

MACOMB PARK DISTRICT  
BOARD OF COMMISSIONERS MEETING 10/17/17

MINUTES:

Commissioners present: John Hemingway, Valencia Pettigrew, Russ Hamm, & Philip Weiss  
Attorney Joe O'Donnell  
Staff Present: Rachel Lenz, Neil Armstrong, & Kayla Morphey  
Media and others: 2

6:24 – President Hemingway declared the meeting open.

2. **Approval of Agenda** – Commissioner Hamm moved to approve the agenda. Commissioner Weiss 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 Hamm moved to approve the minutes. The motion was seconded by Commissioner Pettigrew. The motion passed (4 ayes - 0 nays). Treasurer Hamm reported that the funds are in a good place. Currently Payroll and new equipment are over budget due to the construction that happened out at Veterans Park but the staff have done a good job of keeping other expenses down. Commissioner Weiss moved to approve the September financial statements as well as the October bills and transfers. Commissioner Pettigrew second the motion. The motion was approved on roll call vote (4 ayes - 0 nays).

4. **Public Comment** – None

5. **President's report** – President Hemingway asked that commissioners that had their vision statements prepared to please turn them in. President Hemingway expressed that those who needed a few extra days to type theirs up that they are welcome to drop them off at the Park District's main office at any time in the next week or so.

Hemingway took a moment to inform the board of the positive response that he had heard around town about the new fitness equipment installed out at Veterans Park and, although it was not what the public expected to see come from the Park District, they all seemed excited about the new direction being taken.

6. **Director's report** – Director Lenz distributed cinched bags to commissioners with the new branding scheme of a sketched logo and sketched representation of different activities available to the community through the district on it. Lenz expressed her gratitude to the Western Illinois University Marketing club who would be hosting a fundraiser on November 3<sup>rd</sup> for the Macomb Park District. Lenz informed the board that monies raised would be used to kick off their fundraising campaign for the lighting at the Little League Diamonds at Veterans Park.

Director Lenz told the board that a new policy was being developed for shelter rentals for 2018. Over the last several years the District has seen an increased need for a stricture policy during holidays and community events due to groups taking advantage of the "honor system" that is in place. Lenz also informed the board about the success of the Festival of LIFE event that happens annually at Veterans Park. Also, the District was featured in the October IParks Newsletter for the inspired change that they have seen happening through our District events. Lenz shared more detailed information about the upcoming Zombie Apocalypse Macomb event happening on Halloween weekend. She expressed thanks to the amazing community partners that have come together to make this event possible including HyVee, Refreshment Services Pepsi, the College of Fine Arts & Communication at WIU, Horn Field Campus, First Bankers Trust, and Kune's Country Auto Group of Macomb.

Veterans Park fields are prepped for the Spring and fertilizer has been ordered for both the girls and boys diamonds. Lenz showed the board pictures of the new fitness amenities that have been added to Veterans Park. She gave

accolades to the Maintenance staff for doing such a professional job of installing the equipment. Beyond the Greenfield Outdoor Fitness equipment, signage has been installed that are stations of the new QRFit Trail where individuals can scan a QR Code on their smart phone and a video will pop up of different exercises for them to take part in.

**7. Committee reports – N/A**

**8. Presentation by Superintendent of Support Services** – Superintendent Armstrong presented the direction of the park district in the way of risk management and safety as the new OSHA requirements and rising concern of public safety have increased need of such in our District. Armstrong discussed the formalization of a Safety Committee, a risk management manual, standardization of online safety training, and inspections of district buildings and equipment, along with a number of other initiatives to bring our District up to date in the way of safety and risk management. Armstrong also informed the board that he would be undergoing a 30 hour OSHA training in the coming week to gain a stronger foundation of knowledge to help push the district in the right direction.

**9. An Ordinance providing for the issue of General Obligation Limited Park Bonds, Series 2017, 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 Hemingway read ordinance #321 into the record. Hemingway informed the board that the interest rate on the \$612,000 bond will be 1.2% which is an outstanding number compared to what the district has seen in previous years. Commissioner Weiss moved to approve ordinance #321 and seconded by Commissioner Pettigrew. The motion passed on a roll call vote (4 ayes, 0 nays).

**10. Discussion and possible action on authorization of financial support for Commissioners attendance at annual Illinois Association of Park District/Illinois Park and Recreation Association state conference.** – President Hemingway explained the history of sending Commissioners to the annual state conference and how it has changed over the last several years. With the board being so young it had been discussed that the travel policy be reinstated to allow one commissioner to attend on a rotating basis in a seniority order. The discussion was tabled until the next board meeting to allow commissioners to check their schedules to see who would be available to attend. The updated policy will be voted on at the November meeting.

**11. Discussion and action on naming an official delegate for the IAPD Business Meeting** – President Hemingway discussed the need for a delegate to be named to attend the annual business meeting at the annual state conference excluding himself as he is already on the board of trustees for IAPD. Alternates can be set up so that whoever attends the state conference they can attend the meeting. Commissioners agreed to list alternates in seniority.

**12. Open Commissioner presentation and discussion of future agenda items.** – N/A

7:08 Meeting adjourned on motion from Hamm, second by Pettigrew. The meeting was adjourned (4 ayes - 0 nays).

Respectfully submitted

Rachel Lenz, Secretary  
Macomb Park District