

**Foss Park District
Committee Meeting Minutes
July 15, 2015**

Call to order: Commissioner King called the meeting to order at 6:00 pm.

Roll Call:

Board members present: Commissioner Johnny Johnson, Commissioner Donna King and Commissioner Vance Wyatt.

Board members absent: Commissioner Jimmy Baldwin and Commissioner Susan Dixon.

Pledge of Allegiance

Commissioner Wyatt motioned to accept Commissioner Dixon to attend the meeting via teleconference due on going legal proceedings. Second by Commissioner Johnson.

Aye: Commissioner Johnson, Commissioner Wyatt and Commissioner King.

Nay: None.

Abstain: None.

Absent: Commissioner Baldwin.

Motion carries.

Commissioner Dixon joined the meeting at 6:02 pm via teleconference.

ALL COMMITTEES

Business Office:

- Operations: Mr. Skof presented three estimates for the tennis court repair at Twin City. He continued a proposed budget has been presented and must be on display for 30 days before approval. Mr. Skof stated the tax levy needs to be discussed at the beginning of October.
- Commissioners' Scholarship: Commissioner Wyatt stated the scholarship application is still being worked on.
- Storage rentals: Commissioner Dixon stated the park district is still paying for the storage unit and the furniture should be removed and used. Mr. Skof stated there is a variety of furniture in the storage unit. Commissioner Dixon stated there is a conference table that can be used. Ms. Cowart stated there is a new front desk there also. Commissioner Dixon asked for the cost of the storage unit. Mr. Skof stated \$125 per month.
- Bond update: Mr. Skof stated Mr. Phillips has stated there is no change and asked about cash position. Mr. Skof stated if the 2016 payment was made and abated taxes coming up this fall and then do the rollover. Commissioner Wyatt asked why bonds were refinanced. Mr. Skof stated to get the rollover bond back. Commissioner Wyatt voiced concerns on the percentage rates.

Parks:

- Beach Project: Ms. Cowart stated she spoke to Mr. Shabica and the permits need to be taken care of with the Army Corp of Engineers. She continued that Mr. Shabica recommended working with Congressman Dold's office. Commissioner King stated she will get in contact with General Bostick.
- Operations: Commissioner Dixon stated that the signs have been finalized for the parks.

Golf Course:

- Operations: Mr. Monroe stated there is a concert on August 7 that the park district could possibly vend the liquor. He continued with the upcoming golf outings (North Chicago Community School District, St. Basil's Church and Miggy Smalls). Mr. Monroe presented the eBay summary. Mr. Herring

presented a written report that included a new position of a bar lead and menu pricing/items along with drink prices. Commissioner Wyatt asked if there is money in the budget for this position. Mr. Monroe stated this position would take the place of the Assistant Manager position that was not filled. Commissioner Dixon suggested the position be part time and there is a lot to consider with the possibility of the position starting next year. Commissioner Johnson clarified this position is not an immediate need, but the night time activity is increasing.

Commissioner Wyatt questioned the cost of goods report and the golf round report for commissioners. He stated he has not golfed, but has rounds credited to his name. Mr. Monroe stated he would look into both items and get the information to the board. Commissioner Dixon stated Mr. Monroe should handle the problems with staff in the Clubhouse and registering golfers.

Commissioner Johnson Mr. Winter has submitted the estimates for fixing the storm drain, one for \$8,000 and one for \$21,000. He continued that the bid for \$8,000 includes landscaping and should be looked at.

Recreation Center:

- Operations: Commissioner Wyatt stated there is nothing to add.
- OSLAD Grant – Splashpad: Ms. Cowart stated Governor Rauner still had the OSLAD grant funds frozen.
- Scholarship/summer camp: Ms. Cowart stated an email was sent from a parent requesting a scholarship for camp. Commissioner Dixon stated the family did receive a scholarship from another entity and was asking for three weeks of camp. Ms. Cowart stated the email asked for a scholarship or a payment plan. Commissioner Dixon asked if there were discounts for multiple children. Mr. Skof stated there is a discount. Commissioner Wyatt asked for a payment plan because a payment plan is most logical.

Citizens Comments:

James Morris: Mr. Morris inquired about payment for services rendered. Commissioner Wyatt stated not at this time.

Adjournment:

Commissioner Wyatt motioned to move to adjourn Committee Meeting. Second by Commissioner Johnson.

Aye: Commissioner Dixon, Commissioner Johnson, Commissioner King and Commissioner Wyatt.

Nay: None.

Absent: Commissioner Baldwin

Motion carries at 6:46 pm.

**Foss Park District
Regular Meeting Minutes
July 15, 2015**

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

ROLL CALL:

Board members present: Commissioner Johnny Johnson, Commissioner Donna King and Commissioner Vance Wyatt.

Board members absent: Commissioner Jimmy Baldwin and Commissioner Susan Dixon.

Commissioner Wyatt motioned to accept Commissioner Dixon to attend the meeting via teleconference. Second by Commissioner Johnson.

Aye: Commissioner Johnson, Commissioner King and Commissioner Wyatt.

Nay: None.

Absent: Commissioner Baldwin and Commissioner Dixon.

Motion carries.

Commissioner Dixon joined the meeting at teleconference at 7:02 pm.

PLEDGE OF ALLEGIANCE

1. MINUTES: Committee & Regular Meeting, Executive Session (June 17, 2015).

Commissioner Wyatt motioned to approve the monthly bills as presented. Second by Commissioner Johnson.

Aye: Commissioner Dixon, Commissioner Johnson, Commissioner Wyatt and Commissioner King.

Nay: None.

Abstain: None.

Absent: Commissioner Baldwin.

Motion carries.

2. BILLS: Monthly bills and First of the month bill (August).

Commissioner Wyatt motioned to approve the monthly bills as presented. Second by Commissioner Johnson.

Aye: Commissioner Dixon, Commissioner Johnson, Commissioner Wyatt and Commissioner King.

Nay: None.

Abstain: None.

Absent: Commissioner Baldwin.

Motion carries.

3. PAYROLL: Monthly payroll

Commissioner Wyatt motioned to approve the monthly payroll as presented. Second by Commissioner Johnson.

Aye: Commissioner Dixon, Commissioner Johnson, Commissioner Wyatt and Commissioner King.

Nay: None.

Abstain: None.

Absent: Commissioner Baldwin.

Motion carries.

4. PETTY CASH REPORTS: All petty cash funds

Commissioner Johnson motioned to approve the monthly payroll as presented. Second by Commissioner Wyatt.

Aye: Commissioner Dixon, Commissioner Johnson, Commissioner Wyatt and Commissioner King.

Nay: None.

Abstain: None.

Absent: Commissioner Baldwin.

Motion carries.

5. FINANCE REPORTS: As presented in the Board Packet

Commissioner Wyatt motioned to approve the finance reports as presented. Second by Commissioner Johnson.

Aye: Commissioner Dixon, Commissioner Johnson, Commissioner Wyatt and Commissioner King.

Nay: None.

Abstain: None.

Absent: Commissioner Baldwin.

Motion carries.

6. COMMISSIONER REPORTS:

FINANCE: COMMISSIONER BALDWIN – none at this time.

GOLF: COMMISSIONER JOHNSON –

Commissioner Johnson motioned to approve a foursome for North Chicago School District at \$365.00 golf outing on July 25. Second by Commissioner Wyatt. Commissioner Dixon asked who was playing. Commissioner Johnson stated commissioners and staff.

Aye: Commissioner Dixon, Commissioner Johnson, Commissioner Wyatt and Commissioner King.

Nay: None.

Abstain: None.

Absent: Commissioner Baldwin.

Motion carries.

PARKS: COMMISSIONER DIXON – as presented in the Committee Meeting regarding park signs and Commissioner Dixon asked Mr. Winter to beautify Angel Park. Commissioner King stated the picnic was taken the park today.

Redirect to Golf:

Commissioner Johnson motioned to approve golf course staff to vend liquor at the Waukegan lakefront on August 7. Second by Commissioner Wyatt.

Aye: Commissioner Dixon, Commissioner Johnson, Commissioner Wyatt and Commissioner King.

Nay: None.

Abstain: None.

Absent: Commissioner Baldwin.

Motion carries.

Commissioner Wyatt stated that all items need to be on the agenda to be voted on.

RECREATION: COMMISSIONER WYATT – Commissioner Wyatt stated a report was submitted by Ms. Smith.

Commissioner Wyatt motioned to approve the Commissioner reports as presented. Second by Commissioner Johnson. Voice vote – all ayes, no nay. Motion carries.

7. STAFF REPORTS:

Director – Ms. Cowart: Ms. Cowart reported she has met with department heads to make a list of department initiatives. She continued that the commissioners have been invited to sit in the parade review stand for Community Days and the registration for the NRPA is due by the end of the month for the early bird discount. Ms. Cowart stated the grand opening of Smart Health Ventures is July 16 and she will order the park signs. Ms. Cowart read the costs of the administrative building for a total of approximately \$90,190 and information for Cole Park has been sent to the Lake County Housing Authority's attorney.

Golf – Mr. Monroe: as presented in Committee Meeting and Mr. Monroe presented a cost of goods report from eBay. He continued registration for Supervisor's Management School is October 16 and the board should review other staff attending.

Recreation – Ms. Smith: Commissioner Dixon read an email regarding the park district purchasing the hotel room for CTX Ability during the baseball clinic. Commissioner Wyatt stated he had no issue and Commissioner Johnson stated the clinic was not supposed to cost the park district anything. Commissioner Dixon stated hotel rooms had been purchased in the past.

Commissioner Wyatt motioned to approve the purchase of the hotel room for the baseball clinic. Second by Commissioner Dixon.

Aye: Commissioner Dixon and Commissioner Wyatt.

Nay: Commissioner Johnson and Commissioner King.

Abstain: None.

Absent: Commissioner Baldwin.

Motion dies.

Commissioner Wyatt motioned to approve the reimbursement, after review, of the hotel room for the baseball clinic for \$493.03. Second by Commissioner Dixon

Aye: Commissioner Dixon and Commissioner Wyatt.

Nay: Commissioner Johnson and Commissioner King.

Abstain: None.

Absent: Commissioner Baldwin.

Motion dies.

8. UNFINISHED BUSINESS:

1. Administrative property – as discussed above.
2. Intergovernmental agreement with School District 187 – no update.
3. Splashpad at Community Recreation Center – Commissioner Dixon stated the Splashpad is not open because the park district does not have the money in the capital funds. Commissioner King stated the park district does have the money and the Governor has frozen the grant. Mr. Skof stated OSLAD is a reimbursement grant and the park district has its portion. He continued the park district was notified by the Governor that all funds are frozen and all projects need to be stopped and he will resend the email with that statement.
4. Adoption of regulations and policies and binding agreements of preceding board.
5. Board of Commissioners policy handbook – tabled June item.

Commissioner Dixon stated she has tried to pass the policy for two years.

Commissioner Johnson motioned to table the item. Second by Commissioner Wyatt.

Aye: Commissioner Johnson, Commissioner Wyatt and Commissioner King.

Nay: Commissioner Dixon.

Abstain: None.

Absent: Commissioner Baldwin.

Motion carries.

6. New pavilion prices.

7. Credit card usage policy – tabled June item.

Commissioner Wyatt motioned to table the item. Second by Commissioner Johnson.

Aye: Commissioner Dixon, Commissioner Johnson, Commissioner Wyatt and Commissioner King.

Nay: None.

Abstain: None.

Absent: Commissioner Baldwin.

Motion carries.

8. NRPA Conference – as discussed earlier. Ms. Cowart will send out room reservations again.

9. Salary information (to be discussed in Executive Session) – tabled June item: executive session.

10. Commissioners' Scholarship – tabled June item.

Commissioner Wyatt motioned to table the item. Second by Commissioner Johnson.

Aye: Commissioner Dixon, Commissioner Johnson, Commissioner Wyatt and Commissioner King.

Nay: None.

Abstain: None.

Absent: Commissioner Baldwin.

Motion carries.

11. Twin City Tennis Court – tabled June item: Commissioner Dixon stated the project need to go out to bid.

12. Park Trails – tabled June item: Commissioner Dixon stated that is when the health department wanted to implement trails. Ms. Cowart stated she would look into it. Commissioner Dixon stated she worked with Ms. Smith at the parks and the health department would be contacting the park district.

13. Lawsuits update.

9. NEW BUSINESS:

1. WW II Black Navy Veterans of Great Lakes fundraiser August 15, 2015 – Ms. Cowart stated the information was in the board packet. Commissioner King stated she would attend.

2. Staben House Golf Outing – done.

3. NCCHS Booster Club Golf Outing – done.

4. Scholarships-Summer Camp – done.

5. Storage Rentals – as discussed in committee.

6. Motion to approve settlement agreement.

Commissioner Wyatt motioned to approve the settlement amount presented for Bryant Jenkins. Second by Commissioner Johnson.

Aye: Commissioner Dixon, Commissioner Johnson, Commissioner Wyatt and Commissioner King.

Nay: None.

Abstain: None.

Absent: Commissioner Baldwin.

Motion carries.

10. CITIZEN COMMENTS:

Denise Phillips, North Chicago: Ms. Phillips wanted to discuss the cheer program and the youth party fundraiser. Commissioner King stated Ms. Cowart will follow up with her. Commissioner Dixon stated the event was supposed to be a fundraiser, not a party. Commissioner Dixon was disconnected from the meeting and rejoined at 7:55 pm. Commissioner Johnson stated the meeting should be decent and in order.

11. EXECUTIVE SESSION: for the purpose of the Board discussing appointment, employment, compensation, discipline, performance or dismissal of employees or officials pursuant to the Section 2(c)(1) of the Illinois Open Meetings Act.

Commissioner Wyatt motioned to move to Executive Session. Second by Commissioner Johnson.

Aye: Commissioner Dixon, Commissioner Johnson, Commissioner Wyatt and Commissioner King.

Nay: None.

Abstain: None.

Absent: Commissioner Baldwin.

Motion carries at 7:57 pm.

12. POSSIBLE VOTE: to consider items discussed in Executive Session

Commissioner Wyatt motioned to move to Regular Session. Second by Commissioner Johnson.

Aye: Commissioner Dixon, Commissioner Johnson, Commissioner Wyatt and Commissioner King.

Nay: None.

Abstain: None.

Absent: Commissioner Baldwin.

Motion carries at 8:17 pm.

Commissioner Wyatt motioned to move to accept the merit pay increases as presented. Second by Commissioner Johnson.

Aye: Commissioner Dixon, Commissioner Johnson, Commissioner Wyatt and Commissioner King.

Nay: None.

Abstain: None.

Absent: Commissioner Baldwin.

Motion carries.

13. ADJOURNMENT:

Commissioner Wyatt motions to adjourn. Second by Commissioner Dixon.

Commissioner Wyatt motioned to move to accept the merit pay increases as presented. Second by Commissioner Johnson.

Aye: Commissioner Dixon, Commissioner Johnson, Commissioner Wyatt and Commissioner King.

Nay: None.

Abstain: None.

Absent: Commissioner Baldwin.

Motion carries at 8:23 pm.

This record is not verbatim.

Respectfully Submitted,

Kari Cowart
Board Secretary