

**Foss Park District
Committee Meeting Minutes
July 19, 2023**

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

ROLL CALL

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

Board members absent: Commissioner Kingston Neal.

PLEDGE OF ALLEGIANCE

COMMITTEE OF THE WHOLE

1. Resolution for renaming Latchkey Room to the Elmer Smith Latchkey Room: Commissioner Johnson and Commissioner King. Commissioner King requested the resolution pass.
2. Youth Build donation request: Commissioner Neal. Discussed after item #14: Commissioner Neal requested donation as Youth Build has helped clear the beach bluff and will help with KaBoom and these is a local organization in need. Commissioner Hawthorn asked the Board be mindful in donations and realistic when donating money. Commissioner King stated IDOT has had help for Youth Build in the past. Commissioner Johnson stated this group has helped in the past and possible future projects and asked that all donations be approved by the Board.
3. Playground removal proposal – Foss Park: Executive Director. Ms. Cowart submitted quote to remove playground for KaBoom install and this is a company that has been used previously.
4. Convert part-time to Full time child care position: Commissioner Wyatt. Commissioner Johnson asked why the position was necessary. Commissioner Wyatt stated the individual works full time hours in the summer.

Commissioner Neal enters the room at 6:05 pm

Commissioner Johnson and Commissioner Neal asked if the staff recommended creating another full time position. Commissioner Wyatt stated the Board has done this in the past.

5. Auto signature – Harris Computers: Business Manager and Commissioner Wyatt. Commissioner Wyatt stated this will create automatic signatures for check signing.
6. Michael Black – Sounds of the Caribbean: Commissioner King. Commissioner King stated Mr. Michael Black is a reggae headliner and the cost is \$3,000.00 total for him to perform at Sounds of the Caribbean in cooperation with Ms. Hayes. Discussion from Commissioner Johnson and Commissioner Neal that is not a Foss Park District event and this was not part of the original conversation. Commissioner King stated Mr. Black will bring people to Foss Park District and will bring a crowd and create revenue.
7. Wiilcom proposal – routers all locations and hotspots at Golf Course: Business Manager. Mr. Skof submitted proposal to improve WIFI and the new phone system.
8. Playground removal proposal – Foss Park: Executive Director – duplicate item.
9. OSLAD/LWCF 2023 Grant application: application due August 2023.
10. Community Days – Waiver authorizing La Canoa Waukegan to sell alcohol on Foss Park District grounds: Commissioner King. Attorney Megan Mack stated there is no conflict of interest with Commissioner Wyatt leading discussion per Lake County State’s Attorney. Mayor Leon Rockingham Jr. spoke to the partnership of the City of North Chicago, Foss Park District and District #187 in Community Days over several years and letter received with requests from the City to the Foss Park District. He continued La Canoa would like to sell alcohol

during Community Days and it would be on Foss Park District property of the grounds. Commissioner Hawthorn asked what the sales will do and Mayor Rockingham stated just an extra addition to the event and La Canoa was asked to get more groups involved. Commissioner Wyatt asked about waiving Foss Park District business license fees and Mayor Rockingham stated he would bring that to City Council. Commissioner Neal stated one has nothing to do with the other. Commissioner Johnson agreed and he just saw the letter the day before.

11. Board Handbook Update: Commissioner Wyatt. No questions/discussion.

12. Travel Policy Update: Commissioner Wyatt. Commissioner Wyatt stated this has the updated policies suggested.

13. Whistleblower Policy: Commissioner Wyatt and Attorney Mack. Commissioner Wyatt stated the changes necessary are updated names for insurance carrier, IT Company and attorney.

14. Andrew Gadsden: Mr. Gadsden requested to hold an event in Foss Park (no date at this time) entitled Big Drew's Experience that would have vendors, entertainment, bouncy houses, food, special recreation, etc. He is requesting \$5,500.00 - \$6,500.00 in funding for the event.

COMMITTEE/STAFF REPORTS

1. Business Office

a. Director report: Ms. Cowart report: submitted written report with updates through emails.

b. Business Manager report: Mr. Skof report: summary of submitted written report.

2. Parks

a. Superintendent of Grounds: Mr. Winter report: Mr. Winter reported painting of stones is being completed in the parks and the swings near the North Shelter in Foss Park will be installed once the safety bumpers and materials are installed. Mr. Jon Shabica spoke about going over a list on the beach master plan to itemize priorities.

2. Golf

a. Manager/Golf Pro report: Mr. Monroe report: Mr. Monroe stated the 24 carts down are being repaired and a new EZ Go proposal has been submitted. He continued there are two big golf outings next week. Commissioner Johnson stated Yamaha needs to be pressured on carts. Commissioner Wyatt asked what is being done to do better than the past two years financially. Mr. Monroe stated additional costs for cart repair contributed to excess spending, adding a caddy rate for play may bring in new revenue and the possibility of eliminating online sales. He finished by saying new carts could increase play.

3. Recreation

a. Superintendent of Recreation report: summary of submitted written report. Ms. Johnson stated the parks will remain open throughout the end of September and she is working on the carnival quotes.

CITIZEN COMMENTS

Bryan Oglesby: Mr. Oglesby stated good questions were asked and likes how the Board is working together. He stated he is working on a new logo and there is new method for imprinting the logo.

Alderman Carl Evans: Alderman Evans stated that entities should work together and sometimes things have to change to make things happen.

Cassius Callahan: Mr. Callahan asked for help with funding for the Flames Football program and is working to bring the program back. Mr. Callahan was instructed to submit a written request.

ADJOURNMENT

Commissioner Wyatt stands the meeting adjourned with no objections at 7:20 pm.

This record is not verbatim.

Respectfully Submitted,
Kari Cowart, Board Secretary

**Foss Park District
Regular Meeting Minutes
July 19, 2023**

CALL TO ORDER: Commissioner Wyatt called the meeting to order at 7:27 pm.

ROLL CALL:

Board members present: Commissioner Carmecia Hawthorn, Commissioner Johnny Johnson, Commissioner Donna King, Commissioner Kingston Neal and Commissioner Vance Wyatt.

Board members absent: None.

PLEDGE OF ALLEGIANCE waived as recited in the Committee Meeting.

1. MINUTES: Commissioner Neal motions to postpone approval of Budget & Appropriation Hearing, Committee Meeting and Regular Meeting (06/21/2023) and Special Meeting (06/28/2023). Second by Commissioner King.

Aye: Commissioner Hawthorn, Commissioner Johnson, Commissioner King, Commissioner Neal and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

2. BILLS: Commissioner King motions to approve monthly bills: invoices paid (06/16/2023-07/13/2023): \$115,900.20, invoices due \$109,739.82, invoices to be paid by credit card at approximate \$9,351.83 and first of the month bills (August) – approximate: \$10,850.00 as presented. Second by Commissioner Johnson

Aye: Commissioner Hawthorn, Commissioner Johnson, Commissioner King, Commissioner Neal and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

3. PAYROLL: Commissioner King motions to approve monthly payroll of \$99,097.80 as presented. Second by Commissioner Hawthorn.

Aye: Commissioner Hawthorn, Commissioner Johnson, Commissioner King, Commissioner Neal and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

4. PETTY CASH REPORTS: Commissioner King motions to approve \$26.10 (Business Office) as presented. Second by Commissioner Neal.

Aye: Commissioner Hawthorn, Commissioner Johnson, Commissioner King, Commissioner Neal and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

5. FINANCE REPORTS: Commissioner King motions to approve finance reports and Commissioner Reports as present. Second by Commissioner Neal.

Aye: Commissioner Hawthorn, Commissioner Johnson, Commissioner King, Commissioner Neal and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

6. COMMISSIONER REPORTS:

FINANCE: COMMISSIONER WYATT: as presented in the Committee Meeting.

GOLF: COMMISSIONER JOHNSON: as presented in the Committee Meeting.

PARKS: COMMISSIONER LITTLE: as presented in Committee Meeting.

RECREATION: COMMISSIONER KING: as presented in the Committee Meeting.

See above.

7. UNFINISHED BUSINESS:

8. NEW BUSINESS:

1. Approval: Resolution for renaming Latchkey Room to the Elmer Smith Latchkey Room
Commissioner King motions to approve Resolution for renaming Latchkey Room to the Elmer Smith Latchkey Room. Second by Commissioner Johnson.

Aye: Commissioner Hawthorn, Commissioner Johnson, Commissioner King, Commissioner Neal and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

2. Approval: Youth Build donation
Commissioner King motions to approve Youth Build donation of \$1,000.00. Second by Commissioner Johnson.

Aye: Commissioner Hawthorn, Commissioner Johnson, Commissioner King, Commissioner Neal and Commissioner Wyatt.

Nay: None.

Abstain: None.

Absent: None.

MOTION CARRIES

3. Approval: Convert part-time to Full time child care position
Commissioner King motions to approve convert part-time to Full time child care position. Second by Commissioner Hawthorn.

Aye: Commissioner Hawthorn, Commissioner King, Commissioner Neal and Commissioner Wyatt.

Nay: Commissioner Johnson.

Abstain: None.

Absent: None.

MOTION CARRIES

4. Approval: Auto signature – Harris Computers
Commissioner King motions to approve Auto signature – Harris Computers. Second by Commissioner Hawthorn.
Aye: Commissioner Hawthorn, Commissioner Johnson, Commissioner King, Commissioner Neal and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: None. MOTION CARRIES

5. Approval: Michael Black – Sounds of the Caribbean
Commissioner King motions to approve Michael Black – Sounds of the Caribbean. Second by Commissioner Hawthorn.
Aye: Commissioner Hawthorn, Commissioner King, and Commissioner Wyatt.
Nay: Commissioner Johnson and Commissioner Neal.
Abstain: None.
Absent: None. MOTION CARRIES

6. Approval: Willcom proposal for replacing Routers and Hotspots
Commissioner King motions to approve Willcom proposal for replacing Routers and Hotspots. Second by Commissioner Hawthorn.
Aye: Commissioner Hawthorn, Commissioner Johnson, Commissioner King, Commissioner Neal and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: None. MOTION CARRIES

7. Approval: Foss Park playground removal
Commissioner King motions to approve Foss Park playground removal. Second by Commissioner Hawthorn.
Aye: Commissioner Hawthorn, Commissioner Johnson, Commissioner King, Commissioner Neal and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: None. MOTION CARRIES

8. Approval: Authorize Staff to Request for Proposal for Foss Park Bathroom Remodel
Commissioner King motions to approve Authorize Staff to Request for Proposal for Foss Park Bathroom Remodel. Second by Commissioner Hawthorn.
Aye: Commissioner Hawthorn, Commissioner Johnson, Commissioner King, Commissioner Neal and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: None. MOTION CARRIES

9. Approval: OSLAD/LWCF 2023 Grant application
Commissioner King motions to approve OSLAD/LWCF 2023 Grant application. Second by Commissioner Neal.
Aye: Commissioner Hawthorn, Commissioner Johnson, Commissioner King, Commissioner Neal and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: None. MOTION CARRIES
10. Approval: Community Days – Waiver authorizing La Canoa Waukegan to sell alcohol on Foss Park District grounds
Commissioner Hawthorn motions to approve Community Days – Waiver authorizing La Canoa Waukegan to sell alcohol on Foss Park District grounds. Second by Commissioner Johnson.
Aye: Commissioner Hawthorn, Commissioner Johnson, Commissioner King, Commissioner Neal and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: None. MOTION CARRIES
11. Approval: Board Handbook Update
Commissioner King motions to approve Board Handbook Update. Second by Commissioner Neal.
Aye: Commissioner Hawthorn, Commissioner Johnson, Commissioner King, Commissioner Neal and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: None. MOTION CARRIES
12. Approval: Travel Policy Update
Commissioner Hawthorn motions to approve Travel Policy Update. Second by Commissioner King.
Aye: Commissioner Hawthorn, Commissioner Johnson, Commissioner King, Commissioner Neal and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: None. MOTION CARRIES
13. Approval: Whistleblower Policy
Commissioner King motions to approve Whistleblower Policy. Second by Commissioner Hawthorn.
Aye: Commissioner Hawthorn, Commissioner Johnson, Commissioner King, Commissioner Neal and Commissioner Wyatt.
Nay: None.
Abstain: None.
Absent: None. MOTION CARRIES

9. CITIZEN COMMENTS:

None.

10. ADJOURNMENT:

Commissioner Wyatt stands the meeting adjourned with no objections at 7:34 pm.

This record is not verbatim.

Respectfully Submitted,
Kari Cowart, Board Secretary