, Melissa Ackerman and Robert Hoban III. Commissioner Jennifer Rezek was absent. Also present were Executive Director Bret Fahnstrom, Superintendent of Finance & HR David Oswald, Superintendent of Recreation Patti Mitchell, Superintendent of Parks Mike Hanley, Superintendent of Communications & Marketing Christine Powles and Golf General Manager Louis Eckenbrecht.
- II. Visitors Comments
 - a. none
- III. The Agenda for August 15, 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 Minutes for the Regular Meeting of July 18, 2024. Commissioner Parra moved to approve said minutes as presented. The motion was seconded by Commissioner Ackerman and approved by common consent.
- V. Approval of the Paid Invoice List for July 13 – August 9, 2024. Superintendent of Finance & HR David Oswald presented a brief overview. Commissioner Ackerman moved to approve the Paid Invoice List for July 13 – August 9, 2024, as presented. The motion was seconded by Commissioner Parra. Commissioner Hoban called for discussion to review a few questions that were sent to Executive Director Bret Fahnstrom prior to the start of the meeting. After discussion, the President directed Crista Altergott, Administrative Assistant and Risk Management to call the roll. Upon the roll being called, the Commissioners voted as follows:

AYE:	Leah Lussem, Nancy Parra, Robert Hoban III, Melissa Ackerman
NAY:	None
ABSENT:	Jennifer Rezek
- VI. Approval of the Treasurer’s Report for June 2024. Superintendent of Finance & HR David Oswald presented the information which included year to date revenues and expenses which have been updated since the audit. Commissioner Hoban moved to approve the Treasurer’s Report for June 2024, as presented. The motion was seconded by Commissioner Ackerman and approved by common consent.
- VII. Communications
 - a. Staff Report – Superintendent of Parks, Mike Hanley
 - Superintendent Mike Hanley presented an overview of trades, parks and golf course updates throughout the District. Hanley credited the successful summer season to his team. Staff members have been diligently taking care of the parks and shared spaces. Commissioners Parra and Ackerman commented that they have seen less litter and trash outdoors over the last year, helping to improve the overall aesthetic of our parks.

- The Trades team has been busy doing playground repairs and gearing up for the upcoming OCR with a new Traverse Wall.
 - The Parks team has been busy this summer with adding plants and keeping the grounds maintained. Invasive tree and weed control continues at Woodland Trails. Commissioner Hoban inquired about in house vs. contracted work status. Superintendent Hanley replied job status is determined on scope of work and eligible staff. Commissioner Ackerman would like to know when the next round of work will begin. Hanley replied that timing is not yet determined as the project is on going and the District will continue to do work as financially responsible.
 - Hanley also reported healthy turf and greens conditions at Rob Roy Gold Course and the sand trap project will resume after regular league play in September.
- b. Rob Roy Q#2 Golf Revenue Report – Golf General Manager, Louis Eckenbrecht
- Golf General Manager Louis Eckenbrecht reported the Q2 revenue report which included some numbers from Q1 as he was able to open early this year due to favorable weather.
 - The Pro Shop numbers included 10,761 rounds played at Rob Roy, 1,075 of which were brand new players to the course or returning after over ten years. Eckenbrecht reported that the cicadas caused some disturbance to the upward trending numbers as some rounds canceled and a few leagues were rescheduled to later in the season.
 - The Driving Range opened early this year and is on track to have its busiest year yet. Expenses have been higher than normal needing to purchase additional balls and a new ball picker.
 - Concessions is doing well with two Music Nights in Q2, regular Banquet room reservations on weekends and a new beverage cart staffed by Open Kitchens. Commissioner Parra thinks the beverage cart is a great addition.
 - Golf Maintenance has a fully staffed crew this year. Eckenbrecht acknowledged Superintendent of Golf, Jeremy Rolf, and his team, for the beautiful course conditions.
- c. Miscellaneous Communications – Executive Director Bret Fahnstrom
- Executive Director Bret Fahnstrom handed out an additional flyer, The Last Splash Bash. This is a free, community event to celebrate the end of the summer and is the last day Woodland Trails Pool will be open for the 2024 season. The event will be held at on Sunday, August 25th.
 - Fahnstrom reviewed August 2024 End of Season Hours Calendar, noting the days and time Woodland Trails Pool is open for pool pass members and the public.
 - The Weiss Community Center Renovation Project was discussed. The Weiss Community Center and Fitness Center will be closed from Saturday, August 24th till Tuesday, September 3rd. During that time staff will be at The Zone for in-person registration, phone calls and general operations.

VIII. Old Business

- a. Resolution No. 24-08-15A, A Resolution Approving the Environmental Policy
- Executive Director Bret Fahnstrom presented the Amended Environmental Policy. The Draft policy was addressed at the Board Meeting July 18th and as no questions were submitted since then, Fahnstrom recommended the Board adopt Resolution No. 24-08-15A, A Resolution Approving the Environmental Policy.
 - Commissioner Parra moved to approve Resolution No. 24-08-15A, A Resolution Approving the Environmental Policy, as presented. The motion was seconded by Commissioner Ackerman.

- Commissioner Hoban called for discussion. Native versus non-native plants, flooding, erosion and native prairie plants were discussed. Commissioner Parra stated it is good to see the District is committed to original prairie plants and flooding reduction. Commissioner Ackerman asked if Superintendent Hanley could act in an advisory function for ~~the local Rob Roy community~~ all park district HOA's to help with their planting.
- After discussion, the President directed Crista Altergott, Administrative Assistant and Risk Management to call the roll. Upon the roll being called, the Commissioners voted as follows:
 - AYE: Leah Lussem, Nancy Parra, Robert Hoban III, Melissa Ackerman
 - NAY: None
 - ABSENT: Jennifer Rezek

IX. New Business

- a. Resolution No. 24-08-15B, 2025 NWSRA Membership Assessment Resolution
 - Executive Director Bret Fahnstrom presented the NWSRA Member District Annual Assessment (MDAA). In the overview he outlined the details that were presented to District staff by NWSRA including a snapshot of the history of changes in each district's EAV, River Trails responsibility at 2.4% and how that percentage is calculated based on number of the population served and actual inclusion services provided from the year prior. The 2025 Special Recreation Fund recommendations were also reviewed based on a .04 Levy. In the recommendation, NWSRA has done the work to provide the District with a breakout of the maximum Levy amount that can be requested in 2025, as well as potential eligible funds for ADA improvements.
 - Commissioner Ackerman moved to approve Resolution No. 24-08-15B, 2025 NWSRA Membership Assessment Resolution as presented. The motion was seconded by Commissioner Parra and then called for discussion.
 - Commissioner Parra asked for clarification on page 5 of the MDAA. Director Fahnstrom and Commissioner Hoban continued the discussion by reviewing the fund wording, Levy details and NWSRA's justification for the increase.
 - After discussion, the President directed Crista Altergott, Administrative Assistant and Risk Management to call the roll. Upon the roll being called, the Commissioners voted as follows:
 - AYE: Leah Lussem, Nancy Parra, Robert Hoban III, Melissa Ackerman
 - NAY: None
 - ABSENT: Jennifer Rezek
- b. DRAFT Tree Protection Policy – Executive Director Bret Fahnstrom
 - Executive Director Bret Fahnstrom presented the Draft Tree Protection Policy which began with a conversation with the Director of the Roselle Park District. Roselle Park District sent their Tree Protection Policy which was used as the template and revised to meet the current and future needs of the River Trails Park District.
 - Commissioner Parra approves of the policy and would like staff to investigate adding ~~at least one Illinois native tree~~ one of each type of tree native to IL to the District, over time, in the attempt to become an arboretum.
 - Commissioner Lussem asked for clarification on Section 1.9D. and Commissioners Hoban and Parra asked that Section 1.8.D. be revised.
 - Staff will present the revised Tree Protection Policy at the Board Meeting scheduled for September 5th.

X. Commissioner Comments

- a. Commissioner Parra spoke on behalf of a patron who is disappointed that yoga punch cards cannot be carried over into new sessions. Superintendent Patti Mitchell replied that the District cannot allow unlimited extensions on punch cards as the staff has to be paid regardless of attendance. However, the District is happy to work with patrons to work out a solution and will honor extension requests due to medical reasons.

XI. Executive Session

- a. Motion for the Board go into closed Executive Session to consider information regarding appointment, employment, compensation, discipline, performance, or dismissal of an officer, an employee or employees pursuant to Sections 2(c)(1) and 2(c)(2) of the Open Meetings Act.

XII. Action as a Result of the Executive Session

- a. None

XIII. Adjournment. There being no further business to discuss President Leah Lussem adjourned the meeting at 7:54p.m.

President

Secretary