

Vernon Hills Park District  
Board of Park Commissioners  
Regular Board Meeting Minutes  
February 25, 2016 – 6:30 p.m.

1. Call to Order - The regular meeting of the Vernon Hills Board of Park Commissioners was called to order by President Ballowe at 6:30 p.m. at the Laschen Community Center, 294 Evergreen Drive, Vernon Hills.
2. Roll Call - Present: Commissioners Kessler, Robbins, Ballowe. Staff: Jeff Fougerousse, Marla Pineiro, James Kim, Mark Purcell, Cheryl Baron and Amy Darling. Guests Present: Jessica Mitchell, Attorney Andrew Paine. Commissioner Doerhoefer arrived at 6:35 p.m.
3. Pledge of Allegiance – President Ballowe led the Pledge of Allegiance.
4. 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 Regular Board Meeting January 21, 2016
  - B. Minutes of the Special Meeting January 21, 2016
  - C. Minutes of the Special Meeting February 11, 2016
  - D. Payables (less Grainger) & Payroll through February 25, 2016 - \$764,082.55

President Ballowe asked for a motion to approve items A-D on the Omnibus Agenda

Motion by Commissioner Kessler to approve items A-D of the Omnibus Vote Agenda.

Second by Commissioner Robbins

Vote to approve items A-D of the Omnibus Vote Agenda.

Ayes: Commissioner Robbins, Kessler, Ballowe

Nays: None. Motion Carries

5. Welcome to Visitors and Guests - Public Comment Period

President Ballowe announced that there being no public comments, the Agenda would be modified and New Business Item 8A, Community Service Awards would be presented at this time.

President Ballowe joined Jessica Mitchell and Tom Ritter at the podium.

Jessica Mitchell invited Evelyn Wagoner from Chick fil A to the podium where she recognized their contributions to the Park District. President Ballowe then read aloud and presented the Illinois Association of Park District Community Service Award.

Jessica Mitchell invited Rachel Hartmann from Corner Bakery Café to the podium where she recognized their contributions to the Park District. President Ballowe then read aloud and presented the Illinois Association of Park Districts Community Service Award.

Tom Ritter invited Lou DiNicola and Al Silcroft from the Libertyville Fishing Club to the podium where he recognized their contributions to the Park District. President Ballowe then read aloud and presented the Illinois Association of Park District Community Service Award.

**6. Financial Reports for the Period Ending January 31, 2016**

President Ballowe asked Marla if there are any changes or addition to Financial Reports.

Superintendent Pineiro reported that there are no changes to the financial reports and that they are on file.

**7. Reports and Communication**

- A. Executive Director Jeff Fougrousse- report attached. In addition, Jeff reported that a bid for the Deerpath Park project would be out in approximately three weeks with the hope of being able to make a recommendation to the Park Board at the April meeting. Jeff also thanked the Village of Vernon Hills for their financial support in the amount of \$200,000.00 towards the Kids Castle project.
- B. Finance and HR Superintendent Marla Pineiro – report attached.
- C. Recreation Superintendent Tom Ritter – report attached
- D. Parks Superintendent James Kim – report attached. In addition, James thanked the Park Board and staff for the opportunity to serve as the new Superintendent of Parks. Commissioner Doerhoefer asked if it would be possible to remove the “Future Home of “ section of the Century Park sign at the former OPA site. Century Park is already established and this verbage may be confusing. James will follow up with changes to the signage.
- E. Communications Manager Cheryl Baron- report attached
- F. Lakeview Fitness Facility Supervisor Mark Purcell – report attached
- G. Commissioner/Committee Reports and Communications- none

**8. Unfinished Business - none**

**9. New Business**

- B. Safety & Wellness Update – Jessica Mitchell, Community Relations/Risk Management Coordinator – Jessica Mitchell presented an update on current Safety and Wellness initiatives for the District. Jessica highlighted a new procedure whereby facility safety inspections are now being conducted by multiple staff members instead of only the Parks Department. This ensures that inspections continue to remain comprehensive. Advances in safety inspection reporting have also been made by making the forms available and fillable online. Jessica thanked Randy Clark and Frank Salemme for their efforts in this advance.

Jessica reported on the progress being made in training programs offered to staff. A minimum number of trainings are required by PDRMA and OSHA and the Park District continues to meet or exceed those minimums. Trainings are completed via presentations by Jessica, video or webinar or direct presentation by a speaker. New training programs continue to be developed. Jessica is currently working with Lake County Children's Advocacy Center on a Mandated Reporter training and with the Waukegan Fire Department on a cooperative Bomb Threat training.

Progress continues on required Playground audits and other projects that make up the short and long term goals that the District facilitates during a non Loss Control Review year. The next Loss Control Review for the District will take place in 2018.

On the topic of Wellness, Jessica reported that overall, employee participation continues to rise in Wellness activities. The District was awarded a Wellness Grant for a specific 8 Week Challenge that is currently taking place. Jessica thanked Lacy Velasquez for her assistance in coordinating this Challenge.

Staff is also participating in an annual Biometric Screening as part of the PDRMA Path Program. The PATH Program is an annual program where participants are able to earn points thru healthy diet, exercise, preventive medical care and wellness workshops.

#### C. W.W. Grainger Invoices Payable

President Ballowe asked for a motion to approve the W.W. Grainger invoice in the amount of \$767.33

Motion by Commissioner Robbins to approve the W. W. Grainger Invoice Payable in the amount of \$767.33

Second by Commissioner Kessler

Vote to approve the W. W. Grainger Invoice Payable in the amount of \$767.33

Ayes: Commissioner Kessler, Robbins, Ballowe

Abstention: Commissioner Doerhoefer

Nays: None. Motion Carries

#### 10. Commissioner Comments

- A. Commissioner Ballowe – thank you to the staff for another great Craft Beer Event. Attendance to this event continues to serve as a good reflection of our District events.
- B. Commissioner Robbins – no comment
- C. Commissioner Kessler – the Spring/Summer brochure looks great

D. Commissioner Doerhoefer – the Spring/Summer brochure is exceptionally good. Congratulations to Cheryl on such a professional publication and excellent cover. The new programs are exciting as well.

Jeff Fougerousse acknowledged the recent loss of Vernon Hills Police Officer Andrew Rheintgen. Andrew was often involved in Park District events. The Park District is working toward planting a Memorial Tree in his name.

**11. Closed Session under Section 2 ( C )( 6) The setting of a price for the sale or lease of property owned by the District**

President Ballowe asked for a motion to go into Closed Session to discuss setting of a price for the sale or lease of property owned by the District pursuant to Section 2(c)(6) of the Illinois Open Meetings Act.

Motion by Commissioner Doerhoefer to go into Closed Session.

Second by Commissioner Robbins.

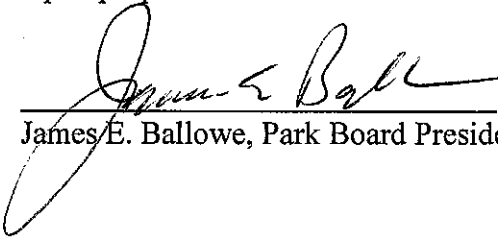
Ayes: Commissioners Kessler, Doerhoefer, Robbins and Ballowe.

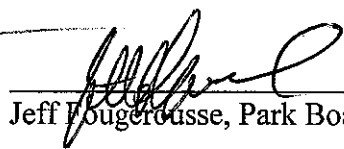
Nay: None. Motion carried.

The Board returned to Open Session at 7:47 p.m. President Ballowe asked for a roll call. Present: Commissioners Kessler, Robbins, Doerhoefer and Ballowe. President Ballowe explained that the Board met in Closed Session under 2(c)(6) of the Illinois Open Meeting Act for the purpose of discussing the setting of a price for the sale or lease of property owned by the District. The Board took no action on matters discussed in Closed Session.

**12. Adjournment**

Upon proper motion and second the Board voted unanimously to adjourn the meeting at 7:50 p.m.

  
James E. Ballowe, Park Board President

  
Jeff Fougerousse, Park Board Secretary