

**Vernon Hills Park District  
Minutes of the Regular Board Meeting  
January 21, 2010 - 6:00 pm**

1. **Call to Order.** The Regular Meeting of the Vernon Hills Board of Park Commissioners was called to order by President Ballowe at 6:06pm at the Laschen Community Center, 294 Evergreen Drive, Vernon Hills.
  2. **Roll Call.** Present: Commissioners Kessler, Robbins, Meline, Doerhoefer and Ballowe. Staff –Jeff Fougrousse, Marla Pineiro, Tom Ritter, Orin Main, Cheryl Baron, and Ruth Horndasch.
  3. **Pledge of Allegiance.** President Ballowe led the Pledge of Allegiance.
  4. **Omnibus Vote Agenda**
    - A. **Minutes of the Regular and Special Board Meetings of December 17, 2009.**
    - B. **Payables (less Grainger) & Payroll through January 21, 2010 in the amount of \$271,639.05**  
Motion by Commissioner Robbins to approve items A & B of the Omnibus Vote Agenda. Second by Commissioner Meline.  
Ayes: Commissioners Kessler, Meline, Robbins, Doerhoefer and Ballowe  
Nays: None                      Motion carries
  5. **Welcome to Visitors and Guests - Public Comment Period** – No residents in attendance.
  6. **Financial Reports for the Period Ending Dec. 31, 2009** - Financial reports were accepted for file and audit.
  7. **Reports/Communication**
    - A. **Executive Director– Jeff Fougrousse** – Report attached.
    - B. **Finance and 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 – Commissioners Ballowe** – No report.
      - 2) **Park District/ School Dist. 73 Liaison Committee – Commissioner Meline** – No report.
    - G. **Board Correspondence**  
President Ballowe stated that a letter was received along with certificates of appreciation from the Marine Corps Toys for Tots Foundation thanking the Park District for participating in the Toys for Tots 2009 program.
  8. **New Business**
    - A. **2010, 2011, 2012 Landscape Maintenance Bid Approval**  
Executive Director Fougrousse stated that a Legal Ad was placed in a local newspaper on December 31, 2009 to solicit bids for the District 2010, 2011, 2012 Landscape Maintenance. Seven bid packages were sent to prospective bidders and another 14 prospective bidders picked up bid packets. Staff recommends accepting the low bid of \$106,096.00 from Balanced Environments. Motion by Commissioner Robbins to approve the low bid from Balanced Environments in the amount of \$106,096.00 for the 2010, 2011, 2012 Landscape Maintenance Bid. Second by Commissioner Kessler.  
Ayes: Commissioners Doerhoefer, Robbins, Kessler, Meline and Ballowe.  
Nays: None                      Motion carries
- Minutes of January 21, 2010                      Page 1 of 3

**B. Procurement Policy Approval**

Executive Director Fougousse outlined the new District Procurement Policy for the Board. Motion by Commissioner Robbins to approve the District Procurement Policy. Second by Commissioner Kessler.

Ayes: Commissioners Meline, Robbins, Kessler, Doerhoefer and Ballowe.

Nays: None Motion carries

**C. Anti-Nepotism Policy – Revision Approval**

Executive Director Fougousse reviewed the revisions to the Anti-Nepotism Policy for the Board.

Motion by Commissioner Robbins to approve the revised Anti-Nepotism Policy. Second by Commissioner Doerhoefer.

Ayes: Commissioners Kessler, Meline, Doerhoefer, Robbins and Ballowe

Nays: None Motion carries

**D. Freedom of Information Act – Officer Approval**

Motion by Commissioner Doerhoefer to approve Executive Director Fougousse as the official Freedom of Information Act (FIOA) official and Ruth Horndasch as the FIOA Designee. Second by Commissioner Robbins.

Ayes: Commissioners Robbins, Doerhoefer, Meline, Kessler and Ballowe

Nays: None Motion carries

**E. W.W. Grainger Invoices Payable**

Motion by Commissioner Kessler to approve the W.W. Grainger invoices in the amount of \$603.34. Second by Commissioner Robbins.

Ayes: Commissioners Robbins, Kessler, Meline and Ballowe. Abstention: Commissioner Doerhoefer

Nays: None Motion carries.

**9. Commissioner Comments**

**A. Commissioner Ballowe** – No comment.

**B. Commissioner Doerhoefer** – No comment.

**C. Commissioner Meline** – No comment.

**D. Commissioner Robbins** – No comment.

**E. Commissioner Kessler** – No comment.

**10. Closed Session for the Purpose of Discussing the Performance of an Employee and Possible Litigation, Pursuant to Section 2(c)(1) and 2(c)(11) of the Illinois Open Meeting Act, Respectively.**

At 6:30pm, President Ballowe announced that the Board and Executive Director Fougousse would recess and adjourn to Closed Session for the purpose of Discussing the Performance of an Employee and Possible Litigation, Pursuant to Section 2(c)(1) and 2(c)(11) of the Illinois Open Meetings Act, Respectively. Motion by Commissioner Robbins to go into Closed Session. Second by Commissioner Kessler.

Ayes: Commissioners Kessler, Robbins, Meline, Doerhoefer and Ballowe

Nays: None Motion carries

11. The Board and Executive Director Fougrousse came out of Closed Session at 7:37 p.m. and returned to Open Session at 7:39 p.m. President Ballowe stated that no action was taken at this time on matters discussed in Closed Session.
12. Upon proper motion and second, the Board voted unanimously to adjourn the meeting at 7:41 p.m.

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Jeff Fougrousse, Park Board Secretary

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James E. Ballowe, Park Board President