

**Foss Park District  
Budget & Appropriation Hearing  
June 19, 2019**

**CALL TO ORDER** Commissioner Robinson called the meeting to order at 5:50 pm.

**ROLL CALL**

Board members present: Commissioner Donna King, Commissioner Kenneth Robinson and Commissioner Vance Wyatt.

Board members absent: Commissioner Johnny Johnson and Commissioner Yetta Little.

**PLEDGE OF ALLEGIANCE**

**BUSINESS**

1. Inspection of annual budget & appropriation for fiscal year 2019/20

Mr. Skof gave summary of submitted budget for consideration and approval at an approximate \$4.3 million budget.

Commissioner Wyatt asked about Special Recreation fund being used for capital projects and where also are funds spent. Mr. Skof stated around \$5,000.00 is sent to Waukegan Park District for Special Recreation Camp.

Commissioner Johnson enters the room at 5:53 pm.

Commissioner Robinson asked about page 9 (appropriations) and page 4 (IMRF). Mr. Skof stated he can get the information for the Committee Meeting.

**CITIZEN COMMENTS**

None.

**ADJOURNMENT**

Commissioner Wyatt motions to adjourn the meeting. Second by Commissioner King.

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

Nay: None.

Abstain: None.

Absent: Commissioner Little.

MOTION CARRIES at 5:56 pm

**Foss Park District  
Committee Meeting Minutes  
June 19, 2019**

**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 Kenneth Robinson and Commissioner Vance Wyatt.

Board members absent: Commissioner Yetta Little.

**PLEDGE OF ALLEGIANCE** waived as recited in the Budget & Appropriations Hearing

**COMMITTEE OF THE WHOLE**

1. Golf course analysis – Greg Petry: Mr. Petry submitted a draft of final report of golf course analysis. He continued the next step is for Board discussion regarding future plans for the Golf Course. Commissioner Robinson stated there is a need for more golfers and to promote outings to corporations. Commissioner Johnson stated there needs to be a youth golf program and it should be in the schools. Commissioner King stated the facility should stay in the Foss Park District. Commissioner Wyatt stated there should be promotion of the Clubhouse and Pavilion.
2. Golf course beautification/contract: Ms. Cowart stated the proposed contract is in the packet for approval.
3. Commissioner board meeting attendance ordinance: Ms. Cowart stated the proposed ordinance is in the packet. Commissioner Wyatt asked for clarification on illness absences.
4. Women Enuff, Inc. sponsorship: Commissioner Wyatt suggested donation as a way to promote the Foss Park District. Commissioner Robinson stated he would donate two of his Commissioner passes for the event.

**COMMITTEE/STAFF REPORTS**

1. *Business Office*

- a. Director report: Ms. Cowart report: Boak Park Build was success, communication tower company has passed on Foss Park District location, the United States Army Corp of Engineers is working on feasibility study for beach project, golf outing was good, but wished there were more golfers, met with group that would like to hold Jamaica festival in Foss Park and a discount policy will be developed regarding staff participation in Foss Park District programs.
- b. Business Manager report: Mr. Skof report: Auditors will be here July 15 to 19, submitted computer server quote and Verde LED lighting system. Commissioner Wyatt recommended visiting the library website as to how they post documents for public viewing. Mr. Skof stated the total amount is listed for fringe benefits as discussed during the Budget & Appropriation Hearing.

2. *Parks*

- a. Superintendent of Grounds report: Ms. Cowart report: the parks are open.

3. *Golf*

- a. Manager/Golf Pro report: Mr. Monroe report: submitted written report. Mr. Herring reported on ice machine and outings.

#### 4. Recreation

a. Superintendent of Recreation report: Ms. Johnson report: Distributed flyers of programs and spoke on recreation programs, athletic programs, Special Events, seniors. She also submitted pictures from Princess Ball and thanked sponsors and she is in the hiring process for the Recreation Coordinator 2 position. Commissioner Robinson suggested using the Panhellenic council for potential volunteers. Commissioner Wyatt suggested investigating the USTA tennis grant. Commissioner Johnson stated the golf outing was nice and the park build showed a good effort, particularly by Mr. Skof.

#### **CITIZEN COMMENTS**

None.

#### **EXECUTIVE SESSION**

5 ILCS 120/2(c)(1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

Commissioner Johnson motions to move to Executive Session. Second by Commissioner King.

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

Nay: None.

Abstain: None.

Absent: Commissioner Little.

MOTION CARRIES at 7:28 pm

#### **ADJOURNMENT**

Commissioner Johnson motions to adjourn. Second by Commissioner King.

Voice vote:    aye – all            nay – none            abstain – none            absent: Commissioner Little

MOTION CARRIES at 7:39 pm

This record is not verbatim.

Respectfully Submitted,  
Kari Cowart, Board Secretary

**Foss Park District  
Regular Meeting Minutes  
June 19, 2019**

**CALL TO ORDER:** Commissioner Robinson called the meeting to order at 7:40 pm.

**ROLL CALL:**

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

Board members absent: Commissioner Yetta Little.

**PLEDGE OF ALLEGIANCE:** waived as recited in Budget & Appropriation Hearing.

**1. MINUTES:** Commissioner King motions to approve Committee and Regular Meeting (05/15/2019) and Special Meeting (05/31/2019) minutes as presented. Second by Commissioner Wyatt.

Voice vote:    aye – all            nay – none            abstain – none            absent: Commissioner Little

MOTION CARRIES

**2. BILLS:** Commissioner King motions to approve monthly bills: invoices paid (05/11/2019-06/14/2019): \$36,315.59, invoices due \$82,780.57, invoices to be paid by credit card at approximate \$19,456.32 and first of the month bills (July) – approximate: \$19,630.00 as presented. Second by Commissioner Wyatt.

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

Nay: None.

Abstain: None.

Absent: Commissioner Little.

MOTION CARRIES

**3. PAYROLL:** Commissioner Wyatt motions to approve monthly payroll of \$87,740.88 as presented. Second by Commissioner King.

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

Nay: None.

Abstain: None.

Absent: Commissioner Little.

MOTION CARRIES

**4. PETTY CASH REPORTS:** Commissioner Johnson motions to approve all petty cash funds: \$249.78 (Business Office) and \$0.00 (Golf Course) as presented. Second by Commissioner Wyatt.

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

Nay: None.

Abstain: None.

Absent: Commissioner Little.

MOTION CARRIES

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

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

Nay: None.

Abstain: None.

Absent: Commissioner Little.

MOTION CARRIES

**6. COMMISSIONER REPORTS:**

*FINANCE:* COMMISSIONER WYATT: as presented in Committee Meeting.

*GOLF:* COMMISSIONER JOHNSON: as presented in Committee Meeting.

*PARKS:* COMMISSIONER LITTLE: absent, as presented in the Committee Meeting.

*RECREATION:* COMMISSIONER KING: as presented in the Committee Meeting and she is excited for the festival.

**7. UNFINISHED BUSINESS:**

Approval: 701 14<sup>th</sup> Street renovation bid – remains tabled.

Commissioner Wyatt motions to keep item tabled. Second by Commissioner King. Commissioner Wyatt asked the item be on the next Committee Meeting for discussion.

Voice vote: aye – all      nay – none      abstain – none      absent: Commissioner Little

MOTION CARRIES

**8. NEW BUSINESS:**

1. Approval: annual budget and appropriation ordinance for fiscal year 2019/20

Commissioner King motions to approve annual budget and appropriation ordinance for fiscal year 2019/20 as presented. Second by Commissioner Wyatt.

Aye: Commissioner Johnson, Commissioner King and Commissioner Robinson.

Nay: Commissioner Wyatt.

Abstain: None.

Absent: Commissioner Little.

MOTION CARRIES

2. Approval: Golf course beautification project/contract as presented

Commissioner Wyatt motions to approve golf course beautification project/contract as presented. Second by Commissioner King.

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

Nay: None.

Abstain: None.

Absent: Commissioner Little.

MOTION CARRIES

3. Approval: Commissioner attendance ordinance as presented

Commissioner King motions to table Commissioner attendance ordinance as presented. Second by Commissioner Wyatt.

Voice vote: aye – all      nay – none      abstain – none      absent: Commissioner Little

MOTION CARRIES

4. Approval: phone poll May 23, 2019 re: First Baptist Church of Lake Forest usage of Community Recreation Center on Sundays from 9 am to 1 pm beginning June 2 on month by month need at rental rate of \$25.00 per hour. Vote: yes – all, no – none

Commissioner Wyatt motions to approve phone poll May 23, 2019 re: First Baptist Church of Lake Forest usage of Community Recreation Center on Sundays from 9 am to 1 pm beginning June 2 on month by month need at rental rate of \$25.00 per hour. Vote: yes – all, no – none. Second by Commissioner Johnson.

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

Nay: None.

Abstain: None.

Absent: Commissioner Little.

MOTION CARRIES

5. Approval: attendance Commissioner Wyatt attendance at 25<sup>th</sup> Anniversary Celebration on June 15 in Waukegan, Illinois at a cost of \$86.50

Commissioner King motions to approve attendance Commissioner Wyatt attendance at 25<sup>th</sup> Anniversary Celebration on June 15 in Waukegan, Illinois at a cost of \$86.50. Second by Commissioner Wyatt.

Commissioner Johnson stated those elected officials never attend Foss Park District events and that needs to be considered when Commissioners want to attend these events.

Aye: Commissioner King, Commissioner Robinson and Commissioner Wyatt.

Nay: Commissioner Johnson.

Abstain: None.

Absent: Commissioner Little.

MOTION CARRIES

6. Approval: Women Enuff, Inc. sponsorship – Casino Royale July 26, 2019

Commissioner Wyatt motions to approve Women Enuff, Inc. sponsorship – Casino Royale July 26, 2019 of two Foss Park District golf passes. Second by Commissioner King.

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

Nay: None.

Abstain: None.

Absent: Commissioner Little.

MOTION CARRIES

Commissioner Johnson asked about Ms. Boddie and the grant she spoke of last month. Ms. Cowart stated Ms. Boddie never contacted her as she said she would at the last meeting.

Commissioner King stated she will be a part of the IAPD Program Planning Committee.

Commissioner Robinson asked about Waukegan Township meetings.

## 9. CITIZEN COMMENTS:

None.

**10. ADJOURNMENT:**

Commissioner Wyatt motions to adjourn. Second by Commissioner King.

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

Nay: None.

Abstain: None.

Absent: Commissioner Little.

MOTION CARRIES at 7:52 pm

This record is not verbatim.

Respectfully Submitted,  
Kari Cowart, Board Secretary