

**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 NINETH DAY OF JANUARY 2025**

- 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, Jennifer Rezek, Robert Hoban III and Melissa Ackerman. Also present were Executive Director Bret Fahnstrom, Superintendent of HR & Finance David Oswald, Superintendent of Recreation Patti Mitchell, Superintendent of Communications & Marketing Christine Powles and Superintendent of Parks Mike Hanley.
- II. Visitors Comments
 - a. None
- III. The Agenda for January 9, 2025, was submitted for approval. Commissioner Ackerman moved to approve said agenda as presented. The motion was seconded by Commissioner Rezek and approved by common consent.
- IV. Approval of Minutes for the Regular Meeting of December 19, 2024. Commissioner Ackerman moved to approve said agenda as presented. The motion was seconded by Commissioner Hoban and approved by common consent.
- V. Approval of the Treasurer's Report for November 2024 - Superintendent of HR & Finance David Oswald
 - Superintendent of HR & Finance David Oswald presented the highlights which included two reports reflective of the numbers before and after unbudgeted transfers. Transfers are necessary to stay within range of the District's Surplus Policy.
 - Commissioner Rezek moved to approve the Treasurer's Report for November 2024, as presented. The motion was seconded by Commissioner Ackerman and approved by common consent.
- VI. Communications
 - a. Miscellaneous Communications - Executive Director Bret Fahnstrom,
 - Executive Director Bret Fahnstrom presented a flyer for the Classic 5000, a Rotary Club of River Cities local event to be held on February Fifth. Interested individuals can scan the QR code on the flyer or sign up online.
 - Executive Director Bret Fahnstrom noted an upcoming Joint Legislative Committee Breakfast on February 14th. Bret is planning to attend and would like interested Commissioners to RSVP by the end of January.

VII. Old Business

a. DRAFT 2025 Full Budget - Executive Director Bret Fahnstrom

- Executive Director Bret Fahnstrom presented the first viewing of the Full 2025 Budget. The report has been broken apart into sections for easier viewing.
- Columns for the 2024 Budget and 2025 Budget were presented for comparative consideration along with a 2025 Appropriations column and a table summarizing budget changes since the Boards second viewing on December 19, 2024.
- Commissioner Hoban requested additional information on line items in Funds 10 and Funds 20.
- After a discussion on Funds 10, Funds 20 and the overall 2025 Budget, Commissioner Rezek moved to approve the acknowledgement that the 2025 Draft Budget is on the District Website, available for public viewing. The motion was seconded by Commissioner Ackerman. 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, Jennifer Rezek, Robert Hoban III, Melissa Ackerman,
ABSENT: Nancy Parra

VIII. New Business

a. DRAFT Employee Wellness Program Policy - Executive Director Bret Fahnstrom

- Executive Director Bret Fahnstrom presented an overview of the Draft Employee Wellness Program Policy which is aimed to consolidated outdated program with PDRMA's automated wellness incentive. PDRMA offers a program that tracks wellness behaviors and awards points quarterly. These points can translate into cash incentives.
- PDRMA has reduced the cash incentives for 2025. To stress the importance of wellness and participation in the PDRMA program, the District would like to award an additional incentive. If an employee reaches the maximum quarterly points, they will be awarded a half PTO day. Commissioners Ackerman and Rezek like that staff can piggy back off PDRMA for this employee benefit.

b. 2025 Wage Scale Structure – Executive Director Bret Fahnstrom

- Executive Director Bret Fahnstrom reviewed the history behind the wage scale chart which began in 2017 to produce a more comprehensive survey specific to Illinois Park District Organizations. The District has been using the HR Source / IPRA data sets to review and update wage scales every 2-3 years. Most recently, the Board approved the latest standing Wage Scale Chart in 2022.
- Commissioner Rezek moved to approve the 2025 Wage Scale Chart, as discussed. The motion was seconded by Commissioner Ackerman. Commissioner Hoban called for discussion and after discussion, the 2025 Wage Scale Chart has been tabled until the next Board Meeting.

c. Ordinance No. 25-01-09 Disposal of Unneeded Property - Executive Director Bret Fahnstrom

- Executive Director Bret Fahnstrom reviewed the need to dispose of old phone equipment after the District recently upgraded phone systems.
- Commissioner Ackerman moved to approve Ordinance No. 25-01-09 Disposal of Unneeded Property as discussed. The motion was seconded by Commissioner Rezek and then Commissioner Hoban called for discussion.
- After a brief 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, Jennifer Rezek, Robert Hoban III, Melissa Ackerman,
ABSENT: Nancy Parra

IX. Commissioner Comments

- a. none

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 but items left tabled, Commissioner Hoban motioned to adjourn the meeting at 7:54pm. Commissioner Rezek seconded the motion. President Leah Lussem 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, Jennifer Rezek, Robert Hoban III, Melissa Ackerman,
ABSENT: Nancy Parra

President

Secretary