

**Foss Park District
Committee Meeting Minutes
September 9, 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.

Committee of the Whole

1. Public comment policy: Commissioner Wyatt proposed a policy for approval. He continued that he used the IAPD Rule Book for a sample ordinance and rules need to be established by the board. Commissioner King stated current rules need to be adopted. Mr. Rock stated the recommended rules can be sent to the board and a policy needs to be passed.
2. AT&T bill: Commissioner King is asking for the AT&T bill to be paid and that the overage for data is reimbursed. Commissioner Dixon questioned what is being discussed and past payment to another commissioner. The commissioners discussed various different parts of the bill. Mr. Rock stated the legal opinion on reimbursement was submitted.
3. iPad/tablet usage policy: Commissioner King stated the policy is in the packet for review. Commissioner Dixon asked who contacted the law firm for the policy. Commissioner King stated she did when reviewing the bills. Commissioner Dixon reminded the board the commissioner handbook has been tabled for months and that the past director kept an iPad for three months and she knows what this is all about. Commissioner Wyatt asked if staff had an iPad. Ms. Cowart stated staff does not have iPads.
4. Cole Park land deal: David Northern presented information regarding the construction at Marion Jones.
5. Splashpad: Commissioner Dixon stated she hopes the commissioners are updated on the Splashpad project.
6. Lake Front Project: Commissioner Dixon stated there is no money to complete this project and the attorney general and state's attorney are still reviewing the information she submitted. Mr. Skof stated a conference call with IDNR was had to discuss the matching funds and the reports submitted. Commissioner Dixon stated one staff member worked on the grant and other employees did not. Ms. Smith stated the grant was written with other staff working on the grant and a big chunk was for the previous director. Mr. Skof stated that if all the staff worked together, the hours could have been submitted and other vendor hours can be used. Commissioner Dixon stated that had been sent back because of missing dates. Mr. Skof stated he has not received that information as the report was just submitted.

7. Trane Grant: Commissioner Dixon asked where the \$20,000 grant money went for the project. Mr. Skof stated the \$19,000 early completion payment was received months ago and will forward the information to the commissioners again.

Committee/Staff Reports

1. Business Office

a. operations: Mr. Skof presented information regarding contracts for natural gas pricing. He continued that employee health insurance will be up for renewal and will have more information next month. Mr. Skof stated the budget draft needs to be posted for a 30 day inspection; however, discussions and adjustments can be made during that time.

Ms. Cowart reminded the board that staff will present their reports at the Committee Meeting and NRPA information is in the commissioner mailboxes. She thanked the board for the opportunity to complete Director School and staff is working on suggestions from IParks. Ms. Cowart stated she spoke with Mr. Winter about the watering plan and she has had conversations with the city regarding the fence at Boak Park. She continued that she has a meeting set with Ms. Richards regarding the administrative building sale and will be talking to department heads about dress codes for staff. Commissioner Dixon corrected Ms. Cowart that it is the fence for Neville Park. Ms. Cowart agreed.

2. Parks

a. operations: Commissioner Dixon stated the new park signs are being installed and look very nice. Commissioner Johnson agreed. Commissioner Dixon asked for an itemized list of the impact aid received from Twin City in the amount of \$31,000 from 2007.

Mr. Winter stated the watering situation is not an emergency and right now, the current situation is working out well. He continued there are a few signs left to be installed in the parks and received a quote for installation of lights at Hamlet Park for security issues. Commissioner Johnson asked for an estimate to install lights at the putting green.

3. Golf

a. operations: Mr. Herring presented possible pay increases for cooks, the new beer cooler/tapper has come in and staff is wearing the new uniform shirts. He continued the speaker system in the pavilion has been repaired and the Mayor's Outing and the Foss Park Memorial are the upcoming outings. Commissioner Johnson stated everyone looks professional in their uniforms.

4. Recreation

a. operations: Ms. Smith submitted a written report in the board packet and spoke on: Chicago Sky basketball game, 17 participants in Latchkey, Junior Achievement is beginning, in support of the Food Bank, staff will be wearing orange on Fridays in the month of September and the seniors have been very busy. She continued that the next home game for football is September 13, Punt, Pass & Kick is scheduled for September 19 at 10 am and the soccer clinic will begin at noon and there has been interest expressed in adult athletic programs. Ms. Smith thanked the board for allowing her to attend Director School and Supervisor Management School.

Citizens Comments

None.

Adjournment

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

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

Nay: None.

Absent: Commissioner Baldwin

Motion carries at 7:08 pm.

**Foss Park District
Regular Meeting Minutes
September 9, 2015**

CALL TO ORDER: Commissioner King called the meeting to order at 7:09 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 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 7:10 pm via teleconference.

PLEDGE OF ALLEGIANCE

1. MINUTES: Committee & Regular Meeting, Executive Session (08/19/2015).

Commissioner Wyatt motioned to approve minutes 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 (October).

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 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.

4. PETTY CASH REPORTS: All petty cash funds

Commissioner Wyatt motioned to approve the petty cash 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.

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 – as presented in the Committee Meeting.

PARKS: COMMISSIONER DIXON – as presented in the Committee Meeting.

RECREATION: COMMISSIONER WYATT – as presented in the Committee Meeting.

Commissioner Wyatt motioned to approve the Commissioners' reports as presented. Second by Commissioner Dixon.

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

Nay: None.

Abstain: None.

Absent: Commissioner Baldwin.

Motion carries.

7. UNFINISHED BUSINESS:

1. Administrative property – tabled item.
2. Intergovernmental agreement with School District 187 – tabled item.
3. Splashpad at Community Recreation Center – tabled item.
4. Board of Commissioners policy handbook – tabled item. Commissioner Wyatt stated he is waiting to hear from the commissioners regarding any changes and suggested going through it at the October meeting.
5. Credit card usage policy – tabled item.
6. Commissioners' Scholarship – tabled item.
7. Twin City Tennis Court – tabled item. Commissioner Dixon stated this project needs to go out to bid. Ms. Cowart stated information can be obtained at the NRPA Conference as well.
8. Park Trails – tabled item.

9. Cole Park land deal –
Commissioner Wyatt motioned to approve proposed resolution and intergovernmental agreement with Lake County Housing Authority for the transfer of land. Second by Commissioner Johnson.
Aye: Commissioner Dixon, Commissioner Johnson, Commissioner Wyatt and Commissioner King.
Nay: None.
Abstain: None.
Absent: Commissioner Baldwin.
Motion carries.
10. Kevin Holley letter –
Commissioner Wyatt motioned to approve proposed reference letter for Kevin Holley. Second by Commissioner Johnson.
Aye: None.
Nay: Commissioner Dixon, Commissioner Johnson, Commissioner Wyatt and Commissioner King.
Abstain: None.
Absent: Commissioner Baldwin.
Motion dies.

8. NEW BUSINESS:

1. Public comment policy
Commissioner Wyatt motioned to approve proposed public comment policy as presented. Second by Commissioner Dixon.
Aye: Commissioner Dixon, Commissioner Johnson, Commissioner Wyatt and Commissioner King.
Nay: None.
Abstain: None.
Absent: Commissioner Baldwin.
Motion carries.
2. Payment of AT&T bill
Commissioner Wyatt motioned to approve payment of August AT&T bill. Second by Commissioner Johnson.
Aye: Commissioner Dixon, Commissioner Johnson, Commissioner Wyatt and Commissioner King.
Nay: None.
Abstain: None.
Absent: Commissioner Baldwin.
Motion carries.
3. iPad/tablet usage policy
Commissioner Wyatt motioned to approve proposed iPad/tablet usage policy with amendment of 7 business days from 2 business days as discussed under committee. Second by Commissioner Dixon.
Aye: Commissioner Dixon, Commissioner Johnson, Commissioner Wyatt and Commissioner King.
Nay: None.
Abstain: None.
Absent: Commissioner Baldwin.
Motion carries.

4. Splashpad
5. Lake Front Project
6. Trane Grant
7. Natural gas prices

Commissioner Wyatt motioned to approve 36 month contract with IGS not to exceed .454 per therm. Second by Commissioner Johnson.

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

Nay: None.

Abstain: None.

Absent: Commissioner Baldwin.

Motion carries.

8. Health insurance renewal: more information will be provided at October meeting.

9. Budget 30 day inspection

Commissioner Johnson motioned to approve 30 day proposed budget inspection. Second by Commissioner Wyatt.

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

Nay: None.

Abstain: None.

Absent: Commissioner Baldwin.

Motion carries.

Mr. Rock stated the budget approval can be a part of the Regular Meeting.

10. Holiday party – December 5, 2015: Commissioner Wyatt asked for information on pricing holding the party off site.

9. CITIZEN COMMENTS:

Carolyn Tennont: Suggested making half of the court at Twin City a basketball court. Commissioner Wyatt stated that is something he has been working on.

Denise Phillips: Spoke of needing help with the cheerleading program. Ms. Cowart stated she will contact her the following day.

Commissioner Johnson stated he was looking at the bills and stated that receipts were not turned in to identify a purchase and asked that they be turned in. Commissioner Dixon stated she informed Ms. Cowart of the purchase and did not have time to turn in the receipt yet.

10. 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 – cancelled.

11. POSSIBLE VOTE: to consider items discussed in Executive Session – cancelled.

12. ADJOURNMENT: Commissioner Wyatt motions to adjourn. Second by Commissioner Dixon.

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

Nay: None.

Abstain: None.

Absent: Commissioner Baldwin.

Motion carries at 7:38 pm.

This record is not verbatim.

Respectfully Submitted,

Kari Cowart
Board Secretary