

MACOMB PARK DISTRICT
BOARD OF COMMISSIONERS MEETING 2/19/2025

MINUTES:

Commissioners present: Neil Armstrong, Molly Selders, Russell Hamm, Emily Gamage, Philip Weiss

Staff: Chris Frankhauser, Michelle Narvarez

Attorney: Emily Sutton

Media and others: 1

1. 6:00 p.m.- President Armstrong declared the meeting open.
2. **Approval of the Agenda-** Commissioner Weiss moved for approval. Commissioner Gamage seconded the motion. The motion passed (5-aye- 0 nays).
3. **Consideration of and action on the minutes, and bills, and transfers and monthly financial statements-** Commissioner Weiss moved to approve the minutes from the January meeting minutes. Commissioner Gamage second the motion. The motion passed (5 aye-0 nays).

Treasurer Hamm gave an updated report on the consolidated and general fund accounts. Hamm reported that the District received a PPRT distribution of \$15,983 on January 13. Commissioner Gamage moved to approve and Commissioner Selders second the motion. The January financial statements and the February bills were approved on a roll call vote (5 ayes- 0 nays).

4. **Public Comment-** None

5. **Report from attendees of IAPD/IPRA State Conference-** The board heard from Michelle Narvarez , Marketing Specialist for the District. This was her first time attending conference and was able to come back with many great ideas. Narvarez gave a summary of the sessions she attended and some goals she has set for herself for the District. Narvarez stated she is planning on producing more social media video post. Narvarez commented that she was impressed with the Agency Showcase and came away with information that would make surveys more successfully completed. Narvarez stated she is excited to be able attend again. Commissioner Weiss reported on his time at the conference. Weiss mentioned that he attended 3 key sessions and spoke on those. Weiss offered congratulations to President Armstrong and Dr. Robinett from WIU for their session at conference. Weiss also passed along his congratulations to Director Lenz for her work with IAPD to make the state conference such a success.

6. **President Report-** President Armstrong stated this was a little different conference as he was involved in some of the set up of some of the sessions this year. Armstrong stated he and Commissioner Weiss attended the Business Meeting and stated that the IAPD continues to do a great job of providing information and legal advise to the park district's in the state.

7. **Director Report-** Business Manager Frankhauser reported that the District is hiring for seasonal positions. The District is still looking to fill the position of the MCSRA Supervisor. Frankhauser reported that the solar is live at all three locations (Office, Ball Fore & Lakeview). The District has access to the Enphase Dashboard which is giving live data of how much energy is being produced and the environmental impact. The District is working with our energy firm. Progressive Solutions, to create a live feed data on our website. Frankhauser mentioned that we do have the draft of the Budget and Appropriation Ordinance for review and will be passed in March. Frankhauser stated that we had a few instances with program participants that sparked a need for s behavior code of conduct for approval tonight. This was developed utilizing other district's policies and has been reviewed by Attorney Sutton. Resolution 25-1 is on the

agenda. This is to declare some items that the District does not need or are being used and allow these to go to auction. Frankhauser reported that Director Lenz has given the commissioners her goals for 2025. After discussion with President Armstrong, this will be for review for this month. Official approval will be in March when Lenz is available to answer any questions or provide clarification.

8. **Presentation of the draft Budget & Appropriation Ordinance #351-** President Armstrong presented the ordinance as draft. Commissioner Weiss asked if this document would be available to the public for review. Frankhauser stated that it was available as of yesterday, February 18 for the 30-day review period. Frankhauser did state that the revenues would be higher this year due to the Patton grant reimbursement.

9. **Consideration of and possible action on Behavior Conduct Policy-** President Armstrong asked Frankhauser to highlight the key points again. Frankhauser stated that there had been a couple of incidents that brought the need to put a policy in place. Frankhauser went over the key points of the policy. A motion was made by Commissioner Hamm and second by Commissioner Weiss. Motion passed on a roll call vote (5 ayes -0 nays).

10. **Presentation and possible action on Resolution 25-1-** President Armstrong presented the Resolution and went over the items listed. A motion was made by Commissioner Hamm and seconded by Commissioner Gamage. Motion passed on a roll call vote (5 ayes- 0 nays).

11. **Presentation of Executive Director's goals-** President Armstrong said that if there were any questions, reach out to the Director. This would be presented for approval at the March meeting.

12. **Open Commissioner presentation and discussion of future agenda items-** None

6:24 PM Meeting adjourned on motion from Gamage, second by Selders.

Respectfully submitted,

Chris Frankhauser, Assistant Secretary
Macomb Park District