MACOMB PARK DISTRICT
BOARD OF COMMISSIONERS MEETING 3/22/16

MINUTES:

Commissioners present: Jim Bloom, Pat Sowers, Valencia Pettigrew & Steve Horrell
Attorney Joe O'Donnell
Staff Present: Ray Peterson, Rachel Lenz & Johnathon Wrenn
Media and others: 4

6:00 – Vice-president Sowers declared the meeting open. Sowers stated that President Hemingway was ill and would not attend tonight's meeting, therefore he would preside.

2**. Approval of Agenda** – Commissioner Bloom moved for approval of the agenda. Commissioner Horrell seconded the motion. The motion passed (4 ayes – 0 nays).

3**. Consideration of and action on the minutes, bills and transfers, and monthly financial statements** – Commissioner Bloom moved to approve the minutes as presented. The motion was seconded by Commissioner Pettigrew. The motion passed (4 ayes - 0 nays). On behalf of the Finance Committee Treasurer Bloom recommended approval of the action on the February financial statements and March bills and transfers. Vice-president Sowers called for action on the recommendation. The February financial statements and March bills were approved on roll call vote (4 ayes - 0 nays).

4. **Review of Closed Session minutes** - Commissioner Bloom moved to release all the minutes of closed as presented. Commissioner Horrell seconded the motion. The motion passed on roll call vote (4 ayes - 0 nays).

5. **Public Comment** – None

6. **President's report** - None

7**. Director's report** – Peterson thanked the entire staff for their outstanding work during his absence as a result of his recent surgery. He reported that he would be working half-time for another week or so pending full clearance from his doctor. Peterson informed commissioners that construction work has resumed at Veterans Park, progress will be slow as even slight amounts of rain will prohibit work at this stage. Lakeview had a spring prairie burn yesterday that went very well and should help to eliminate tree encroachment. Park clean-up and opening is underway, which is a couple weeks earlier than typical due to the favorable weather conditions. There are two softball tournaments schedule in the next few weeks and soccer will be underway shortly at Veterans Park. Peterson stated that the design of the proposed repairs to Glenwood Pool should be nearly complete and ready to submit to the State of Illinois for review and approval. Once approved steps will be initiated to complete the process.

8. **Committee reports** – delayed to be presented during the consideration of the Budget and Appropriation Ordinance (item #10).

9. **Public Hearing regarding the 2016 Budget & Appropriation Ordinance #317 -** Vice-President Sowers declared the hearing open (6:05). Sowers requested if anyone present wanted to testify regarding Ordinance #317. There were no respondents. Sowers asked the secretary and commissioners for any written testimony which they have received. No written testimony was presented. Sowers declared the hearing closed (6:08).

10. **Consideration and possible action regarding the 2016 Budget & Appropriation Ordinance #317 -** Treasurer Bloom stated that passage of the annual Budget & Appropriation Ordinance is a state mandate but the format is very difficult to easily translate to the operating budget of the district. However, as part of the finance committee duties he has examined and checked the accuracy of the information presented and it is legally compliant. The Finance Committee has noted that while the current fund balances are in good shape there are some individual accounts that may have to borrow internally short term until the annual tax distributions are received. Commissioner Bloom moved to approve the Budget and Appropriation Ordinance #317. Commissioner Horrell seconded the motion. The motion passed on roll call vote (4 ayes - 0 nays).

11. **Consideration and possible action on Adult softball - Greg Wrenn -** Peterson gave a brief review of the history of the adult softball program and the reasoning to contract out the operation 20 years ago. With the dissolution of the Macomb Area Umpires Association, the district advertised for individuals or organization interested in operating the program to contact the district while also creating a plan for in-house operation of the league. In-house operation was the most expensive option which would require either considerably high cost to participants or cuts to other program to enable subsidy. Following interviews with qualified candidates Greg Wrenn is the staff recommendation to contract with the district for the adult softball program. Greg Wrenn presented his program plan for Adult Softball which will require a slight increase in sponsor fees and limit play dates to 3 days a week to minimize maintenance cost. Following questions and discussion the board directed Peterson to finalize contract negotiations with Wrenn, preferably for a three year contract much like the former contract for the program.

12**. Discussion and possible action on Personnel Policy -** Superintendent Rachel Lenz reviewed the process to date for the development of the current draft as presented. Following discussion, commissioners indicated they felt there were no additional revisions to the current document. Commissioner Bloom moved to adopt the Personnel Policy Handbook as submitted. The motion was seconded by Commissioner Pettigrew. Commissioner Horrell stated that during his tenure as a district employee this was the best and most complete policy document he had seen. The motion passed on roll call vote (4 ayes - 0 nays).

13. **Presentation of interactive feature of website - Johnathon Wrenn.** Student Intern Johnathon Wrenn report on a project he has been undertaking this semester for the district. Wrenn has taken video of district parks and facilities, which he has assembled to allow Macomb Park District website visitors to have an interactive 360 degree visual tour of individual parks. He displayed the action featuring Veterans Park. These will done for all sites during various times of the year to display seasonal changes as well as park features.

14**. Open Commissioner Presentation and discussion of future agenda items -** None.

6:30 Meeting adjourned on motion from Bloom, second by Horrell.

Respectfully submitted

Ray Peterson, Secretary
Macomb Park District