



Vernon Hills Park District
Board of Park Commissioners
Regular Board Meeting Minutes
July 18, 2018 – 6:30p.m.

Secretary Jeff Fougerousse stated he would entertain a motion appointing Commissioner Ballowe President pro tem in the absence of President Doerhoefer.

Motion by Commissioner Meline.
Second by Commissioner Robbins.
Vote to appoint Commissioner Ballowe 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 Ballowe at 6:30 p.m. at 635 N. Aspen Drive, Vernon Hills, IL 60061.

Present: Commissioners Robbins, Ballowe, Kessler, Meline. Staff: Jeff Fougerousse, Marla DeCicco, James Kim, Cheryl Buhmann, Amy Darling. Absent: Commissioner Doerhoefer.

2. Pledge of Allegiance- President pro tem 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 Regular Board Meeting June 28, 2018
 - B. Payables (less Grainger) & Payroll through July 18, 2018 in the amount of \$788,824.89.

President pro tem 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. Financial Reports for the Period Ending June 30, 2018

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





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

6. Reports and Communication

- A. Executive Director- Jeff Fougrouse-report attached. In addition, Jeff reported that a follow up Peak 21 Lacrosse tournament meeting would take place July 19. Commissioner Kessler inquired as to whether the parking concerns would be discussed. Jeff responded that parking will be discussed and he will be receiving data from the police department on the number of citations for illegal parking that were written during the tournament. Commissioner Ballowe will forward photos he received via email of vehicles that did not receive citations to Jeff prior to the meeting.
- B. Finance and HR Superintendent – Marla DeCicco-no report.
- C. Recreation Superintendent- Tom Ritter – report attached.
- D. Parks Superintendent- James Kim –report attached. In addition, James reported that he has received a proposal from GRNE Solar to provide electricity to the district via solar panels thru a twenty-five year lease. The installation of solar panels could potentially provide savings on energy costs for the district. James asked for the board’s consensus on this project. Commissioner Robbins would like to see financial reports and costs for the project. Commissioner Kessler would like to fully understand how the energy is stored and how much the stored energy could serve the district during the winter months. Commissioner Meline would like to receive more information on the vendor and project references. Commissioner Ballowe referenced a state program that could potentially provide funding for installation of panels that the district could purchase outright. The board agreed to invite GRNE Solar to the August regular meeting for a formal presentation of their proposal.
- E. Marketing & Communications Manager- Cheryl Buhmann –report attached.
- F. Commissioner/Committee Reports and Communications- none.
- G. Board Correspondence - President pro tem Ballowe read aloud a letter from the Village of Vernon Hills Fourth of July Parade Committee expressing appreciation to the Park District for support and assistance with the annual Fourth of July celebration events.

7. Unfinished Business -None

8. New Business

- A. Century Park South Expansion Bid Award

President pro tem Ballowe asked for a motion to award the Century Park South Expansion contract to Copenhagen Construction in the amount of \$534,608.00.

Motion by Commissioner Meline.

Second by Commissioner Robbins.

Vote to award the Century Park South Expansion contract to Copenhagen Construction in the amount of \$534,608.00.

Ayes: Commissioner Kessler, Robbins, Meline, Ballowe,

Nays: None. Motion Carries



Sullivan Community Center 635 N. Aspen Drive · Vernon Hills, IL 60061 · Phone 847-996-6800 · Fax 847-996-6801
Lakeview Fitness Center 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
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President pro tem Ballowe asked for a motion to adopt change order #1 to the Copenhagen Construction contract in the amount of \$41,567.00.

Motion by Commissioner Meline.

Second by Commissioner Robbins.

Vote to adopt change order #1 to the Copenhagen Construction contract in the amount of \$41,567.00.

Ayes: Commissioner Meline, Robbins, Kessler, Ballowe.

Nays: None. Motion Carries

President pro tem Ballowe asked for a motion to purchase the outdoor restroom unit from Biological Mediation Systems (BMS) out of Colorado in the amount of \$117,000.

Motion by Commissioner Robbins.

Second by Commissioner Kessler.

Vote to purchase the outdoor restroom unit from Biological Mediation Systems (BMS) out of Colorado in the amount of \$117,000.

Discussion: Commissioner Kessler asked if a photo of the outdoor restroom unit was available. Jeff provided a photo that was very similar in style but with a different façade. The unit would contain men's and women's separate facilities. Jeff stated that a great deal of consideration has been given to both the cost and the need for the restroom and value engineering was necessary to meet the budgeted cost of the whole project.

Ayes: Commissioner Robbins, Kessler, Meline, Ballowe,

Nays: None. Motion Carries

9. Commissioner Comments

A. Commissioner Ballowe - hope everyone can come out to Ribfest on August 17 and 18.


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 7:25 p.m.


Jim Ballowe, Park Board President Pro Tem


Jeff Rougerousse, Park Board Secretary



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