



**Vernon Hills Park District
Board of Park Commissioners
Regular Board Meeting Minutes**

**February 22, 2018 – 7:00p.m.
635 N. Aspen Drive
Vernon Hills, IL 60061**

Administrative Assistant Amy Darling requested a motion to appoint Vice President Ballowe as President Pro-Tem.

Motion by Commissioner Robbins.
Second by Commissioner Kessler.
Vote to appoint Commissioner Ballowe as President Pro-Tem.
Ayes: Commissioner Meline, Robbins, Ballowe, 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 Vice President Ballowe at 7:00 p.m. at 635 N. Aspen Drive, Vernon Hills, IL 60061.

Present: Commissioners Robbins, Ballowe, Kessler, Meline. Staff: Marla DeCicco, Mark Purcell, James Kim, Cheryl Buhmann, Amy Darling, Tom Ritter, Jessica Mitchell. Absent: President Doerhoefer.

- 2. Pledge of Allegiance-** Vice President Ballowe 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.
- A. Minutes of the Special Board Meeting January 25, 2018
 - B. Minutes of the Regular Board Meeting January 25, 2018
 - C. Payables (less Grainger) & Payroll through February 22, 2018 in the amount of \$675,554.71.

Vice President Ballowe asked for a motion to approve the Omnibus Vote Agenda

Motion by Commissioner Robbins.
Second by Commissioner Kessler.
Vote to approve the Omnibus Vote Agenda.
Ayes: Commissioner Kessler, Ballowe, Meline, Robbins
Nays: None. Motion Carries

4. Welcome to Visitors and Guests - Public Comment Period -none



Sullivan Community Center 635 N. Aspen Drive · Vernon Hills, IL 60061 · Phone 847-996-6800 · Fax 847-996-6801
Lakeview Fitness 700 Lakeview Parkway. · Vernon Hills, IL 60061 · Phone 847-996-6330 · Fax 847-367-5855
Maintenance Facility 1400 Indianwood Drive · Vernon Hills, IL 60061 · Phone 847-362-0920 · Fax 847-362-3618
www.vhparkdistrict.org



5. Financial Reports for the Period Ending January 31, 2018

Vice President Ballowe confirmed that there are no changes to the financial reports and that they are on file.

At this time, Vice President Ballowe announced that item 6 of the agenda – Reports and Communication would be moved to follow New Business.

Vice President Ballowe also announced that New Business item 8D would be pulled from the Agenda.

7. Unfinished Business

a. Sullivan Woods Wetland Restoration Project with Wetlands Research, Inc.

Vice president Ballowe asked for a motion to advance discussions with Wetlands Research, Inc. regarding the Sullivan Woods wetlands restoration proposal.

Motion by Commissioner Meline.

Second by Commissioner Robbins.

Vote to approve the motion to advance discussions with Wetlands Research, Inc. regarding the Sullivan Woods wetland restoration proposal.

Ayes: None

Nays: Commissioner Kessler, Meline, Robbins, Ballowe. Motion Fails

Vice President Ballowe announced that the motion fails by a vote of 0 in favor and 4 opposed. On behalf of the Park District and the Board of Park Commissioners, Vice President Ballowe thanked Kathy Paap and Don Hey for their time and effort on this proposal. The Park Board is not comfortable on which direction it would like to take on this project and as such will no longer be discussing the project.

Commissioner Meline stated that if the board decides to renew interest in the project the community would be given advance notice. At this time, a resident stated that no notice on this meeting had been received. Commissioner Kessler explained that tonight's meeting was a regular board meeting and all public meeting notices are posted on our website. If a special presentation or community project is planned, a postcard mailing may be included.

At this time, Donald Hey asked to address the board. Vice President Ballowe invited Donald to the podium where he thanked the board and citizens of Vernon Hills for entertaining the project.

8. New Business

A. IAPD/IPRA Community Service Awards



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

Lakeview Fitness 700 Lakeview Parkway. • Vernon Hills, IL 60061 • Phone 847-996-6330 • Fax 847-367-5855

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

www.vhparkdistrict.org



Vice President Ballowe invited Jessica Mitchell, Park District Community Relations/Risk Manager to Podium. Jessica presented Community Service Awards to MB Financial and Knauz Auto Group.

Vice President Ballowe invited Tom Ritter, Park District Superintendent to Podium. Tom presented a Community Service Award to Phil Seimbal.

Vice President Ballowe invited Thom Koch, Vernon Hills Village Trustee to Podium. Thom read aloud the proclamation by the Village of Vernon Hills further recognizing Phil Seimbal for his volunteer service to the community.

Vice President Ballowe thanked those who sponsor and volunteer for events in our district.

At this time, New Business Items C, E and F were moved forward.

C. Village of Vernon Hills request to use Century Park for July 4 and Summer Celebration Events

Vice President Ballowe asked for a motion to approve the Village request to use Century Park for July 4 and Summer Celebration Events.

Motion by Commissioner Meline.

Second by Commissioner Kessler.

Vote to approve the Village request to use Century Park for July 4 and Summer Celebration Events.

Ayes: Commissioner Robbins, Meline, Kessler, Ballowe

Nays: None. Motion Carries

E. 2018/2019 Salary Classification Schedule and Merit Recommendation

Vice President Ballowe asked for a motion to approve the 2018/2019 Salary Classification Schedule and Merit Recommendation.

Motion by Commissioner Kessler.

Second by Commissioner Robbins.

Discussion: Commissioner Robbins asked for clarification on what this vote was for. Vice President Ballowe explained that the vote was to approve the proposed 2018/2019 salary classification and merit recommendation.

Vote to approve the 2018/2019 Salary Classification Schedule and Merit Recommendation.

Ayes: Commissioner Kessler, Robbins, Meline, Ballowe.

Nays: None. Motion Carries

F. W.W. Grainger Invoice Payable



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

Lakeview Fitness 700 Lakeview Parkway. • Vernon Hills, IL 60061 • Phone 847-996-6330 • Fax 847-367-5855

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

www.vhparkdistrict.org



Vice President Ballowe asked for a motion to approve the W. W. Grainger Invoice in the amount of \$2,296.57.

Motion by Commissioner Meline.
Second by Commissioner Robbins.
Vote to approve the W.W. Grainger invoice.
Ayes: Commissioner Ballowe, Meline, Kessler, Robbins.
Nays: None. Motion Carries

B. Donnelley Park and Ranney Park Replacement Presentations

Vice President Ballowe stated that playground vendors would be presenting options on new playground equipment for both Donnelley and Ranney Park. In order, presentations were made to the board by:

Rick Bieterman representing Landscape Structures
Doug Oberbroeckling representing Gametime
Margaret Chaidez representing Burke
Lani Chaplik representing Little Tykes

At the conclusion of the presentations, Vice President Ballowe stated that the board would take additional time to review the playground options and make a selection at a later date.

At this time Vice President Ballowe stated that in lieu of the late hour, staff reports would not be made. Tom Ritter, Recreation Superintendent reminded the public of the Craft Beer Event, next Saturday, March 3. The annual Loop the Lakes 5K is scheduled for April 21st. Tom also informed the public that seasonal employment opportunities are now available on the district website.

6. Reports and Communication

- A. Executive Director- Jeff Fougrousse-none
- B. Finance and HR Superintendent- Marla DeCicco –report attached
- C. Recreation Superintendent- Tom Ritter –report attached
- D. Parks Superintendent- James Kim –report attached
- E. Marketing & Communications Manager- Cheryl Buhmann –report attached
- F. Lakeview Facility Supervisor – Mark Purcell-report attached
- G. Commissioner/Committee Reports and Communications-none
- H. Board Correspondence - Vice President Ballowe read aloud a correspondence received from State Representative Carol Sente. Representative Sente congratulates the Vernon Hills Park District for being recognized as an Illinois Distinguished Accredited Agency.



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

Lakeview Fitness 700 Lakeview Parkway. · Vernon Hills, IL 60061 · Phone 847-996-6330 · Fax 847-367-5855

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

www.vhparkdistrict.org

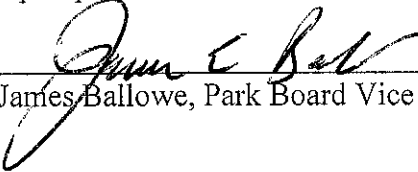


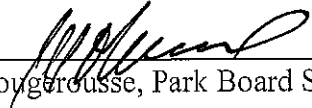
9. Commissioner Comments

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

10. Adjournment

Upon proper motion and second the Board voted unanimously to adjourn the meeting at 8:25 p.m.


James Ballowe, Park Board Vice President


Jeff Fougrouse, Park Board Secretary



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

Lakeview Fitness 700 Lakeview Parkway · Vernon Hills, IL 60061 · Phone 847-996-6330 · Fax 847-367-5855

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

www.vhparkdistrict.org