

**Foss Park District
Committee Meeting Minutes
March 21, 2018**

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 and Commissioner Kenneth Robinson.

Board members absent: Commissioner Bernard Semasko.

PLEDGE OF ALLEGIANCE

COMMITTEE OF THE WHOLE

1. Proposed 2018-19 fiscal budget – Mr. Skof presented prepared budget for 30 public inspections. Commissioner Robinson asked a Special Meeting be called to discuss the budget and asked Mr. Skof to prepare a narrative of how budget numbers were calculated, explanation of transfers and capital items explanation.

COMMITTEE/STAFF REPORTS

1. *Business Office*

a. Director report – Ms. Cowart reported the memo from attorney was forwarded, response was received from regarding the sand management pilot program, Community Days meetings begin next week and staff would like to show the Friday night movie, received Power Play Grant, the Senior Coordinator will be posted and the building is closed March 30.

b. Business Manager report – Mr. Skof reported the tax levy was received and there were no adjustments to the EAV, a meeting is set with auditors for the audit for this fiscal year and economic interest forms must be completed and filed with the County.

2. *Parks*

a. Superintendent of Grounds report – Mr. Winter had no report at this time.

3. *Golf*

a. Manager/Golf Pro report – Mr. Monroe reported golf carts are being delivered and the opening date for the Golf Course is April 1, golf gloves have been successfully selling and the purchase order is to restock the supply and golf staff is working on decreasing spending for the next fiscal year. Commissioner Robinson inquired about golf shows for the year and Mr. Monroe stated mostly golf passes and Foss Cards were sold.

Commissioner Johnson asked about the trees removed on the Golf Course. Mr. Winter stated about 80 were dropped and there are about 50 more to go and it was all done by his staff.

4. *Recreation*

a. Recreation Supervisor report – Ms. Johnson reported on activities through the Shields Township grant, senior programming, youth programming, Latchkey, athletic programming and special events. Mr. Bone asked for the Board to consider a volunteer coach that has a misdemeanor and he plans to meet with the school district regarding basketball courts. Commissioner Robinson asked about football registration and Ms. Johnson stated a policy will be in place. Commissioner Baldwin reminded staff to ask for donations.

CITIZEN COMMENTS

Edward DeLaTorr and Gerardo Cantu spoke about Waukegan Baseball Association.

Alderman Carl Evans spoke about Shields Township meeting on April 19th at 6:30 pm.

ADJOURNMENT

Commissioner Johnson stands the meeting adjourned at 6:59 pm with no objections.

This record is not verbatim.

Respectfully Submitted,
Kari Cowart, Board Secretary

**Foss Park District
Regular Meeting Minutes
March 21, 2018**

CALL TO ORDER: Commissioner Johnson called the meeting to order at 7:03 pm.

ROLL CALL:

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

Board members absent: Commissioner Bernard Semasko.

PLEDGE OF ALLEGIANCE: waived as recited in Committee Meeting.

1. MINUTES: Commissioner Baldwin motions to approve Committee & Regular Meeting, Executive Session (02/21/2018) and Special Meeting (02/28/2018) minutes as presented. Second by Commissioner Robinson.

Aye: Commissioner Baldwin, Commissioner Johnson and Commissioner Robinson.

Nay: None.

Abstain: None.

Absent: Commissioner Semasko.

MOTION CARRIES

2. COMMISSIONERS REPORTS:

FINANCE: COMMISSIONER ROBINSON – stated a meeting for April 4th at 11:00 am for discussion of the proposed budget inspection and asked why gaming revenue was put into savings. Mr. Skof stated it is in a CD and all monthly proceeds are available.

GOLF: COMMISSIONER SEMASKO – none

PARKS: COMMISSIONER SEMASKO – none

RECREATION: COMMISSIONER BALDWIN – as presented in the Committee Meeting

3. UNFINISHED BUSINESS: Commissioner Robinson motions to keep tabled 701 14th Street renovation bid. Second by Commissioner Baldwin.

Aye: Commissioner Baldwin, Commissioner Johnson and Commissioner Robinson.

Nay: None.

Abstain: None.

Absent: Commissioner Semasko.

MOTION CARRIES

4. SWEARING IN OF COMMISSIONER: Anthony D. Coleman sworn in as Foss Park District Commissioner and takes seat.

5. OFFICERS: Commissioner Robinson motions to elect Commissioner Baldwin as Vice President. Second by Commissioner Coleman.

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

Nay: None.

Abstain: None.

Absent: Commissioner Semasko.

MOTION CARRIES

6. APPOINTMENT OF COMMITTEES:

Finance Committee: Chair Commissioner Robinson/Vice Chair Commissioner Coleman

Golf Committee: Chair Commissioner Semasko/Vice Chair Commissioner Baldwin

Parks Committee: Chair Commissioner Coleman/Vice Chair Commissioner Semasko

Recreation Committee: Chair Commissioner Baldwin/Vice Chair Commissioner Robinson

7. BILLS:

Commissioner Baldwin motions to approve monthly bills: invoices paid (02/17/2018-03/16/2018): \$18,426.48, invoices due \$55,752.20, invoices to be paid by credit card at approximate \$1,961.23 and first of the month bills (April) – approximate: \$14,230.00 as presented. Second by Commissioner Robinson.

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

Nay: None.

Abstain: None.

Absent: Commissioner Semasko.

MOTION CARRIES

8. PAYROLL:

Commissioner Baldwin motions to approve monthly payroll of \$72,057.54 as presented. Second by Commissioner Robinson.

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

Nay: None.

Abstain: None.

Absent: Commissioner Semasko.

MOTION CARRIES

9. PETTY CASH REPORTS:

Commissioner Baldwin motions to approve all petty cash funds: \$84.43 (Business Office) and \$165.00 (Golf Course) as presented. Second by Commissioner Robinson.

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

Nay: None.

Abstain: None.

Absent: Commissioner Semasko.

MOTION CARRIES

10. FINANCE REPORTS:

Commissioner Baldwin motions to approve finance reports as presented in the Board Packet. Second by Commissioner Robinson.

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

Nay: None.

Abstain: None.

Absent: Commissioner Semasko.

MOTION CARRIES

11. NEW BUSINESS:

1. Approval: Early order purchase orders: Advanced Turf Solutions (\$11,975.40), Arthur Clesen (\$14,518.50), Arthur Clesen (\$7,262.64), BTSI (\$15,635.00), Chicagoland Turf (\$22,334.32), Chicagoland Turf (\$4,454.40), Pendelton Turf (\$17,075.00), Reinders (\$3,025.00).

Commissioner Robinson motions to approve early order purchase orders: Advanced Turf Solutions (\$11,975.40), Arthur Clesen (\$14,518.50), Arthur Clesen (\$7,262.64), BTSI (\$15,635.00), Chicagoland Turf (\$22,334.32), Chicagoland Turf (\$4,454.40), Pendelton Turf (\$17,075.00), Reinders (\$3,025.00) as presented and to be paid in fiscal year 2018-19. Second by Commissioner Baldwin.

Aye: Commissioner Baldwin, Commissioner Johnson and Commissioner Robinson.

Nay: None.

Abstain: Commissioner Coleman.

Absent: Commissioner Semasko.

MOTION CARRIES

2. Approval: posting of proposed budget for public inspection
Commissioner Robinson motions to table posting of proposed budget for public inspection. Second by Commissioner Baldwin.
Aye: Commissioner Baldwin, Commissioner Coleman, Commissioner Johnson and Commissioner Robinson.
Nay: None.
Abstain: None.
Absent: Commissioner Semasko. MOTION CARRIES
3. Approval: online purchases for golf merchandise Taylormade gloves (\$12,000.00)
Commissioner Baldwin motions to approve online purchases for golf merchandise Taylormade gloves (\$12,000.00).
Second by Commissioner Robinson.
Aye: Commissioner Baldwin, Commissioner Coleman, Commissioner Johnson and Commissioner Robinson.
Nay: None.
Abstain: None.
Absent: Commissioner Semasko. MOTION CARRIES

12. CITIZEN COMMENTS: none

13. ADJOURNMENT:

Commissioner Johnson stands the meeting adjourned at 7:18pm with no objections.

This record is not verbatim.

Respectfully Submitted,
Kari Cowart, Board Secretary