



Vernon Hills Park District
Board of Park Commissioners
Regular Board Meeting Minutes
December 17, 2015 – 6:30p.m.

1. Call to Order - The Regular Board Meeting of the Vernon Hills Board of Park Commissioners was called to order by President Ballowe at 6:31 p.m. at 294 Evergreen Drive, Vernon Hills.
2. Roll Call - Present: Commissioners Ballowe, Robbins, Kessler, and Meline. Staff: Executive Director Jeff Fougousse, James Kim, Mike Moorman, Marla Pineiro, Tom Ritter, Cheryl Baron, Mark Purcell and Amy Darling, Attorney Steve Adams. Absent: Commissioner Doerhoefer
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 November 19, 2015
 - B. Minutes of the Closed Session November 19, 2015
 - C. Minutes of the Special Meeting, December 3, 2015
 - D. Payables (less Grainger) & Payroll through December 17, 2015 - \$606,743.19

President Ballowe asked for a motion to approve items on the Omnibus Agenda.

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

Second by Commissioner Kessler

Ayes: Commissioner Meline, Robbins, Kessler, Ballowe

Nays: None. Motion Carries

5. Welcome to Visitors and Guests - Public Comment Period - None
6. Financial Reports for the Period Ending November 30, 2015 - President Ballowe confirmed that there are no changes to the financial reports and that they are on file.
7. Reports and Communication
 - A. Executive Director- Jeff Fougousse- report attached. In addition, Jeff reported that a School District 103 Soccer Affiliate will begin to use the VHAC for athletic programming. Tom Ritter, Jeff and this affiliate will work together on the logistics of scheduling field use. Commissioner Kessler inquired as to whether this new programming would result in additional expenses for the Park District to which Jeff responded no.
 - B. Finance and HR Superintendent- Marla Pineiro- report attached. Commissioner Robbins asked if Lakeview membership fee revenue was spread out over the year or shown only in the month it was



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

Laschen Community Center 294 Evergreen Drive • Vernon Hills, IL 60061 • Phone 847-996-6806 • Fax 847-996-6928

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

www.vhparkdistrict.org



collected. Marla explained that the revenue was shown in the month it was collected and not allocated to each month. Commissioner Kessler asked Marla to summarize the overall reasons that Lakeview Fitness Center is improving financially. Marla responded that expenses were heavy at the beginning and has begun to taper off. In addition, aquatic, fitness and childcare enrollments have increased.

- C. Recreation Superintendent- Tom Ritter- report attached
- D. Parks Superintendent- Mike Moorman-report attached. Commissioner Kessler asked Mike to consider adding more external lights to illuminate the driveway entrance at Lakeview Fitness Center. James Kim responded that he would research bollards that could provide additional lighting.
- E. Communications Manager- Cheryl Baron- report attached. Cheryl also mentioned that residents are able to check the status of the ice rink and sled hill by clicking on the designated tab on the home page of the website.
- F. Lakeview Facility Supervisor – Mark Purcell-report attached
- G. Commissioner/Committee Reports and Communications- None
- H. Board Correspondence - President Ballowe read from a letter by Attorney Charlene Holtz and congratulated Ms. Holtz on her retirement announcement.

8. Unfinished Business - NONE

9. New Business

A. Recognition of Mark Petersen Community Service Award

President Ballowe recognized Mark Petersen as a recipient of an Illinois Association of Park Districts Community Service Award and thanked him for his service to youth athletics.

B. Sullivan Community Center Plan Adoption

Tom LaLonde of Williams Architect outlined the revisions to the Sullivan Community Center improvements. Most notably is the change to the location of the second gymnasium. By shifting the angle of the new structure there will not be any disruption to the Wetland area. Tom also commented on decisions to use some of the original interior design to maintain load bearing walls and columns that are currently in place. Commissioner Kessler asked about securing the building while still provided access to the gymnasium for the school district should they move forward with a new building. Her primary concern was in the event a school function went later than 9pm when the Sullivan Community Center closes. Jeff commented that if there were a need for the gymnasium to be available after 9pm, the Park District would provide the appropriate staff. Tom LaLonde indicated that the approval process with the Village of Vernon Hills would take place during January and February 2016.

President Ballowe asked for a motion to adopt the design plans for the Sullivan Community Center improvements.



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
Laschen Community Center 294 Evergreen Drive · Vernon Hills, IL 60061 · Phone 847-996-6806 · Fax 847-996-6928
Maintenance Facility 1400 Indianwood Drive · Vernon Hills, IL 60061 · Phone 847-362-0920 · Fax 847-362-3618
www.vhparkdistrict.org



Motion by Commissioner Meline to approve the design plans for Sullivan Community Center improvements.

Second by Commissioner Robbins

Ayes: Commissioner Kessler, Meline, Robbins, Ballowe

Nays: None. Motion Carries

At this time, New Business Item G, Gewalt Hamilton Professional Civil Engineering Services Proposal was moved forward on the agenda.

➤ G. Gewalt Hamilton Professional Civil Engineering Services Proposal

President Ballowe introduced Tom Rychlik from Gewalt Hamilton. Tom discussed the proposed services timeline which includes a construction start date in May 2016. Tom indicated that a detailed budget and logistical schedule would be created in January 2016. Structural Bid releases were planned for March with additional bid projects scheduled for May and June of 2016. Tom indicated that Gewalt Hamilton would be coordinating with the Village on regional storm water detention and management.

President Ballowe asked for a motion to approve the Gewalt Hamilton Professional Civil Engineering Services Proposal

Motion by Commissioner Kessler to approve the Gewalt Hamilton Professional Civil Engineering Services Proposal

Second by Commissioner Meline

Ayes: Commissioner Robbins, Meline, Kessler, Ballowe

Nays: None. Motion Carries

C. Resolution 06-15 Extension of Balanced Environments Contract

President Ballowe asked for a motion to approve Resolution 06-15, authorizing the extension of the landscape contract between the Vernon Hills Park District and Balanced Environments of Wadsworth, Illinois from March 1, 2106 thru October 31, 2016 in the amount of \$45,896.00

Motion by Commissioner Meline to approve Resolution 06-15

Second by Commissioner Robbins

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

Laschen Community Center 294 Evergreen Drive • Vernon Hills, IL 60061 • Phone 847-996-6806 • Fax 847-996-6928

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

www.vhparkdistrict.org



D. Resolution 07-15 Extension of Acres Landscaping Contract

President Ballowe asked for a motion to approve Resolution 07-15, authorizing the extension of the landscape contract between the Vernon Hills Park District and Acres Landscaping of Wauconda, Illinois from April 1, 2106 thru October 31, 2016 in the amount of \$36,649.62

Motion by Commissioner Kessler to approve Resolution 07-15

Second by Commissioner Robbins

Ayes: Commissioner Meline, Robbins, Kessler, Ballowe

Nays: None. Motion Carries

E. Ordinance 09-15 Tax Levy Ordinance

President Ballowe asked for a motion to approve Ordinance 09-15 for the Levy and Assessment of Taxes for the Year 2015.

Motion by Commissioner Robbins to approve Ordinance 09-15

Second by Commissioner Kessler

Ayes: Commissioner Meline, Kessler, Robbins, Ballowe

Nays: None. Motion Carries

F. Ordinance 10-15 "An Ordinance authorizing the issuance of General Obligation Park Bonds (Alternate Revenue Source) in an aggregate principal amount not to exceed \$6,000,000, for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, including, but not limited to, facility improvements to the District's community center and outdoor aquatic facility, and for the payment of the expenses incident thereto."

President Ballowe asked for a motion to approve Ordinance 10-15 authorizing the issuance of General Obligation Park Bonds (Alternate Revenue Source) in an aggregate principal amount not to exceed \$6,000,000, for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, including, but not limited to, facility improvements to the District's community center and outdoor aquatic facility, and for the payment of the expenses incident thereto."

Motion by Commissioner Meline to approve Ordinance 10-15

Second by Commissioner Kessler

Discussion: Attorney Steve Adams explained that Ordinance 10-15 is the first step in the Bond process related to the future improvements at Sullivan Community Center. This Ordinance



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

Laschen Community Center 294 Evergreen Drive • Vernon Hills, IL 60061 • Phone 847-996-6806 • Fax 847-996-6928

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

www.vhparkdistrict.org



provides the necessary step to issue bonds in the future but limits the amount not to exceed \$6,000,000.00. This Ordinance does not bind the Park District to any specific financial obligation. Once Sullivan Center Improvement budgets are received, another Ordinance for a specific amount will be presented to the Board and a sale will be initiated. A Special Board Meeting may be scheduled in February 2016 for this purpose.

Ayes: Commissioner Robbins, Kessler, Meline, Ballowe

Nays: None. Motion Carries

H. W.W. Grainger Invoice Payable

President Ballowe asked for a motion to approve the W.W. Grainger invoice in the amount of \$923.30

Motion by Commissioner Robbins to approve the W.W. Grainger invoice

Second by Commissioner Kessler

Ayes: Commissioner Meline, Robbins, Kessler, Ballowe

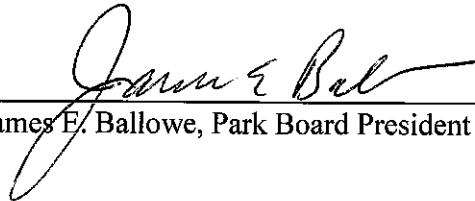
Nays: None. Motion Carries

10. Commissioner Comments

- A. Commissioner Ballowe - Happy Holidays and thank you to the staff for another great year.
- B. Commissioner Meline – Happy Holidays
- C. Commissioner Robbins – Happy Holidays
- D. Commissioner Kessler –Happy Holidays

11. Adjournment

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


James E. Ballowe, Park Board President


Jeff Fongerousse, Park Board Secretary



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
Laschen Community Center 294 Evergreen Drive • Vernon Hills, IL 60061 • Phone 847-996-6806 • Fax 847-996-6928
Maintenance Facility 1400 Indianwood Drive • Vernon Hills, IL 60061 • Phone 847-362-0920 • Fax 847-362-3618
www.vhparkdistrict.org