

MACOMB PARK DISTRICT
BOARD OF COMMISSIONERS MEETING 01/21/2020

MINUTES:

Commissioners present: Philip Weiss, John Hemingway, Russ Hamm, Stirling Edwards, & Emily Gamage
Attorney: Joe O'Donnell
Staff Present: Rachel Lenz
Media and others: 6

6:02 p.m. –President Weiss declared the meeting open.

2. Approval of Agenda – Prior to approval of the agenda President Weiss informed the board item 7 and item 11 would be removed. Commissioner Edwards moved for approval of the agenda. Commissioner Hamm 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 Hemingway moved for approval of the regularly scheduled December meeting minutes. Commissioner Hamm second the motion. The motion passed (4 ayes – 0 nays). Treasurer Hamm gave a year end summary of the consolidated fund and each of the general fund account balances.

Commissioner Gamage entered at 6:07

Commissioner Edwards moved to approve of the bills and transfers and monthly financial statements. Commissioner Hemingway second the motion. The December financial statements and January bills were approved on roll call vote (5 ayes – 0 nays).

4. Public Comment – None

5. President's report – President Hemingway took a moment to honor the late Valencia Pettigrew. He expressed the boards gratitude to Pettigrew's dedication to quality program for all demographics and assured to continue to honor her legacy through the board's works. Commissioner Hemingway also took a moment to remember Valencia and her impact.

6. Director's report – Director Lenz informed the board that 2020 has started with a flurry. She thanked the staff for coming back from the long break ready to hit the ground running. Lenz shared details about the newest Park District initiative, *Be The Change*. This is the Districts promise to assess their carbon footprint and work to lessen the environmental impact accrued from daily operations. *Be The Change* also stands as an educational platform to empower others to become Change Makers with the District. Several local businesses has already joined the effort with more thinking through the possibilities of how they can alter their daily operations to become more eco-conscious.

Lenz welcomed a new staff to the Macomb Park District family, Kara Sahagian, who is joining them as the Development Coordinator. Sahagian will be developing a standardized training program for part time staff, developing funding opportunities (ie, grants), and working to develop data collection platforms. Director Lenz and Business Manager Frankhauser have broken down the budget and are working on a draft of what 2020 finances will look like. Lenz shared that the regular management training that happens in January was moved to

February due to everything that took place during the first several weeks back. Lenz reminded the board that during the annual audit Greg Butler announced it would be his last year working with the District. After several months of searching for a new firm to handle the District's account Lenz has talked Greg into one more year of service while they continue to negotiate costs with the other firms. Finally, Lenz gave a brief overview of upcoming programs for the month such as ceramics, the Daddy Daughter Dance, and the new Prairie School.

7. Informational presentation from Heather McMeekan, President of the Democratic Women of McDonough County - removed

8. Consideration and Action on Veterans Park Youth Baseball Field Lighting Bids – Director Lenz went over the numbers of the first four bids from Barton Electric, the recommended bid from IMEG Corp:

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|------|----------------------------|-----------|
| I. | base bid of one field HID: | \$162,000 |
| II. | base bid of one field LED: | \$199,000 |
| III. | two fields HID: | \$289,000 |
| IV. | two fields LED: | \$358,000 |

Commissioner Edwards stated he believes that even though it is more money upfront, it would be more responsible for the District to select the more advanced technology that has the 25-year warranty. Commissioner Edwards motioned to accept Barton Electric's bid of one field with LED at \$199,000. Commissioner Hemingway second the motion. Commissioner Gamage raised the discussion that the current fields at Veterans Park are have HID lighting and that there is a grant program through Ameren that would assist in the cost of retrofitting the HID lighting to LED. Commissioner Hemingway offered an amendment to the motion, if Commissioner Edwards would accept, that the board move forward with Barton's LED bid and direct the Director to look up options for retrofitting the current fields to LED. The motion passed on a roll call vote (5 ayes, 0 nays).

9. Consideration and action on election of OMA and FOIA officers – President Weiss reminded the board that they are required by law to designate someone to respond to requests and/or concerns about Open Meeting issues and items related to Freedom of Information Act. Historically the current Director has served as the OMA Officer and the Business Manager has served as the FOIA officer with the of them being the other's assistant in the instance that one is not able to fulfill a request. President Weiss moved to elect Director Lenz as the OMA officer and Business Manager Frankhauser as the FOIA officer for the Macomb Park District. Commissioner Hemingway second the motion. The motion passed on a roll call vote (5 ayes, 0 nays.)

10. Discussion and action possible on Resolution 20-1: Reduction of Single-Use Plastics and Carbon Footprint – Commissioner Hemingway made reference to the new initiative that Director Lenz mentioned in her report and that this Resolution would be the motivation to push our District into a leading role as a green organization in the community. The resolution states:

- 1. Reduction of single-use plastic and the District's carbon footprint are a District priority, to be given due attention in all phases of District operations.*
- 2. The Director shall ensure that employees and volunteers are made aware of this priority and pursue their job duties accordingly.*

3. *The Director shall prepare and submit to the Board of Commissioners a report on (a) the presence of single-use plastics in the District's operations and programs and (b) on the District's current carbon footprint, to be submitted no later than the Board's monthly business meeting six months after adoption of this resolution.*
4. *Accompanying the report in item 3 above, the Director shall submit to the Board an overview of steps taken and/or planned to limit and reduce (a) the presence of single-use plastics in the District's operations and programs and (b) the District's current carbon footprint.*
5. *The report referenced in item 4 above shall thereafter be made annually.*

Commissioner Hemingway moved to approve Resolution 20-1: Reduction of Single Use Plastics and Carbon Footprint. Commissioner Hamm second the motion. The motion passed (5 ayes, 0 nays).

11. Discussion and action possible on Resolution 20-2: Resolution of Authorization for PARC Grant Program - removed

12. Open Commissioner Presentation and discussion of future agenda items – Commissioner Hemingway suggests we reconsider the seating of commissioners from seating by seniority to seating in alphabetical order by last name, with the President remaining in the first seat.

Commissioner Hamm inquired about agenda item number 7 and if we should expect a presentation in the future. President Weiss informed him they rescheduled their presentation for the February meeting.

6:47 PM Meeting adjourned on motion from Hamm, second by Hemingway. The motion passed (5 ayes, 0 nays).

Respectfully submitted

Rachel Lenz, Secretary
Macomb Park District