

**Foss Park District
Committee Meeting Minutes
February 15, 2017**

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

ROLL CALL

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

Commissioner Johnson moved to approve Commissioner King participation via teleconference. Second by Commissioner Baldwin.

Voice vote: aye – all, nay – none.

MOTION CARRIES

Commissioner King joins meeting via teleconference at 6:01 pm.

PLEDGE OF ALLEGIANCE

COMMITTEE OF THE WHOLE

1. 14th Street property: Ms. Cowart reported that Mr. Bendixon is having another meeting with the City in regards to additional regulations and fire coding.
2. Twin City tennis courts: Ms. Cowart stated Mr. Kolkman would be getting the construction document together and meet with her by mid-month. She continued that the extra property can be built on existing park district property to the east of the park.

Commissioner Jones enters the room at 6:09 pm.

3. Splashpad: Ms. Cowart reported the bid would go out February 6 and the bid opening on February 23 with Board approval at the March meeting.
4. Recreation position: Ms. Cowart stated an email with the job description for the Recreation Supervisor position was sent for review.
5. Capitalization policy: Commissioner Wyatt reported the capitalization policy has been sent for review and is on the agenda for approval.
6. Audit proposals: Mr. Skof reported the contract with the current auditors has ended and will look to get a new proposal from them.
7. Golf Course computers/registers: Mr. Monroe reported approval is needed for the purchase of three new register systems as two are already in place.

COMMITTEE/STAFF REPORTS

1. *Business Office*

a. Operations: Ms. Cowart reported she will be setting up a meeting with Mr. Shabica regarding the lakefront. She reported staff has been meeting regarding the budget and she met with Commissioner Baldwin to update him on the current fiscal year. Ms. Cowart reported the emergency IGB amendment was sent via email and the groundbreaking ceremony for the new housing development is March 3rd at 10:00 am. She reported interns from Youthbuild will be at the Community Recreation Center and the Golf Course and Top Box will begin in May and will be held on the second Saturday of the month. Ms. Cowart reported the dead trees in Boak Park have been removed by the County.

Mr. Skof reported on a presentation he attended for new recreation software. He continued that a Special Meeting will need to be held to abate taxes and distributed a list of capital items for the Board to review for next fiscal year. Mr. Skof stated the paperwork and payment for the liquor license will be submitted next week.

2. *Parks*

- a. Operations: None.

Commissioner Baldwin asked if the price for the z mower is locked in. Mr. Winter stated it is not, but it is accurate and should remain consistent over the next year.

3. *Golf*

- a. Operations: Mr. Monroe reported information on the Foss Card. He continued they attended the golf shows and are unsure if they will attend Milwaukee and the course has started hiring summer staff. Commissioner Jones asked if the computer in the restaurant is from the pro shop. Mr. Monroe state it was and he will see if EZ Links can install the others soon.

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. Mr. Bone is beginning conversations with Mr. Simmons regarding baseball and Mr. Collins regarding track.

CITIZEN COMMENTS

Phil Malizola: Mr. Malizola questioned the board on Foss Park Golf Course fees and the Foss Card.

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
February 15, 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 and Commissioner Vance Wyatt.

Board members absent: Commissioner Donna King.

Commissioner Johnson moved to approve Commissioner King participation via teleconference. Second by Commissioner Baldwin.

Voice vote: aye – all, nay – none.

MOTION CARRIES

Commissioner King joins meeting via teleconference at 7:01 pm.

PLEDGE OF ALLEGIANCE: waived as recited in Committee Meeting.

1. MINUTES: Commissioner Baldwin motions to approve Committee & Regular Meeting, Executive Session (01/18/2017) minutes as presented. Second by Commissioner Johnson.

Voice vote: aye – all, nay – none.

MOTION CARRIES

2. BILLS : Commissioner Baldwin motions to approve monthly bills – invoices paid (01/13/17-02/09/17) \$9,484.20, invoices due \$42,700.15 and invoices to be paid by credit card at approximate \$1,967.90 as presented. Second by Commissioner King.

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

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

Commissioner Jones motions to approve first of the month bills (March) – approximate \$14,200.00 as presented. Second by Commissioner Johnson.

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

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

3. PAYROLL: Commissioner King motions to approve monthly payroll – \$70,864.24 as presented. Second by Commissioner Johnson.

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

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

4. PETTY CASH REPORTS: Commissioner Baldwin motions to approve all petty cash funds: \$96.50 (Business Office) and \$0.00 (Golf Course) as presented. Second by Commissioner Jones.

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

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

5. FINANCE REPORTS: Commissioner Baldwin motions to approve all finance reports as presented. Second by Commissioner Jones.

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

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

6. COMMISSIONER REPORTS:

FINANCE – COMMISSIONER BALDWIN: As presented in Committee Meeting.

GOLF – COMMISSIONER JOHNSON: As presented in Committee Meeting.

PARKS – COMMISSIONER KING: Commissioner King asked the flowers be planted in spring.

RECREATION – COMMISSIONER JONES: As presented in Committee Meeting.

7. UNFINISHED BUSINESS:

None.

8. NEW BUSINESS:

1. Approval: Capitalization policy

Commissioner Baldwin motions to approve capitalization policy as presented. Second by Commissioner King.

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

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

2. Approval: Commissioner Wyatt and Commissioner King attendance American Shore and Beach Preservation Association Conference February 27 – March 3, 2017 at approximate cost \$4,900.00

Commissioner Baldwin motions to approve Commissioner Wyatt and Commissioner King attendance American Shore and Beach Preservation Association Conference February 27 – March 3, 2017 at approximate cost \$4,900.00. Second by Commissioner Jones.

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

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

3. Approval : Purchase Golf Course register workstations

Commissioner King motions to approve purchase Golf Course register workstations. Second by Commissioner Johnson.

Commissioner Baldwin motions to amend the original motion to include the purchase three work stations. Second by Commissioner King. Roll call on amended motion:

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

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

Roll call on motion:

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

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

9. CITIZEN COMMENTS:

None.

10. ADJOURNMENT:

Commissioner Wyatt stands the meeting adjourned at 7:05 pm with no objections.

This record is not verbatim.

Respectfully Submitted,
Kari Cowart, Board Secretary