

**Foss Park District  
Committee Meeting Minutes  
May 17, 2017**

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

**ROLL CALL**

Board members present: Commissioner Johnny Johnson, Commissioner Tony Jones and Commissioner Vance Wyatt.

Board members absent: Commissioner Jimmy Baldwin and Commissioner Donna King.

**PLEDGE OF ALLEGIANCE**

Commissioner Baldwin and Commissioner King enter the room at 6:02 pm.

**1. COMMITTEE OF THE WHOLE**

1. Introduction – Melvin Allen, Jr.: Recreation Supervisor: Mr. Allen introduced himself to the Board and audience.
2. Presentation – City of North Chicago and Ehlers: Mayor Leon Rockingham thanked Commissioner King for her service to the Foss Park District. Mayor Rockingham and Victor Barrera offered a written and oral presentation regarding Sheridan Crossings tax abatement. Commissioner Jones asked how long the abatement would be for and Mayor Rockingham replied 13 years. Commissioner Johnson confirmed the developer need approval of taxing bodies to get the project started.
3. Lakefront update: Jon Shabica reported the most important items right now are the sand permits and the volunteer outreach. He stated the soft costs for the permits should be coming in soon. Ms. Cowart reported as part of the sand management meeting Foss Park District is becoming part of pilot program with Lake Bluff and Glenview to apply for the permits and the church group is willing to remove the brush in August. Foss Park District does have a backhoe and the staff to be able to do some of the excavation with some guidance. Commissioner Baldwin confirmed the fire department still has an out building in the plan.
4. 14<sup>th</sup> Street property: Ms. Cowart reported installation of sprinkler system is approximately \$4 to \$7 per square foot. It can be bid out as a separate item for the building. Dan Bendixon will have the final drawings available at the June meeting for approval.
5. Twin City tennis courts: Ms. Cowart reported Twin City tennis courts: Bid opening May 18 at 2 pm at the Community Recreation Center.

**COMMITTEE/STAFF REPORTS**

**1. Business Office**

a. Operations: Ms. Cowart reported on the following items: she held final fiscal year budget meetings with department heads and once new chairperson is appointed, set up meeting to discuss the budget that includes all departments and Golf Course. Foss Park: 34 KV cable replacements by ComEd. Seasonal staff: Park Rangers and Front Desk staff waiting on physicals and background checks. NRPA: hotels sold out quickly and we got the closest ones that could be found.

Mr. Skof reported there is no update on recreation software and that he has been investigating payroll processing companies. He continued he is requesting the budget and appropriation hearing be held on June 21 before the Committee Meeting.

**2. Parks**

a. Operations: None.

### 3. *Golf*

a. Operations: Mr. Monroe reported the proposed cover charge plan sent to the Board and that at the budget meeting revenue and pricing for Food and Beverage was reviewed. He continued the new computer system has been installed and the plan is to go live on the 29<sup>th</sup>. He concluded that the inventory done with the auditors looked great.

### 4. *Recreation*

a. Operations: Ms. Cowart reported the following:

*Child Care (Ms. Tate):* Written report submitted.

*Recreation (Ms. Brooks):* Written report submitted.

*Seniors (Ms. Johnson):* Written report submitted.

*Athletics (Mr. Bone):* Written report submitted.

Commissioner Wyatt stated \$10,000.00 is going to be given to the Foss Park District from Shields Township to be used by Shields Township residents. Commissioner Johnson asked what the requirements were and Commissioner Wyatt stated the details will be worked out.

### **CITIZEN COMMENTS**

Dorsey Christian: Mr. Christian asked about the drawings for the 14<sup>th</sup> Street property build out.

Sean Collins: Mr. Collins spoke about the youth track program he is working on with Michael Bone.

### **ADJOURNMENT**

Commissioner Wyatt stands the meeting adjourned at 6:37 pm with no objections.

This record is not verbatim.

Respectfully Submitted,  
Kari Cowart, Board Secretary

**Foss Park District  
Regular Meeting Minutes  
May 17, 2017**

**CALL TO ORDER:** Commissioner Wyatt called the meeting to order at 7:00 pm.

**ROLL CALL:** Board members present: Commissioner Jimmy Baldwin, Commissioner Johnny Johnson, Commissioner Tony Jones, Commissioner Donna King and Commissioner Vance Wyatt.

Board members absent: None.

**PLEDGE OF ALLEGIANCE:** waived as recited in Committee Meeting.

**1. MINUTES:** Commissioner King motions to approve Committee & Regular Meeting, Executive Session (04/19/2017) minutes as presented. Second by Commissioner Baldwin.

Voice vote: aye – all, nay – none.

MOTION CARRIES

**2. COMMISSIONERS REPORTS**

FINANCE

**COMMISSIONER BALDWIN:** as presented in Committee Meeting

GOLF

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

PARKS

**COMMISSIONER KING:** would like flowers planted in parks

RECREATION

**COMMISSIONER JONES:** as presented in Committee Meeting

**3. UNFINISHED BUSINESS**

1. Approval: donation Furthering the Lives of Youth – discussion about the event involving certificate of insurance and safety plan. Commissioner Wyatt stated the item will be added to future Special Meeting Agenda.

**4. PRESENTATION TO OUTGOING COMMISSIONER:** Dr. Donna E King – Ms. Cowart read resolution for Commissioner King. Commissioner Wyatt presents gavel and clock. Clyde McLemore, President of Black Lives Matter Lake County presented certificate of appreciation.

**5. SWEARING IN OF COMMISSIONER:** Anthony “Tony” Jones – Ms. Cowart swears in Commissioner Anthony Jones.

**6. APPOINTMENT OF ACTING CHAIRPERSON:** Commissioner Baldwin motions to appoint Kari Cowart as acting chairperson. Second by Commissioner Jones.

Voice vote: aye – all, nay – none.

MOTION CARRIES

**7. ELECTION AND APPOINTMENT OF OFFICERS**

*Election of President:* Commissioner Jones motions to elect Commissioner Wyatt as President. Second by Commissioner Baldwin.

Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

*Appointment of Secretary:* Commissioner Baldwin motions to appoint Kari Cowart as Secretary. Second by Commissioner Jones.

Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

*Election of Vice President:* Commissioner Wyatt motions to elect Commissioner Johnson as Vice President. Second by Commissioner Baldwin.

Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

*Appointment of Treasurer:* Commissioner Johnson motions to appoint Commissioner Baldwin as Treasurer. Second by Commissioner Jones.

Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

*Appointment of Attorney:* Commissioner Baldwin motions to appoint Ancel Glink as attorney. Second by Commissioner Jones.

Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

## **8. ADOPTION OF RULES, REGULATIONS, POLICIES AND BINDING AGREEMENTS OF PRECEDING BOARD**

Commissioner Jones motions to adopt rules, regulations, policies and binding agreements of preceding board. Second by Commissioner Baldwin.

Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

## **9. ESTABLISH REGULAR MEETING PLACE, DATE AND TIME: 1730 Lewis Avenue, North Chicago, IL 60064. Third Wednesday of month, 7:00 pm.**

Commissioner Baldwin motions to establish regular meeting place, date and time as: 1730 Lewis Avenue, North Chicago, IL 60064, third Wednesday of month, 7:00 pm. Second by Commissioner Johnson.

Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

**10. APPOINTMENT OF COMMITTEES:**

Finance Committee: Commissioner Baldwin/Commissioner Robinson

Golf Committee: Commissioner Johnson/Commissioner Jones (AMENDED 06/21/2017)

Parks Committee: Commissioner Robinson/Commissioner Baldwin

Recreation Committee: Commissioner Jones/Commissioner Johnson

Commissioner Johnson motions to accept appointments of committees. Second by Commissioner Jones.

Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

**11. BILLS:** Commissioner Johnson motions to approve: monthly bills – invoices paid (04/13/17 – 05/12/17) \$26,501.21, Invoices due \$53,898.71, invoices to be paid by credit card – approximate \$2,038.22, first of the month bills (June) – approximate \$23,602.40. Second by Commissioner Baldwin.

Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

**12. PAYROLL:** Commissioner Johnson motions to approve monthly payroll – \$79,328.53. Second by Commissioner Jones.

Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

**13. PETTY CASH REPORTS:** Commissioner Baldwin motions to approve all petty cash funds – Business Office \$0.00 and Golf Course \$194.58. Second by Commissioner Johnson.

Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

**14. FINANCE REPORTS:** Commissioner Baldwin motions to approve finance reports as presented in the Board Packet. Second by Commissioner Jones.

Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

## 15. NEW BUSINESS

- Approval: consideration of purchase of 1317 13<sup>th</sup> Street Waukegan, IL property (Craigien) for \$15,000.00: Commissioner Baldwin motions to approve the purchase of 1317 13<sup>th</sup> Street Waukegan, IL for \$15,000.00. Second by Commissioner Wyatt.

Aye: Commissioner Baldwin, Commissioner Jones and Commissioner Wyatt.

Nay: Commissioner Johnson.

Abstain: None.

Absent: None.

MOTION CARRIES

- Approval: City of North Chicago Sheridan Crossings – tax abatement: Commissioner Wyatt stated the item will be postponed for future meeting.

- Approval: Operating budget fiscal year 2017/18

Commissioner Baldwin motions to approve the operating budget fiscal year 2017/18 as presented. Second by Commissioner Johnson.

Aye: Commissioner Baldwin, Commissioner Johnson and Commissioner Jones.

Nay: Commissioner Wyatt.

Abstain: None.

Absent: None.

MOTION CARRIES

- Approval: Cover charge at Clubhouse on nights of entertainment

Commissioner Johnson motions to approve the cover charge policy at Clubhouse as presented. Second by Commissioner Baldwin.

Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

- Approval: Resolution – Ms. Audrey Nixon Lake County Board Member

Commissioner Johnson motions to approve the resolution for Ms. Audrey Nixon Lake County Board Member as presented. Second by Commissioner Baldwin.

Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

- Approval: Resolution – Dr. Donna E King Foss Park District Commissioner

Commissioner Johnson motions to approve the resolution for Dr. Donna E King Foss Park District Commissioner as presented. Second by Commissioner Jones.

Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

**16. CITIZEN COMMENTS**

None

**17. ADJOURNMENT**

Commissioner Wyatt stands the meeting adjourned at 7:29 pm with no objections.

This record is not verbatim.

Respectfully Submitted,  
Kari Cowart, Board Secretary