

MACOMB PARK DISTRICT  
BOARD OF COMMISSIONERS MEETING 11/15/2022

MINUTES:

Commissioners present: Phil Weiss, Emily Gamage, Russ Hamm & Molly Selders

Attorney: Emily Sutton

Staff Present: Rachel Lenz

Media and others: 2

1. 6:00 p.m. –President Weiss declared the meeting open.
2. **Approval of Agenda** – Commissioner Hamm moved for approval of the agenda. Commissioner Gamage seconded the motion. The motion passed (4 ayes – 0 nays).
3. **Consideration of and action on the minutes and, bills and transfers, and monthly financial statements** – Commissioner Hamm moved to approve the October meeting minutes. Commissioner Selders second the motion. The motion passed (4 ayes – 0 nays).

Treasurer Hamm gave an overview of the consolidated fund and each of the general fund accounts. Hamm also informed that the bond portion of the distribution was deposited into the consolidated fund on October 7<sup>th</sup> and the bond was paid in full on October 28<sup>th</sup>. Commissioner Gamage moved to approve. Commissioner Selders second the motion. The monthly financial statements were approved on roll call vote (4 ayes – 0 nays).

4. **Public Comment** – None
5. **An Ordinance providing for the issue of General Obligation Limited Park Bonds, Series 2022, 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 and for the payment of the expenses incident thereto, 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 reminded the board that this is a continuation of the conversation had last month regarding the bond, which will be in the way of \$674,000. Director Lenz informed the board that the bond was sold locally and the interest rate settled at 3.9%. Commissioner Hamm moved to approve the General Obligation Limited Park Bond Ordinance. Commissioner Gamage second the motion. The motion passed on a roll call vote (4 ayes, 0 nays).
6. **President's report** – President Weiss reminded the board that three seats are up for election for the April election. Petition filing opens December 12<sup>th</sup> and closes December 19<sup>th</sup>.
7. **Director Report** – Director Lenz added that the office will open at 8:00 a.m. on the 12<sup>th</sup> and on December 19<sup>th</sup> the office will be opened until 5:00 p.m. as per legally required. Lenz was excited to announce that the District now has a fully signed and executed OSLAD agreement meaning the District can now move forward with purchasing product for next Spring.

Lenz informed the board the District is going through year end wrap ups with clean up and evaluations. Lenz had the opportunity to go to the IAPD legal symposium and learned about what new requirements are coming to the District. One specific legal requirement is forming an efficiency committee that must be formed by June

2023. Lenz was pleased to share that IAPD is putting together a pack that will guide their members through the process. The District has put out a request for proposals for a new concessions vendor at Veterans Park. Packets are due December 9<sup>th</sup> at 3:00 p.m. Lenz ended that the Strategic Plan is nearing completion and expects to present the final product to the board at the December meeting.

8. **Distribution and possible action on meeting dates for 2023** – President Weiss shared with the board that three dates for board meetings next year conflict with the City Council due to holidays. Weiss proposed moving our meetings for those months to the Wednesday of that week to allow the District meetings to still be hosted in the Council Chambers. The proposed meeting date changes would be January 18, February 22, and June 21. The rest of the meeting dates would remain the 3<sup>rd</sup> Tuesday of each month. Commissioner Hamm moved to approve. Commissioner Selders second the motion. The motion passed (4 ayes, 0 nays)
9. **Discussion and possible action on Amendment to Ordinance 342: Regulation Financial Controls**– Weiss stated this would be an amendment to the ordinance the board adopted earlier this year at the recommendation of Sikich. An investment policy has been added as well as an increase in purchasing limit in conjunction with the legal increase passed this summer. Commissioner Gamage moved to approve the Amendment to Ordinance 342. Commissioner Selders second the motion. The motion passed on a roll call vote (4 ayes, 0 nays.)
10. **Discussion and possible action Executive Director’s Annual Review; closed session possible** – Weiss asked for a motion to enter into closed session. Commissioner Selders moved to enter into closed session. Commissioner Gamage second the motion. The board entered into closed session at 6:30 p.m. on a roll call vote (4 ayes, 0 nays) Commissioner Gamage moved to enter into open session. Commissioner Selders second the motion. The motion passed (4 ayes, 0 nays) The board entered into open session at 6:43 p.m.

Commissioner Gamage moved to accept the Director’s Annual Review. Commissioner Selders second the motion. The motion passed (4 ayes, 0 nays)

President Weiss shared the board discussed providing the Director with a \$2,000 bonus as well as a 2.5% salary increase. Commissioner Hamm moved to approve providing the Director a \$2,000 bonus payable in December and a 2.5% increase in the Director’s salary for the new year. Commissioner Gamage second the motion. The motion passed on a roll call vote (4 ayes, 0 nays)

11. **Open Commissioner Presentation and discussion of future agenda items** – None

6:47 PM Meeting adjourned on motion from Gamage, second by Selders. The motion passed (0 ayes, 0 nays).

Respectfully submitted

Rachel Lenz, Secretary  
Macomb Park District