

MACOMB PARK DISTRICT
BOARD OF COMMISSIONERS MEETING 10/20/15

MINUTES:

Commissioners present: John Hemingway, Jim Bloom, Pat Sowers, Valencia Pettigrew & Steve Horrell
Attorney Joe O'Donnell
Staff Present: Ray Peterson
Media and others: 4

6:26 – President Hemingway declared the meeting open.

2. Approval of Agenda – Commissioner Bloom moved to approve the agenda. Commissioner Sowers 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 Bloom moved to approve the minutes of the September 15 Macomb Park District Board of Commissioners regular meeting and the September 25 Special meeting. Commissioner Sowers seconded the motion. The motion passed (5 ayes – 0 nays).

Treasurer Bloom stated that the Finance Committee recommended approval of the September financial statements and October bills. The September financial statements and October bills were approved on roll call vote (5 ayes – 0 nays).

4. Public Comment – None

5. President's report – President Hemingway reported that the October 10 Commissioner retreat went very well with good discussion regarding the roles and responsibilities of Commissioners. Hemingway updated the commissioners regarding the current status of the Citizen's Action Project (CAP) that he and Commissioner Bloom have been attending. He indicated that while no definite contributions have been approved he feels that the district should contribute toward the investigative and assessment work the CAP is considering contracting. At this point it appears that the contribution will be approximately \$20,000 over the next year or so.

President Hemingway stated that the proposed property freeze, while continuing to be debated in the legislature is very likely to become law within the next several months. He said that the director would cover that issue more completely in his report but that a contingency plan must be started to deal with the probable effects if the law when enacted. Hemingway expressed his opinion that the staff should develop a plan to deal with the issue before the year is over so that the board can make the decisions regarding the potential cuts or modifications of services. Hemingway asked there was any opposition to initiating the process immediately. Hearing none the President directed Peterson to review the possible impacts and have recommendations to submit to the board.

Hemingway reported that after a very long wait there is finally some positive news regarding the purchase of the 50 foot strip on the east side of Veterans Park. He asked Joe O'Donnell to update the Commissioners. O'Donnell stated that tomorrow the purchase transaction would be complete. The closing will be after lunch and the deed will be recorded shortly after. Hemingway added that this has been a multi-year process and he is relieved that it is completed as the district is about to award the construction contract in a few minutes.

Hemingway stated that now that the Veterans Park Phase 2 is about to become operational the board needs to refocus energy toward the director search process. Hemingway reminded commissioners that agreement with Illinois Association of Park Districts called for the district to provide the basics of the job description to IAPD in December. He reported that Commissioner Horrell combined and refined the initial information which he will be distributing to the board later. Hemingway announced that in order to continue moving the process forward he was creating an Ad-hoc search committee comprised of himself and Commissioner Horrell to examine and dispense information to board and IAPD.

6. Director's report – Peterson reported that since the recent weather has been very mild the district has been able to delay closing some of the facilities for winter as well as being able to complete some additional projects and duties. Peterson informed the commissioners that the Glenwood Pool has been inspected by a certified pool contractor and we are waiting for the results to determine what improvements may be required before the 2016 season.

Peterson reported that he had officially notified that the Macomb Area Umpires Association is disbanding and as a result will not be continue operating the adult softball leagues. He stated that this has been a successful relationship for a very long time saving both the taxpayers and participants money while continuing to provide a viable program. Peterson informed the board regarding the results of the Central Illinois Directors meeting he attended recently in Peoria. The primary focus of meeting was the proposed property tax freeze and the impact upon individual districts. Peterson stated there is a universal feeling this action will require reductions in services to accommodate not just general inflation but specific increases such as health insurance and fuel cost. Allowing for the requirement to fully fund the mandated levies the necessary reductions will be absorbed in the operational levies. This may require increases in fees and or cuts to the funds available. Peterson indicated that the fiscal challenges that have confronted the district in recent years is also evident in many downstate districts which are also looking to modify traditional programming to increased event type activities.

7. Committee reports – Finance Committee – Treasurer Bloom reminded the board that the district is about to commit funds to a large development project so the large balance in the Consolidated account will be mostly obligated for the next year. The general fund remains in sound condition however there are a few internal transfers from earlier in the year that he recommends be forgiven next month to assure the accounts in order before the December close of the fiscal year. Treasurer Bloom pointed out that as the district is nearing the end of the fiscal year the information regarding Ball Fore, Lakeview and the pool are nearly complete. Ball Fore did better than projected. Lakeview is down on receipts but has also lower expenses and the projected losses at the pool were higher than the final to date. Bloom also expressed his desire to continue consideration of acquiring control of the Macomb Area Leisure Foundation or creating the district's own to provide donors and sponsors tax protection thereby encouraging more donations to support MSRA and Park District activities.

8. Consideration and action on the selection of underwriter and bond counsel and disclosure counsel to underwrite for the 2015 bond issue - Treasurer Bloom stated that the finance committee had met with a representative of First Midstate and recommends that the district continue using First Midstate and the law firm of Chapman and Cutler. Commissioner Bloom then moved to contract with them both. The motion was seconded by commissioner Horrell. The motion passed on roll call vote (5 ayes - 0 nays).

9. Consideration and possible action regarding the Veterans Park Phase 2 construction bid award - Peterson summarized the bid tally sheets as furnished by McClure Engineering. Commissioner Bloom moved to award the bid to the low bidder, Laverdiere Construction, Inc., in the amount of \$1,304,000.00 which includes the Base Bid and deduct paragraphs 5.02 C, D, F, and G from the bid form, and to waive any informalities in the bidding process. Commissioner Horrell seconded the motion. Discussion included options that may be negotiated in the event that deduct items may be partially or completely added should the circumstances allow. Specifically field lighting options will be examined. The motion passed on roll call vote (5 ayes - 0 nays).

10. Consideration and action authorizing McClure Engineering for supervision and other services pertaining to the Veterans Park Phase 2 construction - Peterson explained that the proposed contract with McClure engineering has a price range instead of a precise figure since it is clear that if other items are added into the construction process it modify the time and material investment of the engineering firm. The quoted price for the services is \$60,000 to \$80,000. Commissioner Bloom moved to approve the contract for services with McClure Engineering. Commissioner Pettigrew seconded the motion. The motion passed on roll call vote (5 ayes - 0 nays).

11. Open Commissioner presentation and discussion of future agenda items - Commissioner Horrell distributed copies of the condensed version of the IAPD job description material. Horrell explained the he combined items that appear to be redundant as well as eliminated items not applicable to the director position with the Macomb Park District. Horrell further categorized attributes into three principle areas of focus, professional, personal, and community. Hemingway asked commissioner to review the document and prepare their personal ideas and recommendations regarding the description over the next two weeks, then get the information back to the committee so that a job description may be prepared for consideration at the November Board meeting.

7:10 Meeting adjourned on motion from Bloom, second by Sowers

Respectfully submitted

Ray Peterson, Secretary
Macomb Park District