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**Vernon Hills Park District  
Board of Park Commissioners  
Regular Board Meeting Minutes  
May 28, 2015**

1. The Regular Board Meeting of the Vernon Hills Board of Park Commissioners was called to order by President Ballowe at 6:36 p.m. at the Laschen Community Center, 294 Evergreen Drive, Vernon Hills.
2. Roll Call - Present were: Commissioners Robbins, Kessler, Meline and Ballowe. Absent: Commissioner Doerhoefer. Staff: Executive Director Jeff Fougousse, James Kim, Mike Moorman, Tom Ritter, Marla Pineiro, Matt LaPorte, Cheryl Baron and Amy Darling. Guests Present: Scott Hezner, Nathan Johnson, Tom LaLonde.
3. Pledge of Allegiance- President Ballowe led the Pledge of Allegiance.
4. Oath of Office – Secretary Jeff Fougousse swore in Commissioner Mike Meline and Commissioner James Ballowe for a six year term.
5. 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 April 16, 2015
  - B. Minutes of the Regular Board Meeting April 23, 2015
  - C. Payables (less Grainger ) & Payroll through May 28, 2015 - \$703,286.35

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

Motion by Commissioner Meline to approve items A-C of the Omnibus Vote Agenda.  
Second by Commissioner Kessler

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

Ayes: Commissioner Robbins, Meline, Kessler Ballowe

Nays: None. Motion Carries

6. Welcome to Visitors and Guests - Public Comment Period – no comments
7. Financial Reports for the Period Ending April 30, 2015

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



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8. Reports and Communication

- A. Executive Director Jeff Fougrousse- report attached. In addition, Jeff informed the board that Hawthorn Afterschool Program registration will begin next week. Park District staff will be on site at both schools to speak with families and assist in registration. Jeff also provided the board with renderings on proposed changes to the ball fields in Deerpath Park. After reviewing the options and taking into consideration community needs and staff recommendation, the consensus of the board was to eliminate one field. The cost to remove the field will be minimal as it will be done in house. Updates to the remaining field backstops, benches and fencing will take place at a later date.
- B. Finance and HR Superintendent Marla Pineiro- report attached. In addition, Marla informed the board that the district audit is scheduled for the last week in July. Marla also commended Cathy Marcangelo, Office Manager at Sullivan Community Center for her work on billing and collection upgrades and paperless registration. As a result of her work, all camp fees have been collected on time and in full.
- C. Recreation Superintendent Tom Ritter – report attached. In addition, Tom mentioned that the June Movie in the Park will be “Box Trolls”.
- D. Parks Superintendent Mike Moorman – report attached. In addition, Mike commented that the seasonal staff have been very helpful in kicking off the summer season. Commissioner Robbins asked why the boat launch restrooms were locked during a recent visit to the park. Mike explained that this restroom facility is locked via magnetic timer and is open at 7:00 am.
- E. Communications Manager Cheryl Baron – report attached. In addition, Cheryl clarified that the evening entertainment for the July 4<sup>th</sup> celebration will take place in Century Park, not the Arbor Theatre.
- F. Lakeview Facility Supervisor Matt LaPorte – report attached. Commissioner Kessler asked if there was any data indicating the number of memberships that were a direct result of a tour. Matt did not have that data, but will follow up and provide it.
- G. Commissioner/Committee Reports and Communications – Commissioner Kessler reported that the VHCBS affiliate was moving forward and response from the public has been positive. There is currently a parent board member position available. The affiliate is also working on scheduling challenges for rain dates.
- H. Board Correspondence - None

9. Unfinished Business - None

10. New Business

A. Williams Architect Sullivan Community Center Presentation

President Ballowe invited Tom LaLonde from Williams Architects to the podium. Mr. LaLonde presented the initial renderings for proposed changes to Sullivan Community Center. The focus of these preliminary drawings were improved control and security of the front desk/reception area, relocating administrative staff from Laschen and allocating additional pre-school space. After



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discussion, the consensus of the park board was to move forward with a formal contract for comprehensive design proposals with Williams Architect.

**B. Budget Ordinance 2-15**

President Ballowe asked for a motion to approve Ordinance 2-15, the Budget and Appropriation of Funds, an ordinance making a combined annual budget and appropriation of funds for the Vernon Hills Park District for the fiscal year beginning June 1, 2015 ending May 31, 2016.

Motion by Commissioner Meline to approve Ordinance 2-15 the Budget and Appropriation of Funds for fiscal year 2015/16. Second by Commissioner Robbins.

Ayes: Commissioner Kessler, Meline, Robbins and Ballowe

Nays: None. Motion carries.

**C. Elections: President and Vice-President**

**Nomination:**

Secretary Fougousse asked for nominations for the election of the Park Board President and Park Board Vice President. Commissioner Robbins nominated Commissioner Ballowe for Park Board President and Commissioner Doerhoefer as 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 President and Park Board Vice President. Commissioner Robbins motioned to close the nomination and Commissioner Kessler seconded the motion.

A voice vote for all those in favor of closing nominations for the office of Park Board President and 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 President and Commissioner Doerhoefer to be elected as Park Board Vice President. Commissioner Robbins motioned for Commissioner Ballowe to be elected as the Park Board President and Commissioner Doerhoefer to be elected as Park Board Vice President. Commissioner Kessler seconded the motion.

Ayes: Commissioner Meline, Robbins, Kessler, Ballowe

Nays: None. Motion carries.

**D. Appointments: Board Secretary, Treasurer, Attorney**

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



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Commissioner Robbins motioned for Executive Director Fougerousse as Board Secretary, Superintendent Pineiro as Board Treasurer and Tressler, LLP as the Board Attorney. Commissioner Kessler seconded the motion.

President Ballowe asked for a roll call to appoint Executive Director Fougerousse as Board Secretary, Superintendent Pineiro as the Board Treasurer and Tressler, LLP as the Board Attorney.

Ayes: Commissioner Meline, Kessler, Robbins, Ballowe.

Nays: None. Motion carries.

**E. Committee Liaison Assignments**

- i. Park District/Village Liaison Committee
- ii. Hawthorn School District 73 Liaison
- iii. Recreation Advisory Committee

President Ballowe appointed Commissioner David Doerhoefer as the Park District/Village Liaison. President Ballowe accepted the appointment on behalf of Commissioner Doerhoefer.

President Ballowe appointed Commissioner Cynthia Kessler as the Hawthorn School District 73 Liaison. Commissioner Kessler accepted the appointment.

President Ballowe appointed Commissioner Meline as the Recreation Advisory Committee Liaison. Commissioner Meline accepted the appointment.

**F. Vending Machine Recommendation**

President Ballowe asked for a motion to approve awarding a three year contract to Varsity Vending commencing on June 15, 2015.

Motion by Commissioner Kessler to approve awarding a three year contract to Varsity Vending commencing on June 15, 2015. Second by Commissioner Robbins.

Ayes: Commissioner Kessler, Robbins, Meline and Ballowe

Nays: None. Motion carries.

**G. District Audit Recommendation**

President Ballowe asked for a motion to approve Knutte and Associates for auditing services beginning with the fiscal year 2016.

Motion by Commissioner Robbins to approve Knutte and Associates for auditing services beginning with the fiscal year 2016. Second by Commissioner Kessler.

Ayes: Commissioner Robbins, Meline, Kessler and Ballowe

Nays: None. Motion carries.



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#### H. W.W. Grainger Invoice Payable

President Ballowe asked for a motion to approve the W.W. Grainger invoice in the amount of \$150.20.

Motion by Commissioner Kessler to approve the W.W. Grainger invoice in the amount of \$150.20 Second by Commissioner Robbins.

Ayes: Commissioner Kessler, Meline, Robbins and Ballowe

Nays: None. Motion carries.

#### I. June Board Meeting Location Change to Century Park North Pavilion

President Ballowe announced that the Regular Park Board Meeting scheduled for June 25, 2015 will take place at Century North Pavilion, 1400 Indianwood Drive. The meeting will directly follow a Community Park Chat at the same location.

#### 11. Commissioner Comments

- A. Commissioner Ballowe - Congratulations Commissioner Doerhoefer on ten years of service to the Park Board.
- B. Commissioner Meline - none
- C. Commissioner Robbins - none
- D. Commissioner Kessler - none
- E. Commissioner Doerhoefer - none

#### 12. Closed Session under 2(c)(5) of the Illinois Open Meetings Act for the purpose of discussing the purchase or lease of real property for the use of the District.

President Ballowe asked for a motion to go into Closed Session under 2(C)(5) of the Illinois Open Meetings Act for the purpose of discussing the purchase or lease of real property for the use of the District.

Motion by Commissioner Robbins to go into Closed Session for the purpose of discussing the purchase or lease of real property for the use of the District.

Second by Commissioner Kessler

Ayes: Commissioners Meline, Robbins, Kessler and Ballowe.

Nay: None. Motion carried.





13. Action, if any, on Closed Session discussion items

The commissioners and staff returned to Open Session at 9:01 p.m. President Ballowe explained that the Board met in Closed Session to discuss the purchase or lease of real property for the use of the District.

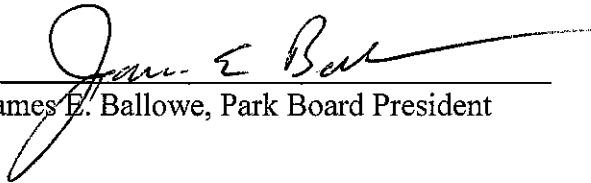
President Ballowe asked if there was further discussion. There being no final action regarding the purchase or lease of real property for the use of the District, pursuant to section 2(c)(5) or further discussion he asked for roll call.

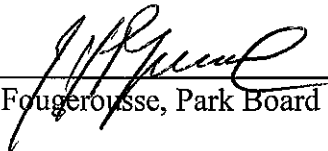
Ayes: Commissioner Robbins, Meline, Kessler, Ballowe.

Nays: None. Motion carries.

14. Adjournment

Under proper motion and second, the Board voted to adjourn the meeting at 9:02 p.m.

  
James E. Ballowe, Park Board President

  
Jeff Fougere, Park Board Secretary



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