

**Foss Park District  
Committee Meeting Minutes  
March 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, Commissioner Tony Jones, Commissioner Donna King and Commissioner Vance Wyatt.

Board members absent: None.

**PLEDGE OF ALLEGIANCE**

**COMMITTEE OF THE WHOLE**

1. Jon Shabica – Lakefront update: Mr. Shabica presented a written and verbal update on the Lakefront – included in the packet was a task list for completion. Mr. Shabica stated the project can be completed in phases.
2. 14<sup>th</sup> Street property: Ms. Cowart stated the City is working with the Fire Department on capacity numbers and fire requirements.
3. Twin City tennis courts: Ms. Cowart forwarded email from Mr. Kolkman that is being reviewed by attorney. Potential bid opening is April 28.
4. Splashpad: Ms. Cowart forwarded email from Mr. Brusseau that contained one bid on the project.
5. Volunteers – church group: Commissioner Wyatt stated a church group has 300 volunteers they would like to go into parks for clean-up in August.

**COMMITTEE/STAFF REPORTS**

1. *Business Office*

a. Operations: Ms. Cowart reported she continues to meet with department heads regarding budgets. She presented the plaque from the groundbreaking ceremony at Coles Park and stated around 30 resumes have been submitted for the Recreation Supervisor position. Ms. Cowart stated the fireworks for Community Days were \$5,000 and a movie in the park on August 4 would celebrate the 110 year anniversary of Foss Park District and asks for approval at the Regular Meeting. She continued that there are many capital projects planned that need to be prioritized by the Board that includes: tennis courts, lakefront, 14<sup>th</sup> Street property, splashpad, storm shelter at Golf Course and there is limited funds to complete projects. Ms. Cowart asked Commissioners to let her know about their attendance at the Legislative Conference and NRPA convention. Ms. Cowart forwarded email from auditors for future services.

Mr. Skof reported payroll processing companies he has met with and will present a report once he receives all information. He reported he met with a new insurance broker that he would like to move to. Mr. Skof stated Strumm Insurance seemed to provide more services for the same fee. He reported he submitted proposed budgets for the Board's review for next fiscal year and stated there will be minor changes made to the final draft. Mr. Skof will present a report with hard numbers on new recreation software.

2. *Parks*

a. Operations: None.

3. *Golf*

a. Operations: Mr. Monroe reported the course opened February 17 and play has been limited to annual pass holders and that most of the carts have been delivered. Mr. Monroe stated that rates will increase next year and is looking for the Board to support the staff in their decisions to increase the rate of play and food and beverage prices. Mr. Monroe

stated he was looking to bring back Thursday night entertainment with a different type of band each week. Commissioner Johnson asked about the computers. Mr. Monroe stated another was found, so there are two working registers and the new ones have arrived, the Golf Course is on the list to have them installed.

#### 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.

#### **CITIZEN COMMENTS**

Mary Ann Skof: Ms. Skof spoke of the upcoming Flower Show for the Greater North Chicago Senior Citizens Club in April and requested donation from the Foss Park District.

#### **ADJOURNMENT**

Commissioner Wyatt stands the meeting adjourned at 6:43 pm with no objections.

This record is not verbatim.

Respectfully Submitted,  
Kari Cowart, Board Secretary

**Foss Park District  
Regular Meeting Minutes  
March 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, Commissioner Donna King and Commissioner Vance Wyatt.

Board members absent: None.

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

**1. MINUTES:** Commissioner Johnson motions to approve Committee & Regular Meeting, Executive Session (02/15/2017) minutes and Special Meeting (02/22/2017) as presented. Second by Commissioner Baldwin.

Voice vote: aye – all, nay – none.

MOTION CARRIES

**2. BILLS :** Commissioner Johnson motions to approve monthly bills: invoices paid (02/09/17 – 03/08/17) \$19,036.56, invoices due \$32,413.97 and invoices to be paid by credit card at approximate \$2,520.55 and First of the month bills (March) – approximate: \$14,200.00 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

**3. PAYROLL:** Commissioner Johnson motions to approve monthly payroll – \$72,896.66 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

**4. PETTY CASH REPORTS:** Commissioner Baldwin motions to approve all petty cash funds: \$70.14 (Business Office) and \$0.00 (Golf Course) 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

**5. FINANCE REPORTS:** Commissioner Baldwin motions to approve all finance reports 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

## 6. COMMISSIONER REPORTS:

*FINANCE – COMMISSIONER BALDWIN:* As presented in Committee Meeting.

*GOLF – COMMISSIONER JOHNSON:* As presented in Committee Meeting.

*PARKS – COMMISSIONER KING:* As presented in Committee Meeting.

*RECREATION – COMMISSIONER JONES:* As presented in Committee Meeting.

## 7. UNFINISHED BUSINESS:

None.

## 8. NEW BUSINESS:

1. Approval: General use ordinance

Commissioner Johnson motions to general use ordinance 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: 1317 13<sup>th</sup> Street Waukegan, IL property (Craigien)

Commissioner Baldwin motions to table 1317 13<sup>th</sup> Street Waukegan, IL property (Craigien). Second by Commissioner King.

Aye: Commissioner Baldwin, Commissioner King and Commissioner Wyatt.

Nay: Commissioner Johnson and Commissioner Jones.

Abstain: None.

Absent: None.

MOTION CARRIES

3. Approval : Splashpad bid – acceptance

Commissioner Jones motions to approve Splashpad bid – acceptance. Second by Commissioner King.

Commissioner Johnson and Commissioner Baldwin voiced concerns over only receiving one bid.

Aye: Commissioner Jones, Commissioner King and Commissioner Wyatt.

Nay: Commissioner Baldwin and Commissioner Johnson.

Abstain: None.

Absent: None.

MOTION CARRIES

4. Approval : Community Days – fireworks contribution/movie in the park

Commissioner Baldwin motions to approve Community Days – fireworks contribution/movie in the park. Second by Commissioner Johnson.

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

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

5. Approval : Church volunteers – park clean up: item stricken – no vote necessary.

Commissioner Jones asked for clarification on general use ordinance. Commissioner Wyatt responded to the questions.

**9. CITIZEN COMMENTS:**

None.

**10. EXECUTIVE SESSION:** The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity 5ILCS 120/2(c)(1).

Commissioner Jones motions to move to Executive Session. Second by Commissioner Johnson.

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

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES at 7:10 pm.

Commissioner Wyatt reconvenes the Regular Meeting at 7:24 pm

**11. ADJOURNMENT:**

Commissioner Wyatt stands the meeting adjourned at 7:24 pm with no objections.

This record is not verbatim.

Respectfully Submitted,  
Kari Cowart, Board Secretary