

**Foss Park District  
Committee Meeting Minutes  
August 16, 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 Kenneth Robinson and Commissioner Bernard Semasko.

Board members absent: Commissioner Tony Jones.

**PLEDGE OF ALLEGIANCE**

**COMMITTEE OF THE WHOLE**

1. Twin City tennis courts: Ms. Cowart reported that the asphalt was installed today and she has been forwarding all construction updates to the Commissioners.
2. 14<sup>th</sup> Street property: Ms. Cowart stated the final drawings should be approved shortly.
3. Lakefront: Ms. Cowart stated the letter has been sent to the Army Corp of Engineers and the Park Districts involved are waiting for a response. Ms. Cowart stated there was a break in the water tank in Foss Park and the City of North Chicago will be working on it over the weekend and there are porta potties in the park for emergency.
4. Sewer back up maintenance plan: Ms. Cowart stated the sewer line has had a video completed. Mr. Skof stated he is waiting for an estimate to fix the "lip" between the two lines and hopefully all the work will be done on the outside of the building.
5. NRPA classes: Commissioner Robinson asked Commissioners to review the schedule of classes to make sure they are spread out and not attending the same class. Commissioner Johnson asked Commissioners to get that information to Ms. Cowart for by the next Board Meeting.

**Committee/Staff Reports**

**COMMITTEE/STAFF REPORTS**

1. *Business Office*

a. Operations: Ms. Cowart reported that Christ Church of Lake Forest performed various tasks in the parks that included painting, planting, removing trees, etc. and that she has sent the pictures to the Commissioners. Commissioner Johnson stated he has gone to the parks and they look great and he has spoken to the pastor. Ms. Cowart reported the Movie in the Park was great, but the weather was chilly. She stated the staff would like to continue this each summer the Friday before Community Days. Ms. Cowart stated she and the Senior Coordinator met with the Shields Township Supervisor in regards to the grant that was awarded to the Park District. Ms. Cowart stated Supervisor Darraugh said the grant would be given out in increments under review of the success of the program. Commissioner Robinson asked the grant be verified. Ms. Cowart stated she will be attending the Illinois State Fair on Park District/Conservation Day on August 19 and reminded the Board the building would be closed on September 4 for Labor Day.

Mr. Skof reported Dave Phillips with Speer Financial will be sending roll over bond information soon. He also reported that he is completing the liability insurance information and will have employee health insurance information soon.

2. *Parks*

a. Operations: Mr. Winter reported he has received three proposals on the rebuild of the storm shelter at the Golf Course.

### 3. *Golf*

a. Operations: Mr. Monroe reported the Waukegan Township outing is coming up and that the Assistant Manager will be completing a fee analysis of surrounding courses that includes greens fees and food and beverage items. Commissioner Johnson asked about the second register and Mr. Monroe stated it will be installed at the end of the season. Commissioner Baldwin asked about replacing the shed in the cart barn and Commissioner Semasko asked about the vending machine on the course. Mr. Herring stated the vending machine has been fixed.

### 4. *Recreation*

a. Operations: Mr. Allen distributed program fliers and reported on the back to school program, line dancing, stepper class, yoga workshop, Latchkey, Flames football and cheer and he is looking into the cost to purchase the baseball, volleyball and tennis equipment as discussed at the Recreation Committee meeting.

Commissioner Baldwin asked about the Miss North Chicago pageant and Ms. Cowart stated they are all set but was not sure how many inquiries they received. Commissioner Johnson stated he would like the baseball clinics to begin this winter in preparation for the spring season and there are people that are willing to donate time. He also stated the equipment needs to be up to date and that sponsors should be sought out. Commissioner Baldwin stated with the courts being done at Twin City, he would like to see a tennis program begin.

**CITIZEN COMMENTS:** None.

### **ADJOURNMENT**

Commissioner Johnson stands the meeting adjourned at 6:36 pm with no objections.

This record is not verbatim.

Respectfully Submitted,  
Kari Cowart, Board Secretary

**Foss Park District  
Regular Meeting Minutes  
August 16, 2017**

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

**ROLL CALL:**

Board members present: Commissioner Jimmy Baldwin, Commissioner Johnny Johnson, Commissioner Kenneth Robinson and Commissioner Bernard Semasko.

Board members absent: Commissioner Tony Jones.

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

**1. MINUTES:** Commissioner Baldwin motions to approve Committee & Regular Meeting (07/19/2017) and Recreation Committee Meeting (08/08/2017) minutes as presented. Second by Commissioner Robinson.

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

Nay: None.

Abstain: None.

Absent: Commissioner Jones.

MOTION CARRIES

**2. BILLS:** Commissioner Semasko motions to approve monthly bills: invoices paid (07/20/17 – 08/11/17) \$42,096.50, invoices due \$55,065.57, invoices to be paid by credit card at approximate \$2,043.69 and first of the month bills (September) – approximate: \$31,602.40 as presented. Second by Commissioner Baldwin.

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

Nay: None.

Abstain: None.

Absent: Commissioner Jones.

MOTION CARRIES

**3. PAYROLL:** Commissioner Baldwin motions to approve monthly payroll of \$108,100.69 as presented. Second by Commissioner Robinson.

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

Nay: None.

Abstain: None.

Absent: Commissioner Jones.

MOTION CARRIES

**4. PETTY CASH REPORTS:** Commissioner Baldwin motions to approve all petty cash funds: \$96.25(Business Office) and \$0.00 (Golf Course) as presented. Second by Commissioner Robinson.

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

Nay: None.

Abstain: None.

Absent: Commissioner Jones.

MOTION CARRIES

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

Voice vote – all ayes, no nays.

MOTION CARRIES

## **6. COMMISSIONER REPORTS:**

FINANCE: COMMISSIONER ROBINSON as presented in Committee Meeting.

GOLF: COMMISSIONER JONES none.

PARKS: COMMISSIONER SEMASKO noted the good work going on in the parks.

RECREATION: COMMISSIONER BALDWIN as presented in Committee Meeting.

## **7. UNFINISHED BUSINESS:**

Approval: City of North Chicago Sheridan Crossings – tax abatement: no new update from the City of North Chicago – item remains tabled.

## **8. NEW BUSINESS:**

1. Approval: Attendance at NRPA Annual Conference in New Orleans, LA September 24 - 29, 2017 for Commissioners: Baldwin, Jones, Johnson, Robinson and Semasko at an approximate cost of \$11,000.00.  
Commissioner Robinson motions to approve Attendance at NRPA Annual Conference in New Orleans, LA September 24 - 29, 2017 for Commissioners: Baldwin, Jones, Johnson, Robinson and Semasko at an approximate cost of \$11,000.00. Second by Commissioner Baldwin.  
Aye: Commissioner Baldwin, Commissioner Johnson and Commissioner Robinson.  
Nay: Commissioner Semasko.  
Abstain: None.  
Absent: Commissioner Jones. MOTION CARRIES
2. Approval: Attendance at NRPA Annual Conference in New Orleans, LA September 24 - 29, 2017 for Executive Director and Business Manager.  
Commissioner Baldwin motions to approve Attendance at NRPA Annual Conference in New Orleans, LA September 24 - 29, 2017 for Executive Director and Business Manager. Second by Commissioner Robinson.  
Aye: Commissioner Baldwin, Commissioner Johnson, Commissioner Robinson and Commissioner Semasko.  
Nay: None.  
Abstain: None.  
Absent: Commissioner Jones. MOTION CARRIES

## **12. CITIZEN COMMENTS:** None.

Commissioner Robinson stated that there still needs to be a discussion regarding Golf Course operations. He continued that services may need to be outsourced for the benefit of the Park District. Commissioner Johnson stated the Golf Committee will meet and report back to the Board.

## **13. ADJOURNMENT**

Commissioner Johnson stands the meeting adjourned at 7:11pm with no objections.

This record is not verbatim.

Respectfully Submitted,  
Kari Cowart, Board Secretary