

**Foss Park District
Committee Meeting Minutes
June 21, 2017**

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

ROLL CALL

Board members present: Commissioner Jimmy Baldwin, Commissioner Johnny Johnson, Commissioner Tony Jones and Commissioner Kenneth Robinson.

Board members absent: Commissioner Vance Wyatt.

PLEDGE OF ALLEGIANCE waived as recited in the Budget and Appropriation Hearing.

COMMITTEE OF THE WHOLE

1. Resignation – Vance Wyatt: Ms. Cowart stated the email from Vance Wyatt was received regarding his resignation from the Board. Commissioner Robinson asked when the Board will accept it. Commissioner Baldwin stated when a new commissioner is appointed.
2. Twin City tennis courts: Ms. Cowart stated the only bid for the tennis court was sent out via email. Commissioner Robinson stated the \$115,000.00 is a good investment if programs are going to be run on the court. Commissioner Baldwin stated Coach Barlow has offered to become involved. Commissioner Johnson asked the timeframe of the project and Mr. Skof replied it would be completed this year. Mr. Skof continued that the Foss Park District has been chosen by the NRPA for crowdfunding for the tennis courts.
3. 14th Street property: Ms. Cowart stated the final drawings were sent via email. She continued that the fire marshal stated a sprinkler system is not required for the purpose of the building, but if the purpose were to change in the future, a system may be required.
4. Park damage – storm June 14, 2017: Ms. Cowart stated during the storm the only tree left at Boak Park was uprooted and she would speak to the parks department about what can be put over there for shade.
5. Proposed schedule to fill commissioner position: Commissioner Robinson stated he submitted proposal to fill the vacancy. Commissioner Baldwin stated an open seat was filled a year ago without interviews and it was within the law. Commissioner Jones stated that applications can be accepted, but the Board decides who would get the interviews.
6. Lake County Pageant Program: Ms. Cowart stated the information regarding Miss North Chicago pageant was sent via email. Commissioner Robinson stated this would be a good program.
7. Reorganization of the board: Commissioner Robinson asked about appointing a President and Commissioner Baldwin stated that can be done at the July meeting.

COMMITTEE/STAFF REPORTS

1. Business Office

- a. Operations: Ms. Cowart reported as of the meeting, there has been no communication from Mr. Craigen regarding the property and the letter was sent via certified mail on May 25 with a deadline of June 16. She continued Detective Sturt of North Chicago Police Department sent a letter for National Night Out on August 1 and the park district will provide bingo and transportation for the walk. Ms. Cowart stated a letter was drafted to the Army Corp of Engineers for the sand at the beach and Mr. Shabica approved the letter and asked to include pictures. She continued she will be out of the office July 3 to 7, but Mr. Skof will be around. Ms. Cowart stated the Superintendent of Grounds has a trailer to sell and she will get more information from him when he returns from vacation.

Mr. Skof reported he has been meeting with payroll processing software companies to meet the reporting requirements. He continued he is looking at companies about updating the website and will speak to EZ Links to see what they would be able to offer since they already take care of the Golf Course. Mr. Skof reported another grant the

park district will submit for is the Meet Me in the Park Grant from NRPA.

2. Parks

a. Operations: Commissioner Johnson reported Mr. Winter is looking into how the water pipe can be upgraded on the Golf Course. He stated that right now, not enough water is being pushed through and the pressure is dropping in the bathrooms on the course.

3. Golf

a. Operations: Mr. Monroe reported the new computer system has been installed, the storm damaged a couple windshields and glove box on golf carts and there has been some menu changes implemented to cater to the golfers. He continued that the Thursday night entertainment will conclude at the end of the month and the Firecracker Golf Tournament will be taking place over the July 4th holiday. Mr. Monroe stated the Ladies Golf Clinic and Senior Golf classes are going well and he is looking to replace the shed in the cart barn and will get prices on a new shed.

4. Recreation

a. Operations: Mr. Allen submitted fliers for programs and reported that the recreation department completed the necessary training for the free summer lunch program and the Latchkey Coordinator completed her DCFS training. He continued that park rangers are in the parks and he has asked recreation staff to submit fall/winter programs for a mailer. Commissioner Robinson asked about a softball league. Mr. Allen stated that there is a meeting coming up regarding a softball tournament along with the track program. Commissioner Johnson stated there has to be more athletic programs than just football and basketball and he has been asking about baseball for three years. Mr. Bone stated fliers were distributed to the schools. Commissioner Baldwin stated the fliers should be handed directly to the children.

CITIZEN COMMENTS

Derrick Nickerson: Mr. Nickerson presented information on an electrical apprenticeship program.

Alderman Bobby Allen: Alderman Allen presented over \$2,000.00 donation to the Flames program from local businesses and himself.

ADJOURNMENT

Commissioner Johnson stands the meeting adjourned at 7:15 pm with no objections.

This record is not verbatim.

Respectfully Submitted,
Kari Cowart, Board Secretary

**Foss Park District
Regular Meeting Minutes
June 21, 2017**

CALL TO ORDER: Commissioner Johnson called the meeting to order at 7:15 pm.

ROLL CALL: Board members present: Commissioner Jimmy Baldwin, Commissioner Johnny Johnson, Commissioner Tony Jones and Commissioner Kenneth Robinson.

Board members absent: Commissioner Vance Wyatt.

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

1. MINUTES: Commissioner Baldwin motions to approve Committee & Regular Meeting (05/17/2017) and Special Meeting (05/22/2017) minutes as presented. Second by Commissioner Robinson.

Commissioner Jones noted on page 3, Commissioner Johnson should be listed as the Golf Chair and he is the Vice Chair.

Commissioner Robinson motions to approve Committee & Regular Meeting (05/17/2017) and Special Meeting (05/22/2017) with amendments. Second by Commissioner Baldwin.

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

Nay: None.

Abstain: None.

Absent: Commissioner Wyatt.

MOTION CARRIES

2. BILLS: Commissioner Jones motions to approve monthly bills: invoices paid (05/12/17 – 06/15/17) \$35,178.39, invoices due \$106,968.09, invoices to be paid by credit card at approximate \$1,975.26 and first of the month bills (July) – approximate: \$23,602.40 as presented. Second by Commissioner Baldwin.

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

Nay: None.

Abstain: None.

Absent: Commissioner Wyatt.

MOTION CARRIES

3. PAYROLL: Commissioner Baldwin motions to approve monthly payroll of \$98,550.61 as presented. Second by Commissioner Jones.

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

Nay: None.

Abstain: None.

Absent: Commissioner Wyatt.

MOTION CARRIES

4. PETTY CASH REPORTS: Commissioner Baldwin motions to approve all petty cash funds: \$130.07 (Business Office) and \$0.00 (Golf Course) as presented. Second by Commissioner Robinson.

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

Nay: None.

Abstain: None.

Absent: Commissioner Wyatt.

MOTION CARRIES

5. 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 Robinson.

Nay: None.

Abstain: None.

Absent: Commissioner Wyatt.

MOTION CARRIES

6. COMMISSIONER REPORTS:

FINANCE: COMMISSIONER BALDWIN as presented in Committee Meeting.

GOLF: COMMISSIONER JOHNSON as presented in Committee Meeting.

PARKS: COMMISSIONER ROBINSON reported that the parks are looking great, north fence in Twin City needs repair.

RECREATION: COMMISSIONER JONES as presented in Committee Meeting.

7. UNFINISHED BUSINESS:

1. Approval: donation Furthering the Lives of Youth – Ms. Cowart stated former Commissioner Wyatt stated at the May meeting the item would be discussed at a future Special Meeting. No Commissioner makes a motion for approval – item dies.

2. Approval: City of North Chicago Sheridan Crossings – tax abatement – Ms. Cowart stated the City has not sent over the tax abatement document as of yet.

Commissioner Robinson motions to table the City of North Chicago Sheridan Crossings tax abatement until further notice. Second by Commissioner Jones.

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

Nay: None.

Abstain: None.

Absent: Commissioner Wyatt.

MOTION CARRIES

8. NEW BUSINESS:

3. Approval: Annual Budget & Appropriation for Fiscal Year 2017/18

Commissioner Baldwin motions to approve the Budget & Appropriation for Fiscal Year 2017/18. Second by Commissioner Jones.

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

Nay: None.

Abstain: None.

Absent: Commissioner Wyatt.

MOTION CARRIES

4. Approval: Prevailing Wage Ordinance - #062116

Commissioner Jones motions to approve the Prevailing Wage Ordinance #062116 notice. Second by Commissioner Robinson.

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

Nay: None.

Abstain: None.

Absent: Commissioner Wyatt.

MOTION CARRIES

5. Approval: Attendance at Greater Greener Conference in Minneapolis, MN July 29 – August 2, 2017 for Executive Director and Business Manager
Commissioner Baldwin motions to approve attendance at Greater Greener Conference in Minneapolis, MN July 29 – August 2, 2017 for Executive Director and Business Manager. Second by Commissioner Robinson.
Commissioner Jones noted this is a regularly attended conference.
Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Robinson.
Nay: None.
Abstain: None.
Absent: Commissioner Wyatt. MOTION CARRIES
6. Approval: Acceptance of donation for Flames Football Program – Alderman Bobby Allen
Commissioner Jones motions to accept donation for Flames Football Program – Alderman Bobby Allen. Second by Commissioner Baldwin.
Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Robinson.
Nay: None.
Abstain: None.
Absent: Commissioner Wyatt. MOTION CARRIES
7. Approval: Request reimbursement of conference costs including: airfare, hotel and registration from former commissioner regarding Young Elected Officials conference, NRPA Conference and Greater Greener Conference
Commissioner Jones motions to request reimbursement of conference costs including: airfare, hotel and registration from former commissioner regarding Young Elected Officials conference, NRPA Conference and Greater Greener Conference. Second by Commissioner Robinson.
Commissioner Jones motions to amend the motion to read request reimbursement of conference costs including: airfare, hotel “and/or” registration from former commissioner regarding Young Elected Officials conference, NRPA Conference and Greater Greener Conference. Second by Commissioner Robinson.
Aye: Commissioner Johnson, Commissioner Jones and Commissioner Robinson.
Nay: Commissioner Baldwin.
Abstain: None.
Absent: Commissioner Wyatt. MOTION CARRIES
8. Approval: Acceptance of Twin City Tennis Court bid – Evans & Son Blacktop, Inc.: \$115,000.00
Commissioner Robinson motions t of Twin City Tennis Court bid – Evans & Son Blacktop, Inc.: \$115,000.00. Second by Commissioner Baldwin.
Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Robinson.
Nay: None.
Abstain: None.
Absent: Commissioner Wyatt. MOTION CARRIES

9. Approval: Acceptance of final drawing for 14th Street property – Dan Bendixon
Commissioner Jones motions to accept of final drawing for 14th Street property – Dan Bendixon. Second by Commissioner Baldwin.
Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Robinson.
Nay: None.
Abstain: None.
Absent: Commissioner Wyatt. MOTION CARRIES
10. Approval: Proposed schedule for filling vacant commissioner position
Commissioner Baldwin motions to accept proposed schedule for filling vacant commissioner position. Second by Commissioner Robinson.
Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Robinson.
Nay: None.
Abstain: None.
Absent: Commissioner Wyatt. MOTION CARRIES
11. Approval: Lake County Pageant Program
Commissioner Baldwin motions to approve Lake County Pageant Program. Second by Commissioner Robinson.
Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Robinson.
Nay: None.
Abstain: None.
Absent: Commissioner Wyatt. MOTION CARRIES
12. Approval: Reorganization of the board
Commissioner Robinson motions to table the Reorganization of the board. Second by Commissioner Jones.
Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Jones and Commissioner Robinson.
Nay: None.
Abstain: None.
Absent: Commissioner Wyatt. MOTION CARRIES

9. CITIZEN COMMENTS: None.

10. EXECUTIVE SESSION: The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance **5ILCS 120/2(c)(3)**.

Board did not go into Executive Session.

Commissioner Robinson reminded everyone that the library grand re-opening is July 10 at 10 am.
Commissioner Jones stated the Craigen property should be added to the July agenda.

11. ADJOURNMENT

Commissioner Johnson stands the meeting adjourned at 7:36 pm with no objections.

This record is not verbatim.

Respectfully Submitted,
Kari Cowart, Board Secretary