

MACOMB PARK DISTRICT
BOARD OF COMMISSIONERS MEETING 11/17/2020

MINUTES:

Commissioners present: Phil Weiss, Stirling Edwards, Russ Hamm, Emily Gamage, & John Hemingway

Attorney: Joe O'Donnell

Staff Present: Rachel Lenz & Julie Eggleston

Media and others: 4

1. 6:01 p.m. – President Weiss declared the meeting open.
2. **Approval of Agenda** –Commissioner Edwards moved for approval of the agenda. Commissioner Gamage seconded the motion. The motion passed (5 ayes – 0 nays).
3. **Consideration of and action on the minutes, bills and transfers, and monthly financial statements** – Commissioner Edwards moved to approve the regularly scheduled meeting October minutes and the minutes from the November 4th special meeting. Commissioner Gamage second the motion. The motion passed (5 ayes – 0 nays).

Treasurer Hamm gave an overview of the consolidated fund and general fund balances. Commissioner Hamm informed the board the District paid off the 2019 bond on October 16th. Hamm also mentioned the board the District received more reimbursements for COVID expenses [through the Local CURE allocation], the Personal Property Replacement check for \$10,506, a Mobile Home tax distribution of \$1,421, and the final tax distribution of \$133,420; approximately 10% of the distribution. Commissioner Edwards moved to approve the bills and transfers and monthly financial statements. Commissioner Gamage second the motion. The October financial statements and November bills were approved on roll call vote (5 ayes – 0 nays).

4. **Public Comment** – None
5. **Presentation of the Marjorie Conner Spirit Award** – This award was created by the Conner family in 2002 in memory of Marjorie Conner and to continue honoring her legacy of team spirit, sportsman ship, and positive personality toward the programs she participated in and the individuals she participated with. MCSRA Program Supervisor presented the annual Marjorie Conner Spirit Award to long time MCSRA participant and Special Olympics athlete Carol Heath.

President Weiss declared a short recess at 6:10.

President Weiss declared the meeting back in session at 6:16

6. **President's report** – President Weiss announced the Governor recently announced the state of Illinois will be moving into Tier III mitigations this upcoming Friday. He said to be on the look out for an official statement for the December board meeting to be moved online.
7. **Director's report** – Director Lenz started with the Tier 3 mitigations and how District operations will adjust during this time. As of Friday, November 20th, the main office will be closed to the public; a skeleton crew will work on rotation on site with remaining staff working remotely from home; all shelter rentals are canceled/postponed until further notice; all indoor recreational activities are suspended until further notice; and outdoor recreation/sports are restricted to groups of 10 or less with masks and pre-registration required.

Lenz was happy to announce opportunities the District was still offering during these times such as the Elf on the Shelf Kits, 2nd edition of the Clay Camp Kits, and Lakeview Nature Area Guided tours. Lenz also celebrated the local businesses who continue to support the Park District initiatives through these hard times. The Old Dairy completed their Push for Parks campaign and raised \$268 through their dog treats sales. The Whytehouse just kicked off their campaign selling tenderloins for \$8, \$2 of each sale going to the Patton Park Development.

Director Lenz updated the board on the educational offerings she had taken advantage of. She thanked the board for approving her attendance to the NRPA Virtual Conference, boasting about the variety of topics that were covered such as racial equity, partnership, grant writing, mental health, customer service vs customer experience, next practices, master planning, and more. Lenz also attended the IAPD annual legal symposium which covered a variety of relevant legal implications that have come about from the pandemic and certain areas for special districts to be aware of as we continue to come out of our current circumstances. Lenz thanked NRPA and IAPD for their continued emphasis on quality educational offerings, especially during these times.

8. **An Ordinance providing for the issue of General Obligation Limited Park Bonds, Series 2020, of the District, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, for the payment of certain 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.** – President Weiss read Ordinance 337 – General Obligation Limited Park Bonds, Series 2020 into the record:

An Ordinance providing for the issue of \$648,000 General Obligation Limited Park Bonds, Series 2020, of the Macomb Park District in McDonough Illinois, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District, for the payment of certain outstanding obligations of said Park 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.

Weiss informed the board that our final interest rate for the bond is set at 1.15% and are set to close on December 20th through the purchaser Morton Community Bank. The total issue for the 2020 series is \$648,000. The breakdown of how the bond will be allocated is \$441,307 will go toward our project funding, \$56,113 goes to make payment on Debt Certificate Series 2009, and \$125, 187 goes to make payment on Debt Certificate Series 2015. Commissioner Hemingway moved to approve. Commissioner Hamm second. The motion passed (5 ayes – 0 nays).

9. **Discussion of Executive Director’s Annual Review, closed session possible, action possible – 5 ILCS 120/2(c)(2)** – President Weiss stated as both items 9 and 10 in the agenda deal with the same personnel matter, both items could be discussed in the same closed session but actions would be taken separately once the board entered into open session. Commissioner Hamm motioned to enter into closed session under 5 ILCS 120/2(c)(2). Commissioner Hemingway second the motion. The motion passed on a roll call vote (5 ayes – 0 nays). The board entered into closed session at 6:36 p.m.

Commissioner Edwards moved to enter into open session. Commissioner Hemingway second the motion. The motion passed on a roll call vote (5 ayes – 0 nays). The board entered into open session at 7:19 p.m. President Weiss reminded everyone that the action taken would be in two separate tiers. The first item would be to accept the Director’s annual report. Commissioner Hamm moved to approve and endorse the Director’s annual report with recognition and appreciation of her performance. Commissioner Hemingway second the motion. The motion passed on a roll call vote (5 ayes – 0 nays).

10. **Closed session with action possible under authority of the Open Meetings Act 5 ILCS 120 - 2(c)(3) and the Park District Code 70 ILCS 1205 2-25** – Weiss said the next item to be approved is a financial packet based on the Director’s performance. Commissioner Hamm moved to approve a \$2,000 performance bonus and a 1.5% salary increase. Commissioner Gamage second the motion. Commissioner Hamm added that the board appreciates the work that Director Lenz has done through this difficult time. They truly appreciate the work and time she puts in and the support that she gives the District staff with the work that they have done in the community and the continued success they have seen over the last three years. Commissioner Hemingway stated as this would be the last time he would take part in this discussion/deliberation and he owed it to the Director to say, she has risen to the challenge that was posed to her when the decision to hire her was made. She has in fact exceeded what she knows were high expectations at that time and that he is personally and professionally grateful for the outstanding job she’s done and the leadership she has provided, not just to the district but also to the community, it is greatly appreciated. Commissioner Edwards added that he takes personal pride when he dons a Macomb Park District shirt knowing that Director Lenz is behind this Park District, spearheading every effort, makes it much easier to go out into the community knowing that she is our Director. Commissioner Weiss echoed all of these statements. Weiss stated it was only a year ago the board was discussing this same thing not knowing what was about to hit, not only the world, but our community and the amount of things that she has accomplished and goals achieved, reinforces how lucky the District is to have her. The motion passed on a roll call vote (5 ayes – 0 nays).

11. **Open Commissioner Presentation and discussion of future agenda items** – N/A

7:27 PM Meeting adjourned on motion from Hemingway, second by Gamage. The motion passed (5 ayes, 0 nays).

Respectfully submitted

Rachel Lenz, Secretary
Macomb Park District