

**Vernon Hills Park District  
Minutes of the Regular Board Meeting  
August 28, 2008 – 6:00 pm**

1. **Call to Order.** The regular meeting of the Vernon Hills Board of Park Commissioners was called to order by President Doerhoefer at 6:10 pm at the Laschen Community Center, 294 Evergreen Drive, Vernon Hills.
2. **Pledge of Allegiance.** President Doerhoefer led the Pledge of Allegiance.
3. **Roll Call.** Present: Commissioners Ballowe, Peterson, Sente, and Doerhoefer. Absent: Commissioner Meline. Staff –Larry DeGraaf, Marla Pineiro, Orin Main, Tom Ritter, Cheryl Baron, and Ruth Horndasch.
4. **Omnibus Vote Agenda**
  - A. **Minutes of the Regular Meeting of July 31, 2008**
  - B. **Minutes of the Special Board Meeting of July 31, 2008**
  - C. **Payables (less Grainger) & Payroll through August 28, 2008 in the amount of \$518,825.98**
  - D. **Approval of Closed Session Minutes of January 31, February 28, March 27, May 22, and June 9, 2008 and Their Release for the Public**
  - E. **Destruction of Audio Tapes for the Closes Sessions of July 28, October 27, and November 30, 2005; January 19, February 4, June 22, July 20, August 24, September 21, October 26, November 30 and December 21, 2006**
  - F. **Resolutions 5-08 & 6-08, Closure of IMRF & Social Security Funds**

President Doerhoefer announced that item 4F would be removed from the Omnibus Vote Agenda. Motion by Commissioner Ballowe to approve items A - E of the Omnibus Vote Agenda. Second by Commissioner Sente.

Ayes: Commissioners Peterson, Sente, Ballowe, and Doerhoefer  
Nays: None                      Absent and Not Voting: Commissioner Meline                      Motion carries
5. **Welcome to Visitors and Guests - Public Comment Period** – No visitors or guests present.
6. **Financial Reports for the Period Ending July 31, 2008** - Financial reports were accepted for file and audit.
7. **Reports/Communication**
  - A. **Executive Director – Larry DeGraaf** – Report attached.
  - B. **Finance & HR Superintendent – Marla Pineiro** – Report attached.
  - C. **Recreation Superintendent – Tom Ritter** – Report attached.
  - D. **Parks Superintendent – Orin Main** – Report attached.
  - E. **Communications Manager – Cheryl Baron** – Report attached.
  - F. **Commissioner/Committee Reports and Communications** –
    - 1) **Park District/Village Liaison Committee – Commissioner Sente** – No report. Continuing to work with the Village to set a date in October.
    - 2) **Park District Environmental Committee Liaison – Commissioner Sente** – Reported that America Recycles Day is November 15. The committee will also be putting together a recycling guide and that a representative from Recycle America will present at the September Full Time Staff Meeting. Commissioner Sente also requested that the District consider adding additional recycling receptacles at Deerpath Park.
    - 3) **Park District/Hawthorn School District 73 Liaison Committee – Commissioner Meline** – No report.

**G. Board Correspondence** – The District received 3 letters this month. The first was a thank you letter from former Commissioner Garvanian thanking the Board for the recent park dedication in her name. Former Commissioner Garvanian expressed her sincere gratitude to everyone involved. The second letter is from the SRACLC thanking the Park District for donating \$232.00 from the 7<sup>th</sup> Annual Hole-in-One Event at Summer Celebration. The third letter is from MUSCO Lighting congratulating the Park District for being nominated as a 2008 Gold Medal Finalist.

**8. New Business**

**A. Bid approval, Deerpath Park Five Acres Field Improvements**

Executive Director DeGraaf gave a brief summary for the Board describing the proposed improvements to the Deerpath Five Acre Site and provided visual aids to further demonstrate the scope of work to be done.

Motion by Commissioner Sente to accept the base bid from Heights Landscaping but delete line item “Seed and Blanket Restoration” for the Deerpath Park Five Acres Field Improvements in the amount of \$41,769.77. Second by Commissioner Ballowe.

Ayes: Commissioners Peterson, Sente, Ballowe, and Doerhoefer.

Nays: None                      Absent and Not Voting: Commissioner Meline                      Motion carries.

**B. Summer Celebration Grounds – Damage Costs for Repairs**

Executive Director DeGraaf provided the Board with a brief summary of repair costs to the Summer Celebration grounds at Century Park to date as well as projected costs for completing the restoration of the site.

**C. Environmental Action Item** – No action item.

**D. Proposed Affiliate Agreement with the VH Cougars Youth Athletic Association**

Executive Director DeGraaf explained that the proposed VHCYAA affiliate renewal agreement was a draft and staff are currently working on answering and addressing remaining District concerns and provisions for the VHCYAA transfer of ownership and responsibility of the baseball/softball in-house program. Executive Director DeGraaf also stated that most of the outstanding issues are related to maintenance costs. After an extensive discussion by the Board, the consensus is to conduct criminal background checks for volunteers initially and every other year, to manage field scheduling to the best advantage to both parties, that maintenance should be shared and to conduct further research into maintenance practices of other Districts with affiliates, and to have the District attorney review the documents. The Board will also forward any additional comments and suggestions to Executive Director DeGraaf by September 4, 2008 who will then forward to the attorney and the VHCYAA.

**E. Splashpad Budget**

President Doerhoefer reviewed for the Board the budget that had been previously approved for the Splashpad project. Executive Director DeGraaf gave the Board a brief description of the proposed plans from PHN Architects dated August 25, 2008. Executive Director furthered that staff was dissatisfied with the plans and would like to get other Splashpad proposals with more play value.

**F. Changes in Board Meeting Dates for September, October, and November 2008**

Motion by Commissioner Peterson to change the September 18, 2008 Board meeting date to September 17, 2008 and change October 23, 2008 Board meeting date to October 22, 2008 with the November Board meeting date not changing. Second by Commissioner Sente.

Ayes: Commissioners Sente, Peterson, Ballowe, and Doerhoefer.

Nays: None                      Absent and Not Voting: Commissioner Meline                      Motion carries.

**G. W.W. Grainger Invoices Payable** – No W.W. Grainger invoices for payment.

**9. Closed Session to Discuss the Performance of an Employee Pursuant to Sections 2(c)(1) of the Illinois Open Meetings Act.** President Doerhoefer at 7:16 pm announced that the Board would recess and adjourn to Closed Session for the purpose of Discussing the Performance of an Employee Pursuant to Section 2(c)(1) of the Illinois Open Meetings Act. Motion by Commissioner Sente to go into Closed Session. Second by Commissioner Peterson.

Ayes: Commissioners Sente, Ballowe, Peterson, and Doerhoefer

Nays: None

Absent and Not Voting: Commissioner Meline

Motion carries

**10.** The Board came out of Closed Session at 8:15pm and returned to Open Session at 8:16pm. President Doerhoefer stated that no action will be taken at this time on matters discussed in Closed Session.

**11. Adjournment**

Upon proper motion and second, the Board voted unanimously to adjourn the meeting at 8:17pm.

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Larry A. DeGraaf, Board Secretary