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Vernon Hills Park District  
Board of Park Commissioners  
Regular Board Meeting Minutes  
April 27, 2017 – 6:30p.m.

Motion by Commissioner Ballowe to appoint Vice President Kessler as President Pro-tem.  
Second by Commissioner Robbins.

Vote to appoint Vice President Kessler as President Pro-tem.

Ayes: Commissioner Ballowe, Robbins, Kessler.

Nays: None. Motion Carries.

1. Call to Order and Roll Call

The regular meeting of the Vernon Hills Board of Park Commissioners was called to order by President Pro-tem Kessler at 6:31 p.m. at 635 N. Aspen Drive, Vernon Hills.

Roll Call-

Present: Commissioners Robbins, Ballowe, Kessler. Staff: Jeff Fougerousse, Marla DeCicco, Tom Ritter, James Kim, Cheryl Buhmann, Amy Darling.

Guest Present: Sandy Robbins.

Absent: Commissioner Meline.

Commissioner Doerhoefer arrived at 6:59 p.m.

2. Pledge of Allegiance - President Pro-tem Kessler led the Pledge of Allegiance.

President Pro-tem Kessler announced that a change to the Agenda would take place.

New Business Item B- Certified Election Results would precede the Omnibus Vote Agenda.

Commissioner Robbins jointed Secretary Jeff Fougerousse at the podium whereby Secretary Fougerousse administered the Oath of Office of Park Board Commissioner.

3. Omnibus Vote Agenda – Items under the Omnibus Vote Agenda are considered routine and/or non-controversial and will be approved by one motion. If a separate vote on any one item is desired, it will be pulled from the Omnibus Vote Agenda and voted on separately.

A. Minutes of the Special Board Meeting March 23, 2017

B. Minutes of the Regular Board Meeting March 23, 2017

C. Minutes of the Closed Session March 23, 2017

D. Payables (less Grainger) & Payroll through April 27, 2017 in the amount of \$895,983.44.

President Pro-tem Kessler asked for a motion to approve items on the Omnibus Agenda.

Motion by Commissioner Robbins to approve items on the Omnibus Vote Agenda.

Second by Commissioner Ballowe.

Vote to approve items on the Omnibus Vote Agenda.

Ayes: Commissioner Ballowe, Robbins, Kessler.



Sullivan Community Center 635 N. Aspen Drive · Vernon Hills, IL 60061 · Phone 847-996-6800 · Fax 847-996-6801

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Maintenance Facility 1400 Indianwood Drive · Vernon Hills, IL 60061 · Phone 847-362-0920 · Fax 847-362-3618

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Nays: None. Motion Carries

4. Welcome to Visitors and Guests - Public Comment Period
5. Financial Reports for the Period Ending February 28, 2017  
Financial Reports for the Period Ending March 31, 2017

President Pro-tem Kessler confirmed that there are no changes to the financial reports and that they are on file.

6. Reports and Communication
  - A. Executive Director- Jeff Fougerousse-report attached. In addition, Jeff thanked Commissioners Robbins and Doerhoefer for their continued support of the District.
  - B. Finance and HR Superintendent- Marla DeCicco –report attached.
  - C. Recreation Superintendent- Tom Ritter –report attached. In addition, Tom announced that the Recycle A Rama will take place on May 20 in the Sears parking lot at Hawthorn Mall. The collection will be held from 9:00 a.m. – 12:00 noon. A latex paint collection site has been added this year. Fees for latex paint drop off will range from \$1.00-\$3.00 based on container size. Paper shredding will be made available courtesy of State Representative Carol Sente. Tom announced that entertainment for 2017 Ribfest has been secured. Artists Lurrie Bell and the Danielle Nicole Band will be headlining the festival. Jeff acknowledged Jessica Mitchell for her work in securing sponsorship funds for the festival that already exceed the prior year.
  - D. Parks Superintendent- James Kim-report attached. James reported that the Environmental Day Event was well received by the community and anticipated that over 325 participants were in attendance. James extended a special thank you to the sponsors supported the event.
  - E. Marketing & Communications Manager- Cheryl Buhmann- reported attached. In addition, Cheryl reported that the District has posted summer job opportunities on social media feeds. Ribfest will be featured in the May 7<sup>th</sup> pullout section of the Daily Herald.
  - F. Lakeview Facility Manager – Mark Purcell- report attached.
  - G. Commissioner/Committee Reports and Communications-none.
  - H. Board Correspondence-none.
7. Unfinished Business –none.
8. New Business
  - A. Executive Director Work Plan

President Pro-tem Kessler asked for a motion to approve the 2017/2018 Executive Director Work Plan.

Motion by Commissioner Ballowe to approve the 2017/2018 Executive Director Work Plan.

Second by Commissioner Robbins.

Vote to approve the 2017/2018 Executive Director Workplan.

Ayes: Commissioner Robbins, Ballowe, Kessler.

Nays: None. Motion Carries



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C. Surplus Equipment Ordinance 4-17

President Pro-tem Kessler asked for a motion to approve Surplus Equipment Ordinance 4-17.

Motion by Commissioner Ballowe to approve Ordinance 4-17.

Second by Commissioner Robbins.

Discussion: Commissioner Ballowe asked for clarification on the life cycles of the equipment. James Kim explained that each piece of equipment listed as surplus had an extenuating circumstance that prevented a longer period of use. Mechanical problems, vehicle damage and trade in value were all factored into a shorter than expected life cycle. James further explained that most surplus items would be put to auction for bid, with a minimum bid amount being determined using Kelly Blue Book and assessed values. Some items would be made available for private sale using the same assessments. Proceeds from any surplus sales are returned into District operating revenue.

Vote to approve Ordinance 4-17.

Ayes: Commissioner Ballowe, Robbins, Kessler.

Nays: None. Motion Carries

D. W.W. Grainger Invoice Payable

President Pro-tem Kessler asked for a motion to approve Surplus Equipment Ordinance 4-17.

Motion by Commissioner Ballowe to approve Ordinance 4-17.

Second by Commissioner Robbins.

Vote to approve Ordinance 4-17.

Ayes: Commissioner Ballowe, Robbins, Kessler.

Nays: None. Motion Carries

9. Commissioner Comments

A. Commissioner Ballowe -none

B. Commissioner Robbins – Looking forward to starting the new term and working with the Park Commissioners and staff.

C. Commissioner Kessler -none

Commissioner Doerhoefer jointed Secretary Jeff Fougousse at the podium whereby Secretary Fougousse administered the Oath of Office of Park Board Commissioner.



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10. Closed Session under Section 2(c)(6) of the Illinois Open Meetings Act to discuss the setting of a price for sale or lease of property owned by the District.

President Pro-tem Kessler asked for a motion to enter Closed Session under Section 2(c)(6) of the Illinois Open Meetings Act to discuss the setting of a price for sale or lease of property owned by the District.

Motion by Commissioner Robbins.

Second by Commissioner Ballowe.

Discussion: None.

Nays: None. Motion Carries

**11. Action, if any, on Closed Session discussion items**

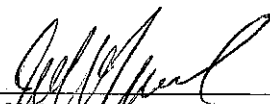
The Commissioners and staff returned to Open Session at 7:17 p.m. President Pro-tem Kessler explained that the Board met in Closed Session to discuss setting a price for Sale or Lease of Property Owned by the District pursuant to section 2(c)(6).

President Pro-tem Kessler facilitated a discussion regarding setting a price for sale or lease of property owned by the District. No action was taken as a result of the discussion.

**12. Adjournment**

Upon proper motion and second the Board voted unanimously to adjourn the meeting at 7:19 p.m.

  
Cindy Kessler, Park Board President Pro-tem

  
Jeff Fougere, Park Board Secretary

