



Vernon Hills Park District
Board of Park Commissioners
Regular Board Meeting Minutes
May 25, 2017

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, Meline

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 6:35 p.m. at 635 N. Aspen Drive, Vernon Hills.

Roll Call:

Present: Commissioners Robbins, Ballowe, Kessler, Meline. Staff: Jeff Fougerousse, Tom Ritter, James Kim, Cheryl Buhmann, Mark Purcell, Amy Darling.

Guests Present: John Buckner, Kathy Paap, Don Hey, Jeff Bard, Mia Polisky

Commissioner Doerhoefer arrived at 7:05 p.m.

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

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.

Items on the Omnibus Agenda for this evening are:

Minutes of the Regular Board Meeting April 27, 2017

Minutes of the Closed Session April 27, 2017

Minutes of the Special Meeting May 3, 2017

Payables (less Grainger) & Payroll through May 25, 2017 in the amount of \$971,453.60

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

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

Second by Commissioner Robbins.

Vote to approve items on the Omnibus Vote Agenda.

Ayes: Commissioner Ballowe, Robbins, Kessler., Meline

Nays: None. Motion Carries

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4. Welcome to Visitors and Guests - Public Comment Period

5. Financial Reports for the Period Ending April 30, 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.
- B. Finance and HR Superintendent – Marla DeCicco-Report attached.
- C. Recreation Superintendent- Tom Ritter-Report attached. In addition, Tom reported that 622 vehicles were counted for the Recycle-A-Rama. He thanked staff for their work as well as Vernon Township, Village of Vernon Hills, Hawthorn Mall and the residents for their support of the event. Tom also introduced Mia Polisky, a University of Missouri student who is interning with the Park District for the summer.
- D. Parks Superintendent- James Kim-Report attached. In addition, James confirmed that the Lakeview Fitness Center members/patrons will not be inconvenienced during the staff office remodeling. James also reported that vendors are scheduled to make presentations on Hawthorn Club Park improvements during the July Regular Board Meeting on July 27. Community meetings will be scheduled in early August.
- E. Marketing & Communications Manager- Cheryl Buhmann-Report attached. In addition, Cheryl reported that there will not be any presale tickets for Ribfest this year. The District has invited the public to submit suggestions for the District Bear Mascot. The deadline to submit a suggestion is June 8.
- F. Lakeview Facility Manager- Mark Purcell-Report attached. In addition, Mark stated that Lakeview Fitness Center will be open on Memorial Day from 7:00 a.m. to 1:00 p.m. Family Aquatic Center Pool Passes may be purchased at Lakeview Fitness Center.
- G. Commissioner/Committee Reports and Communications-None
- H. Board Correspondence - None

7. Unfinished Business -None

8. New Business

- A. SRACLC Update- President Doerhoefer invited John Buckner, Director of SRACLC to the podium. John thanked the Park District Board of Commissioners and staff for their continued support. He presented the 2016 Annual Report and summarized current program and inclusion status for the Association. John also highlighted upcoming fundraising events and summer community involvement. Commissioner Robbins commented that it was good to see that although there was some reduction in participant enrollment, the overall budget was still on track.



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B. Sullivan Woods Presentation- President Doerhoefer invited Kathy Paap and Don Hey from Wetlands Research to the podium. A presentation was made to the Board regarding a Sullivan Woods Wetlands restoration initiative. At the conclusion of the presentation, discussion regarding the expected impact to the community took place. Don and Kathy thanked the Board for their attention to the proposed plan and to James Kim for his assistance in coordinating their efforts to prepare information regarding the current conditions of Sullivan Woods.

C. Agency Administrative Manual Review- Board Policy

President Doerhoefer asked for a motion to approve the Board Policy of the District Administrative Manual.

Motion by Commissioner Kessler to approve items on the Board Policy of the District Administrative Manual.

Second by Commissioner Robbins.

Discussion: Commissioner Ballowe confirmed that the Ethics Ordinance did not need separate approval.

Vote to approve the Board Policy of the District Administrative Manual.

Ayes: Commissioner Meline, Robbins, Kessler, Ballowe, Doerhoefer.

Nays: None. Motion Carries

D. Agency ADA Transition Plan- President Doerhoefer invited any comments or suggestions regarding the ADA Transition Plan. Seeing that no public comments or suggestions were received, President Doerhoefer asked Executive Director Fougousse if he has received any public comments or suggestions related to the Park District ADA Transition Plan. Seeing that no comments or suggestions have been received by Executive Director Fougousse, President Doerhoefer further stated that residents were welcome to contact the Park District thru June 5 with any comments or suggestions related to the ADA Transition Plan.

E. Budget Ordinance 05-17: An Ordinance Making a Combined Annual Budget & Appropriation of Funds for the Vernon Hills Park District for the Fiscal Year Beginning June 1, 2017 and Ending May 31, 2018.

F. President Doerhoefer asked for a motion to approve Ordinance 5-17: An Ordinance Making a Combined Annual Budget & Appropriation of Funds for the Vernon Hills Park District for the Fiscal Year Beginning June 1, 2017 and Ending May 31, 2018.

Motion by Commissioner Robbins to approve Ordinance 5-17.

Second by Commissioner Kessler.

Vote to approve Ordinance 5-17.

Ayes: Commissioner Ballowe, Meline, Kessler, Robbins, Doerhoefer.

Nays: None. Motion Carries.



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G. Resolution 07-17: A Resolution Approving the Terms and Authorizing the Execution of an Intergovernmental Lease Agreement Between Board of Education of Hawthorn Community Consolidated School District No. 73 and Vernon Hills Park District.

Motion by Commissioner Meline to approve Resolution 07-17: A Resolution Approving the Terms and Authorizing the Execution of an Intergovernmental Lease Agreement Between Board of Education of Hawthorn Community Consolidated School District No. 73 and Vernon Hills Park District.

Second by Commissioner Robbins.

Discussion: Commissioner Robbins confirmed that any questions or concerns stated by the District had been addressed in this final version of the document.

Vote to approve Resolution 07-17.

Ayes: Commissioner Kessler, Ballowe, Meline, Robbins, Doerhoefer.

Nays: None. Motion Carries.

H. Election: President and Vice-President

Nomination:

Secretary Fougousse asked for nominations for the election of the Park Board President. Commissioner Robbins nominated Commissioner Doerhoefer for Park Board President.

Secretary Fougousse asked if there are any other nominations to be heard. Seeing that there were no other nominations Secretary Fougousse asked for a motion from the Board to close the nomination of Park Board President. Commissioner Kessler motioned to close the nomination and Commissioner Robbins seconded the motion.

A voice vote for all those in favor of closing nominations for the office of Park Board President was signified so by all Commissioners saying Aye.

Vote:

Secretary Fougousse called for a vote for Commissioner Doerhoefer to be elected as the Park Board President.

Ayes: Commissioner Meline, Robbins, Kessler, Doerhoefer, Ballowe

Nays: None. Vote carries.

Nomination:

Secretary Fougousse asked for nominations for the election of the Park Board Vice President. Commissioner Kessler nominated Commissioner Ballowe for Park Board Vice President.

Secretary Fougousse asked if there are any other nominations to be heard. Seeing that there were no other nominations Secretary Fougousse asked for a motion from the Board to close the nomination of Park Board Vice President. Commissioner Doerhoefer motioned to close the nomination and Commissioner Robbins seconded the motion.

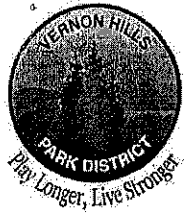


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A voice vote for all those in favor of closing nominations for the office of Park Board Vice President was signified so by all Commissioners saying Aye.

Vote:

Secretary Fougousse called for a vote for Commissioner Ballowe to be elected as the Park Board Vice President.

Ayes: Commissioner Robbins, Ballowe, Meline, Kessler, Doerhoefer

Nays: None. Vote carries.

I. Appointments: Secretary, Treasurer, Attorney

President Doerhoefer asked for a motion to appoint Executive Director Fougousse as the Board Secretary, Superintendent DeCicco as the Board Treasurer and Tressler, LLP as the Board Attorney.

Commissioner Meline motioned for Executive Director Fougousse as Board Secretary, Superintendent DeCicco as Board Treasurer and Tressler, LLP as the Board Attorney. Commissioner Robbins seconded the motion.

President Doerhoefer asked for a roll call to appoint Executive Director Fougousse as Board Secretary, Superintendent DeCicco as the Board Treasurer and Tressler, LLP as the Board Attorney.

Ayes: Commissioner Kessler, Meline, Robbins, Ballowe, Doerhoefer.

Nays: None. Motion carries.

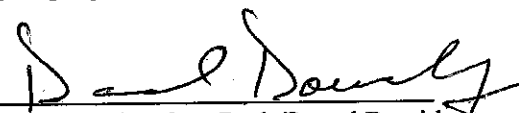
J. Committee Liaison Assignments- President Doerhoefer announced that the Committee Liaison Appointments would be tabled.


9. Commissioner Comments

- A. Commissioner Ballowe-none
- B. Commissioner Meline-none
- C. Commissioner Robbins-none
- D. Commissioner Kessler-none
- E. Commissioner Doerhoefer-none

10. Adjournment

Upon proper motion and second the Board voted unanimously to adjourn the meeting at 8:15 p.m.


David Doerhoefer, Park Board President


Jeff Fougousse, Park Board Secretary

