

**Foss Park District
Committee Meeting Minutes
January 20, 2016**

Call to order Commissioner Wyatt called the meeting to order at 6:03 pm.

Roll Call

Board members present: Commissioner Jimmy Baldwin, Commissioner Susan Dixon and Commissioner Vance Wyatt.

Board members absent: Commissioner Johnny Johnson and Commissioner Donna King.

Pledge of Allegiance

Committee of the Whole

1. David Northern Sr. – Lake County Housing Authority: Representatives from The Benoit Group (Ed Rohn), the Lake County Housing Authority (Ryan Brandes) and Arc Design Resources Inc. (Ryan Swanson) attended the meeting to present information on the housing development. A PowerPoint presentation was shown and items of discussion included: team, history, development program, senior development program and masterplan which includes a detention pond, walking path and exercise equipment.

Commissioner Johnson enters the room at 6:11 pm.

Commissioner Baldwin asked if the equipment would only be for seniors and was told by Mr. Brandes not necessarily. Commissioner Dixon asked if the equipment would be ADA compliant. Mr. Swanson stated the path would be, so the equipment should be. Commissioner Wyatt asked when this was to be voted on. Mr. Rohn stated next month. Commissioner Wyatt stated he is speaking with the city regarding the Dugdale Field land as well.

2. Jon Shabica – Shabica and Associates: Mr. Shabica spoke about the masterplan for the lakefront being complete and the next step is to look for grant and funding that include improving the habitat, improving safety and building relationships with stakeholders. He continued that he hopes to have Abbott Labs help with some of the restoration efforts. Commissioner Wyatt asked if legislators have been spoken to and Mr. Shabica stated Commissioner King and himself have been speaking to them for many years. Commissioner Johnson asked about past work done and Mr. Shabica stated that work will need ongoing maintenance and restoration. He also stated an Eagle Scout may want to do his final project at the beach.

3. Commissioners' Scholarship: Ms. Cowart stated there was no official motion for the amount or number of scholarships. Commissioner Wyatt stated there will be three \$500 scholarships awarded.

Committee/Staff Reports

1. Business Office

a. Operations: Ms. Cowart stated Ms. Richards has had a couple inquiries into the 14th Street property and the biggest issue with the property is the parking. Ms. Cowart continued that the Rotary is asking to hold a fundraiser at the pavilion and would like to sell tickets for the event. She continued the City has presented a possible electricity plan for Community Day that would put permanent electric in the field, but the plan has to be approved by ComEd. She continued that amendments for the Sprint Broadband contracts will be coming and Speer Financial is still working on the bond repayment paperwork. Ms. Cowart stated the lights at Hamlet Park are up, economic interest forms will be coming soon from the county and exempt staff has done well with the timekeeping.

Mr. Skof presented information possible new software for time and attendance and recreation software. He stated webinars have been scheduled with recreation staff and there will be companies at the state conference to speak to. Commissioner Dixon asked about liquor purchase at the Golf Course comparing on season and off season. Mr. Skof stated the information was sent out that day and included May 1, 2013 through January 10, 2016.

2. Parks

- a. Operations: None at this time.

3. Golf

a. Operations: Mr. Monroe stated the News Sun ad was updated for the 2016 golf season. He continued that the December inventory was complete and he is working with EZ Links to credit the inventory correctly for the returned shoes. Mr. Monroe stated the Tinley Park Golf Show, the Chicago Golf Show and Milwaukee Golf Show will be in the next month. He also stated that staff is holding off on requesting new kitchen equipment until they verify what is needed. Mr. Monroe stated the new menu will begin February 1. Commissioner Wyatt asked Mr. Monroe to speak with Commissioner Johnson regarding the percentage for alcohol sales and make sure the park district is competitive.

4. Recreation

a. Operations: Ms. Smith submitted a written report with a review Latchkey, seniors, MLK program, basketball, aerobicize. She continued the Illinois Coastal Grant was submitted for review and she received the certificate of insurance from Salvation Praise Ministries in regards to the proposed contract renewal. Ms. Smith recommends renewing the contract. Commissioner Wyatt asked about a schedule for basketball games. Ms. Smith stated she will send the information to the board. Commissioner Baldwin asked when park security begins and Ms. Smith stated Memorial Day weekend.

Citizens Comments

None.

Adjournment

Commissioner Wyatt adjourned the meeting at 6:47 pm and asked for roll call.

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

Nay: None.

Abstain: None.

Absent: Commissioner King.

This record is not verbatim.

Respectfully Submitted,

Kari Cowart

Board Secretary

**Foss Park District
Regular Meeting Minutes
January 20, 2016**

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

ROLL CALL:

Board members present: Commissioner Jimmy Baldwin, Commissioner Susan Dixon, Commissioner Johnny Johnson and Commissioner Vance Wyatt.

Board members absent: Commissioner Donna King.

PLEDGE OF ALLEGIANCE: waived as recited in Committee Meeting.

1. MINUTES: Committee & Regular Meeting and Executive Session (12/16/2015).

Commissioner Wyatt asked if there were any modifications to the minutes as presented. Commissioner Baldwin motioned to approve the minutes as presented. Second by Commissioner Dixon. Commissioner Wyatt asked for voice vote.

Aye – all. Nay – none.

2. BILLS: Monthly bills and first of the month bills (February).

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

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

Nay: None.

Abstain: None.

Absent: Commissioner King.

Motion carries.

Commissioner Johnson motioned to approve the first of the month bills (February) as presented. Second by Commissioner Baldwin.

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

Nay: None.

Abstain: None.

Absent: Commissioner King.

Motion carries.

3. PAYROLL: Monthly payroll.

Commissioner Baldwin motioned to approve the monthly payroll as presented. Second by Commissioner Dixon.

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

Nay: None.

Abstain: None.

Absent: Commissioner King.

Motion carries.

4. PETTY CASH REPORTS: All petty cash funds.

Commissioner Dixon motioned to approve the petty cash reports as presented. Second by Commissioner Baldwin.

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

Nay: None.

Abstain: None.

Absent: Commissioner King.

Motion carries.

5. FINANCE REPORTS: As presented in the Board Packet.

Commissioner Dixon motioned to approve the finance reports as presented. Second by Commissioner Baldwin.

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

Nay: None.

Abstain: None.

Absent: Commissioner King.

Motion carries.

6. COMMISSIONER REPORTS:

FINANCE: COMMISSIONER BALDWIN – none at this time. Commissioner Wyatt asked Mr. Skof to work with Commissioner Baldwin on the fiscal budget.

GOLF: COMMISSIONER JOHNSON – Commissioner Johnson stated the Hamlet Park lights are up and the pavilion rentals are doing well. He continued that the Tuesday night entertainment at the Clubhouse has been cancelled.

PARKS: COMMISSIONER DIXON – Commissioner Dixon stated she enjoyed the Waukegan Township Dreamer's Breakfast held at the Milan. She reported on the Habitat for Humanity money received from August 2004 to March 2011. Commissioner Dixon stated Keri-Lyn Krafthefer will be at the February meeting to talk about tax objections and she is pleased with the updates on the parks.

RECREATION: COMMISSIONER WYATT – Commissioner Wyatt stated he will be meeting with Ms. Smith to discuss the Recreation Department programs and possible changes.

7. UNFINISHED BUSINESS:

1. James Morris – Commissioner Wyatt stated that will be discussed in Executive Session.

8. NEW BUSINESS:

1. Salvation Praise Ministry contract renewal

Commissioner Baldwin motioned to approve the Salvation Praise Ministries contract as presented. Second by Commissioner Dixon.

Commissioner Johnson asked how much the contract was for. Commissioner Wyatt stated it was in the last board packet.

Aye: Commissioner Baldwin, Commissioner Dixon and Commissioner Wyatt.

Nay: None.

Abstain: Commissioner Johnson.

Absent: Commissioner King.

Motion carries.

2. North Chicago Rotary Fundraiser – April 16, 2016

Commissioner Baldwin motioned to approve the North Chicago Rotary fundraiser. Second by Commissioner Dixon.

Commissioner Johnson questioned the legality of selling tickets. Commissioner Dixon stated tickets were not allowed to be sold at the door in the past. Mr. Monroe stated based on a City ordinance, establishments that sell liquor cannot charge to enter the building. Ms. Cowart stated alcohol will be sold and will let them know they are not to sell tickets at the door.

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

Nay: None.

Abstain: None.

Absent: Commissioner King.

Motion carries.

3. Purchase of new kitchen equipment for Clubhouse

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

Voice vote: Aye – all. Nay – none.

Motion carries.

4. Commissioners' Scholarship – amount of award

Commissioner Dixon motioned to approve three (3) \$500.00 scholarships. Second by Commissioner Johnson

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

Nay: None.

Abstain: None.

Absent: Commissioner King.

Motion carries.

9. CITIZEN COMMENTS:

John Garcia – Mr. Garcia spoke of his First Amendment Rights and asked the name of a Foss Park District employee. Commissioner Wyatt asked Mr. Garcia to speak with Ms. Cowart regarding personnel issues.

10. EXECUTIVE SESSION: Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting 5ILCS 120/2(c)(11).

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 Johnson motioned to move to Executive Session to discuss litigation or pending litigation under 5ILCS 120/2(c)(11) and employment under 5ILCS 120/2(c)(1). Second by Commissioner Baldwin.

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

Nay: None.

Abstain: None.

Absent: Commissioner King.

Motion carries at 7:22 pm.

Commissioner Baldwin motioned to move back to Regular Session. Second by Commissioner Dixon.
Aye: Commissioner Baldwin, Commissioner Dixon, Commissioner Johnson and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: Commissioner King.
Motion carries at 8:10 pm.

11. POSSIBLE VOTE ON EXECUTIVE SESSION ITEMS: None.

12. ADJOURNMENT: Commissioner Baldwin motions to adjourn. Second by Commissioner Dixon.
Commissioner Wyatt calls the meeting adjourned at 8:10 pm.

This record is not verbatim.

Respectfully Submitted,

Kari Cowart
Board Secretary