

**Foss Park District
Committee Meeting Minutes
February 19, 2020**

CALL TO ORDER Commissioner Robinson called the meeting to order at 6:00pm.

ROLL CALL

Board members present: Commissioner Johnny Johnson, Commissioner Donna King, Commissioner Yetta Little, Commissioner Kenneth Robinson and Commissioner Vance Wyatt.

Board members absent: None.

PLEDGE OF ALLEGIANCE

COMMITTEE OF THE WHOLE

1. Young Elected Officials National Convening
2. Black Excellence Gala
3. Invoice due Foss Park District

COMMITTEE/STAFF REPORTS

1. *Business Office*

a. Director report: Ms. Cowart report: Greg Petry – Mr. Petry completing report for strategic plan and golf course recommendations and will present final strategic plan at March meeting and Golf recommendations at April meeting, Coles Park updated through email from attorney, new survey needed for south 500 feet of shoreline for the Beach project due to the record high water, new door bid for the Community Recreation Center will be in the News Sun, clarification on proposed holidays in personal policy manual draft, Forecast North Chicago is February 28, request letters for room usage from churches sent via email, resolution for former Commissioner LaVerne Miller, Diamond's Rules of Order for review and possible implementation and had meeting with potential partner for a preschool program. Commissioner King stated Ms. Tate and Mr. Collins should be attending the NRPA Conference and would like that on the agenda for approval. When asked, Ms. Johnson stated in her opinion the state conference in Chicago is sufficient training for that staff. Commissioner Robinson stated that can be on the April agenda.

b. Business Manager report: Mr. Skof report: reported on annual tax abatement, statement of economic interest forms need completion, budget meetings with Department Heads are in progress and discussed the interest rates on the bank accounts. Mr. Skof also stated the Sikich proposal is for a 3% increase every year as the previous proposal was submitted. Commissioner Robinson asked about becoming recognized GOFA.

2. *Parks*

a. Superintendent of Grounds report: Mr. Winter report: none – parks and Golf Course closed.

3. *Golf*

a. Manager/Golf Pro report: Mr. Monroe report: reported petty cash report submitted and Commissioner Wyatt wants safeguards in place to ensure the change bank does not run low and monthly internal audits should be completed. Mr. Monroe stated the petty cash report will be submitted monthly moving forward and continued that staff is recommending opening the Golf Course at 2 pm during the rest of the off season. Commissioner Wyatt stated all forms and websites need former employee names and phone numbers removed.

Mr. Brian Milam of J&J Ventures reported a sixth video gaming machine can be installed per the new gaming law. He continued he hoped the Board of Commissioners chooses to stay with J&J and presented a contract extension for review. Mr. Sandy Feldman of Hyperactive Gaming stated the Foss Park District is in a current contract with his company and he can provide the same services as J&J.

4. Recreation

a. Superintendent of Recreation report: Ms. Johnson report: successful Princess/Prince Ball, boxing had six participants, Mano a Mano meeting on February 26, Black History Program on February 28, March 9 Barbers and Books, a grant for football equipment from Dick's Sporting Goods was submitted – Commissioner Wyatt asked to get the cost of the program, PowerPlay! Grant was submitted, government job fair on March 12, basketball completing and basketball clinic March 26 – 28. Commissioner Johnson stated all equipment must comply with safety standards and Commissioner Robinson stated the program will not get the same fundraising as it did last year. Commissioner Wyatt asked to contact Mr. Barlow and Ms. Robinson regarding tennis and Commissioner Johnson stated the high school does not seem to be interested in sports like golf and tennis. Commissioner Wyatt agreed and said the district should focus on elementary schools.

CITIZEN COMMENTS

None.

Commissioner Little leaves the room at 7:36 pm.

Commissioner Robinson stated some capital projects that need completion include the new playground equipment for the park in the First Ward and the Community Center bathrooms.

Commissioner Little returns to the room at 7:38 pm.

ADJOURNMENT

Commissioner Wyatt motions to close the Committee Meeting. Second by Commissioner King.

Voice vote: Aye – all Nay – none

MOTION CARRIES at 7:39 pm

This record is not verbatim.

Respectfully Submitted,
Kari Cowart, Board Secretary

**Foss Park District
Regular Meeting Minutes
February 19, 2020**

CALL TO ORDER: Commissioner Robinson called the meeting to order at 7:42 pm.

ROLL CALL:

Board members present: Commissioner Johnny Johnson, Commissioner Donna King, Commissioner Yetta Little, Commissioner Kenneth Robinson and Commissioner Vance Wyatt.

Board members absent: None.

PLEDGE OF ALLEGIANCE: waived as recited in Committee Meeting

1. MINUTES: Commissioner Wyatt motions to approve Committee Meeting and Regular Meeting (01/15/2020) minutes and Special Meeting (01/21/2020) as presented. Second by Commissioner King.

Commissioner Wyatt noted the minutes should state personal policy manual approval subject to attorney review.

Voice vote: aye – all nay – none absent – none

MOTION CARRIES

2. BILLS: Commissioner King motions to approve monthly bills: invoices paid (01/10/2020-02/11/2020): \$23,733.54, invoices due \$30,474.13, invoices to be paid by credit card at approximate \$26,212.80 and first of the month bills (March) – approximate: \$10,630.00 as presented. Second by Commissioner Johnson.

Aye: Commissioner Johnson, Commissioner King, Commissioner Little, Commissioner Robinson and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

3. PAYROLL: Commissioner King motions to approve monthly payroll of \$106,464.43 as presented. Second by Commissioner Johnson.

Aye: Commissioner Johnson, Commissioner King, Commissioner Little, Commissioner Robinson and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

4. PETTY CASH REPORTS: Commissioner King motions to approve \$189.27 (Business Office) and \$455.65(Golf Course) as presented. Second by Commissioner Wyatt.

Aye: Commissioner Johnson, Commissioner King, Commissioner Little, Commissioner Robinson and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

5. FINANCE REPORTS: Commissioner Wyatt motions to approve finance reports as presented in the Board Packet. Second by Commissioner King.

Aye: Commissioner Johnson, Commissioner King, Commissioner Little, Commissioner Robinson and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

6. COMMISSIONER REPORTS:

FINANCE: COMMISSIONER WYATT: presented written report from IAPD/IPRA Conference with attachments.

GOLF: COMMISSIONER JOHNSON: stated rates should be comparable to other courses and materials are in for doors, the company is waiting for stable weather.

PARKS: COMMISSIONER LITTLE: as presented in the Committee Meeting.

RECREATION: COMMISSIONER KING: as presented in the Committee Meeting.

Commissioner King motions to approve Commissioner Reports as presented. Second by Commissioner Wyatt.

Voice vote: aye – all nay – none absent – none

MOTION CARRIES

7. UNFINISHED BUSINESS:

1. Approval: Approval: 2020 golf pass rates (January 15, 2020)

Commissioner King motions to approve 2020 golf pass rates (January 15, 2020) as presented. Second by Commissioner Wyatt.

Aye: Commissioner Johnson, Commissioner King, Commissioner Robinson and Commissioner Wyatt.

Nay: None.

Abstain: Commissioner Little.

Absent: None.

MOTION CARRIES

8. NEW BUSINESS:

2. Approval: Ordinance #021920 abating the taxes heretofore levied for the year 2019 to pay the principal of and interest on \$2,000,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2012A, of Foss Park District, Lake County, Illinois

Commissioner Wyatt motions to approve Ordinance #021920 abating the taxes heretofore levied for the year 2019 to pay the principal of and interest on \$2,000,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2012A, of Foss Park District, Lake County, Illinois. Second by Commissioner King.

Aye: Commissioner Johnson, Commissioner King, Commissioner Robinson and Commissioner Wyatt.

Nay: None.

Abstain: Commissioner Little.

Absent: None.

MOTION CARRIES

3. Approval: Closing Capital checking account ending in 4497, non-interest bearing, move to Capital account ending 5230 at North Chicago Community Bank

Commissioner Wyatt motions to approve Closing Capital checking account ending in 4497, non-interest bearing, move to Capital account ending 5230 at North Chicago Community Bank **and Closing Bond checking account ending in 2001, move to Capital account ending in 5230 at North Chicago Community Bank**. Second by Commissioner King.

Aye: Commissioner Johnson, Commissioner King, Commissioner Little, Commissioner Robinson and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

4. Approval: Closing Bond checking account ending in 2001, move to Capital account ending in 5230 at North Chicago Community Bank

See item #3

5. Approval: Annual deposit of \$50.00 into each existing Capital account effective May 2020 at North Chicago Community Bank

Commissioner Wyatt motions to approved annual deposit of \$50.00 into each existing Capital account effective May 2020 at North Chicago Community Bank. Second by Commissioner Johnson.

Commissioner Little asked why this was happening. Commissioner Robinson stated to keep accounts active.

Aye: Commissioner Johnson, Commissioner King, Commissioner Little, Commissioner Robinson and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

6. Approval: Sikich annual audit three year proposal as presented

Commissioner Wyatt motions to approve Sikich annual audit three year proposal as presented **at a cost of \$24,200 year one, \$24,926 year two and \$25,674 year three**. Second by Commissioner King.

Aye: Commissioner Johnson, Commissioner King, Commissioner Little, Commissioner Robinson and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

7. Approval: Shekinah Glory Worship Temple Church building usage extension request – through April 26, 2020

Commissioner King motions to approve Shekinah Glory Worship Temple Church building usage extension request – through April 26, 2020 as presented. Second by Commissioner Wyatt.

Aye: Commissioner King, Commissioner Robinson and Commissioner Wyatt.

Nay: None.

Abstain: Commissioner Johnson and Commissioner Little.

Absent: None.

MOTION CARRIES

8. Approval: Kingdom Outreach Center building usage request – beginning March 19, 2020
Commissioner King motions to approve Kingdom Outreach Center building usage request – beginning March 19, 2020 as presented. Second by Commissioner Wyatt.
Aye: Commissioner King, Commissioner Robinson and Commissioner Wyatt.
Nay: None.
Abstain: Commissioner Johnson and Commissioner Little.
Absent: None. MOTION CARRIES
9. Approval: First Baptist Church of Lake Forest building usage request – beginning March 4, 2020
Commissioner King motions to approve First Baptist Church of Lake Forest building usage request – beginning **March 3, 2020** as presented. Second by Commissioner Wyatt.
Aye: Commissioner King, Commissioner Robinson and Commissioner Wyatt.
Nay: None.
Abstain: Commissioner Johnson and Commissioner Little.
Absent: None. MOTION CARRIES
10. Approval: Installation of sixth video gaming machine at Golf Course Clubhouse
Commissioner King motions to approve installation of sixth video gaming machine at Golf Course Clubhouse. Second by Commissioner Wyatt.
Aye: Commissioner Johnson, Commissioner King, Commissioner Little, Commissioner Robinson and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: None. MOTION CARRIES
11. Approval: Adjustment of Golf Course Clubhouse hours – opening time 2:00 pm
Commissioner King motions to approve adjustment of Golf Course Clubhouse hours – opening time 2:00 pm. Second by Commissioner Johnson.
Aye: Commissioner Johnson, Commissioner King, Commissioner Little, Commissioner Robinson and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: None. MOTION CARRIES
12. Approval: Commissioner Wyatt to attend the Young Elected Officials annual National Convening April 30 – May 3, 2020 in Atlanta, Georgia at an approximate cost of \$1300.00
Commissioner Wyatt motions to approve Commissioner Wyatt to attend the Young Elected Officials annual National Convening April 30 – May 3, 2020 in Atlanta, Georgia at an approximate cost of \$1300.00. Second by Commissioner King.
Commissioner Wyatt noted the cost should be around half of what was presented as stated in Committee Meeting.
Aye: Commissioner King, Commissioner Little, Commissioner Robinson and Commissioner Wyatt.
Nay: Commissioner Johnson.
Abstain: None.
Absent: None. MOTION CARRIES

13. Approval: Commissioner Wyatt and Commissioner King to attend the Black Excellence Awards Gala on February 29, 2020 in Waukegan, Illinois at an approximate cost of \$30.00 per ticket
Commissioner King motions to approve **Commissioners** to attend the Black Excellence Awards Gala on February 29, 2020 in Waukegan, Illinois at an approximate cost of \$30.00 per ticket. Second by Commissioner Wyatt.

Aye: Commissioner King, Commissioner Little, Commissioner Robinson and Commissioner Wyatt.

Nay: Commissioner Johnson.

Abstain: None.

Absent: None.

MOTION CARRIES

14. Approval: Resolution for former Foss Park District Commissioner Laverne Miller
Commissioner King motions to approve resolution for former Foss Park District Commissioner Laverne Miller. Second by Commissioner Wyatt.

Voice vote: aye – all nay – none absent – none

MOTION CARRIES

*bold type indicates change from original verbage posted

9. CITIZEN COMMENTS:

None.

10. ADJOURNMENT:

Commissioner King motions to adjourn. Second by Commissioner Wyatt.

Voice vote: aye – all nay – none absent – none

MOTION CARRIES at 8:04 pm

This record is not verbatim.

Respectfully Submitted,
Kari Cowart, Board Secretary