

**Vernon Hills Park District
Minutes of the Regular Board Meeting
March 24, 2011 – 6:30p.m.**

1. **Call to Order.** The Regular Meeting of the Vernon Hills Board of Park Commissioners was called to order by President Ballowe at 6:34p.m. at the Laschen Community Center, 294 Evergreen Drive, Vernon Hills.
2. **Roll Call.** Present: Commissioners Doerhoefer, Meline, Kessler, Robbins and Ballowe. Staff –Jeff Fougerousse, Orin Main, Tom Ritter, Cheryl Baron and Cathy Marcangelo. Others present – John Buckner of SRALC, Dan Dalziel of 3D Design, Greg Gruen of Manhard Consulting. Absent: Marla Pineiro.
3. **Pledge of Allegiance.** President Ballowe led the Pledge of Allegiance.
4. **Omnibus Vote Agenda**
 - A. **Minutes of the Regular Board Meeting of February 24, 2011**
 - B. **Payables (less Grainger) & Payroll through February 24, 2011 in the amount of \$452,656.88**

Motion by Commissioner Doerhoefer to approve items A & B of the Omnibus Vote Agenda. Second by Commissioner Kessler.

Ayes: Commissioners Meline, Robbins, Kessler, Doerhoefer and Ballowe
Nays: None Motion carries.
5. **Welcome to Visitors and Guests - Public Comment Period** – No Public Comments.
6. **Financial Reports for the Period Ending February 28, 2011** - Financial reports were accepted for file and audit.
7. **Reports/Communication**
 - A. **Executive Director– Jeff Fougerousse** – Report attached. In addition, Executive Director Fougerousse encouraged residents to vote for the Park Board in the upcoming election on April 5th. He also congratulated Marla Pineiro for being elected to the Park District Risk Management Association’s (PDRMA) Board of Directors. Executive Director Fougerousse also informed the Board that Diamond Lake School District #75 is looking at discontinuing their after school programs, primarily their sports programs, and our District will be looking into coordinating efforts with the Mundelein Park District to provide some of these programs.
 - B. **Finance and HR Superintendent – Marla Pineiro** – No written report was submitted this month.
 - C. **Recreation Superintendent – Tom Ritter** – Report attached. In addition, Superintendent Ritter advised residents that the District we will be having a Public Form on Recreation on Monday, April 11th, at 7:00pm, at the Sullivan Community Center. Recreation staff will be providing details about what the District offers and upcoming events and programs. This will be a great opportunity for residents to share ideas for new programs or events which they would like to see offered by the District.
 - 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 & Doerhoefer**–No report.
 - 2) **Park District/ School Dist. 73 Liaison Committee – Commissioner Meline** – No report.
 - G. **Board Correspondence** – No Board Correspondence.

8. Unfinished Business – No unfinished business.

9. New Business

A. Special Recreation Association of Central Lake County (SRACLCLC) Update

John Buckner of the Special Recreation Association of Central Lake County (SRACLCLC) thanked the Vernon Hills Park District for their support and partnership. John gave an update on the status of the SRACLCLC and announced that their financial situation is very strong and overall participation in programs has increased. John stated the SRACLCLC is currently working on the Distinguished Accreditation Program. He added that next year could present some challenges due to notification from the Village of Lincolnshire that they will be withdrawing from the program effective April 30, 2012. John provided information on three of their fundraising events which are coming up and concluded by again thanking the Vernon Hills Park District for all of their support.

B. SRACLCLC Articles of Agreement

President Ballowe asked for a motion to approve the amended Articles of Agreement of the Special Recreation Association of Central Lake County.

Motion by Commissioner Meline to approve the amended Articles of Agreement of the Special Recreation Association of Central Lake County. Second by Commissioner Doerhoefer.

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

Nays: None Motion carries.

C. Century Park Update

Dan Dalziel of 3D Design Company gave an update on the Century Park renovations. Dan informed the Board that the wet weather and high water level of the lake has caused a bit of a slow down, but the contractor has been able to continue working. Dan highlighted areas of the project which have been started or completed. Dan added that the plan is currently over budget, but with some minor changes and refinements savings have been identified. Executive Director Fougousse added that a local Eagle Scout participant will be constructing the bird houses which will be installed.

D. Deerpath Park/Kelli Garvanian Park Draft Easement Agreement Soil Boring Request.

Greg Gruen of Manhard Consulting gave an update on the Easement Agreement and Soil Boring Request at Deerpath Park and Kelli Garvanian Park. Per the agreement, the County will repair and refinish the entire path, will implement a detour plan during the project, post signage and notify residents in the surrounding the area. Greg did assure the Board that both parks would be accessible throughout the project. The project is estimated to take 12 weeks to complete and is scheduled to begin in August and conclude in October 2011. Attorney, Charlene Holtz did give a recommendation to vote on the agreement pending legal approval and subject to President Ballowe's approval.

Motion by Commissioner Meline to approve Manhard Consulting's Draft Easement Agreement and Soil Boring Request at Deerpath Park and Kelli Garvanian Park. Second by Commissioner Robbins.

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

Nays: None Motion carries.

E. Confined Space Policy

President Ballowe asked for a motion to approve the Confined Space Policy

Motion by Commissioner Doerhoefer to approve the Confined Space Policy. Second by Commissioner Kessler.

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

Nays: None Motion carries.

F. Appendix B – Crisis Management Plan

President Ballowe asked for a motion to approve Appendix B of the Crisis Management Plan.
Motion by Commissioner Doerhoefer to approve Appendix B of the Crisis Management Plan. Second by Commissioner Meline.

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

Nays: None Motion carries.

G. Approval of Century Park usage for July 4, 2011

Motion by Commissioner Meline to approve the Village of Vernon Hills request for usage of Century Park on July 4, 2011. Second by Commissioner Kessler.

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

Nays: None Motion carries.

H. Approval of Century Park usage for Summer Celebration

Motion by Commissioner Kessler to approve the Village of Vernon Hills request for usage of Century Park for Summer Celebration July 14 – 17, 2011. Second by Commissioner Robbins.

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

Nays: None Motion carries.

I. W.W. Grainger Invoices Payable

Motion by Commissioner Robbins to approve the W.W. Grainger invoices in the amount of \$231.14. Second by Commissioner Kessler.

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

Nays: None Motion carries.

10. 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.

13. Adjournment

Upon proper motion and second, the Board voted unanimously to adjourn the meeting at 7:31p.m.

Jeff Fougerousse, Park Board Secretary

James E. Ballowe, Park Board President