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Vernon Hills Park District  
Board of Park Commissioners  
Regular Board Meeting Minutes  
October 25, 2018 – 6:30p.m.

1. Call to Order and Roll Call- The regular meeting of the Vernon Hills Board of Park Commissioners was called to order by President Doerhoefer at 6:3 p.m. at 635 N. Aspen Drive, Vernon Hills, IL 60061.

Present: Commissioners Robbins, Meline, Doerhoefer. Staff: Jeff Fougrousse, Tom Ritter, Cheryl Buhmann, James Kim, Amy Darling. Absent: Commissioners Ballowe, Kessler. Guest present: State Representative Carol Sente.

2. Pledge of Allegiance - President Doerhoefer 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 September 20, 2018
- B. Minutes of the Closed Session September 20, 2018
- C. Payables (less Grainger) & Payroll through October 25, 2018 in the amount of \$997,653.28

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

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

4. Financial Reports for the Period Ending September 30, 2018

President Doerhoefer confirmed that there were no changes or additions to Financial Reports and if they are currently on file.

5. Welcome to Visitors and Guests - Public Comment Period

President Doerhoefer presented State Representative Carol Sente with a Resolution recognizing her retirement from the General Assembly. Rep. Sente thanked the Park District Board, staff and the residents of her constituency.





## 6. Unfinished Business

### A. Conduct Ordinance Review: E-Bike

President Doerhoefer asked for a motion to approve the revision of Conduct Ordinance, CHAPTER III – MOTORIZED VEHICLES, PARKING, AND TRAFFIC CONTROL, Section 3.02 MiniBikes, Trailbikes, and Scooters to read:

“No Person shall drive, ride, or otherwise operate any minibike, trailbike, ATV, motorized scooter or motorbike on District property. For purposes of this section, every motor Vehicle which is self-propelled by power obtained by the combustion of gasoline is prohibited. Maximum speed limits on all vehicles shall not exceed 15 mph on all district park properties.

Motion by Commissioner Robbins.

Second by Commissioner Meline.

Discussion: Commissioner Meline confirmed that EBikes, while not mentioned in the language, are permissible. Executive Director Fougrousse confirmed that EBikes are permissible because they are not powered by gasoline.

Vote to approve the revision to the Conduct Ordinance.

Ayes: Commissioner Robbins, Meline, Doerhoefer.

Nays: None. Motion Carries

### B. Knutte 2017/2018 Audit

President Doerhoefer asked for a motion to approve the audit for FY 17-18 provided by Knutte & Associates.

Motion by Commissioner Meline.

Second by Commissioner Robbins.

Vote to approve Knutte 2017/2018 Audit

Ayes: Commissioner Meline, Robbins, Doerhoefer.

Nays: None. Motion Carries

## 7. Reports and Communication

- A. Executive Director- Jeff Fougrousse- report attached. In addition, Jeff reported that a draft of the proposed 2019-2023 Masterplan will be sent to the Commissioners soon. Jeff also reported that a new Facility Manager for Lakeview Fitness has been hired. Joseph Zimmermann will begin on November 12. Jeff reported that he has not been pleased with the rate of progress at Century Park South. He is hopeful that pathwork will be completed before the asphalt plants close for the season.
- B. Finance and HR Superintendent – Marla DeCicco – report attached.
- C. Recreation Superintendent- Tom Ritter – report attached. Tom reported that there are 960 registered for Fall Fest. He expects it to sell out at 1000. Tom also reported that a new event, Water

**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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Wonderland featuring Santa will be held on Dec. 21 at 6p in the Lakeview pool. Registration is open now. The event will appear in the Winter brochure.

- D. Parks Superintendent- James Kim –report attached
- E. Marketing & Communications Manager- Cheryl Buhmann –report attached. In addition, Cheryl reported a Zombie “GO” Walk for Tuesday, October 30 at Deerpath Park.
- F. Lakeview Facility Manager – report attached
- G. Commissioner/Committee Reports and Communications- none.
- H. Board Correspondence - President Doerhoefer read aloud a letter from the Vernon Hills Police Department. In the letter, Chief of Police Patrick Kreis thanked Superintendent James Kim and his staff for delivering and setting up the chairs for the Law Enforcement Expo held at Hawthorn Mall on Sept 8 and 9, 2018.

8. New Business

A. IAPD Annual Business Meeting Credentials

President Doerhoefer asked for Park Board Volunteers to be the District’s Delegate and Alternate for the 2019 IAPD Annual Business Meeting on Saturday, January 26, 2019 at 3:30 pm at the Hyatt Hotel, Chicago.

President Doerhoefer volunteered as Delegate and stated historically the Vice President will serve as the Alternate.

Motion by Commissioner Meline to appoint President Doerhoefer as Delegate and Vice President Ballowe as Alternate for the 2019 IAPD Annual Business Meeting.

Second by Commissioner Robbins.

Vote to approve nominations

Ayes: Commissioner Robbins, Meline, Doerhoefer.

Nays: None. Motion Carries

B. 2019 Park Board Meeting Schedule

President Doerhoefer asked for a motion to approve the 2019 Park Board Meeting Schedule.

Motion by Commissioner Robbins.

Second by Commissioner Meline.

Vote to approve the 2019 Park Board Meeting Schedule.

Ayes: Commissioner Meline, Robbins, Doerhoefer.

Nays: None. Motion Carries





### C. Affiliate Agreements

President Doerhoefer asked for a motion to approve the renewal of the Vernon Hills Soccer Club Affiliate Agreement.

Motion by Commissioner Meline.

Second by Commissioner Robbins.

Vote to approve the renewal of the Vernon Hills Soccer Club Affiliate Agreement.

Ayes: Commissioner Robbins, Meline, Doerhoefer.

Nays: None. Motion Carries

President Doerhoefer asked for a motion to approve the renewal of the Vernon Hills Stingers Softball Affiliate Agreement.

Motion by Commissioner Meline.

Second by Commissioner Robbins.

Vote to approve the renewal of the Vernon Hills Stingers Softball Affiliate Agreement.

Ayes: Commissioner Meline, Robbins, Doerhoefer.

Nays: None. Motion Carries

President Doerhoefer asked for a motion to approve the renewal of the Vernon Hills Lady Cougars Feeder Basketball Agreement.

Motion by Commissioner Robbins.

Second by Commissioner Meline.

Vote to approve the renewal of the Vernon Hills Lady Cougars Feeder Basketball Agreement.

Ayes: Commissioner Robbins, Meline, Doerhoefer.

Nays: None. Motion Carries

### D. Century Park Island Tree Removal Bid Award

President Doerhoefer asked for a motion to award the Century Park Arboretum Island Tree Removal Project to Clean Cut Tree Service in the amount of \$22,000.

Motion by Commissioner Robbins.

Second by Commissioner Meline.

Vote to approve the award the Century Park Arboretum Island Tree Removal Project to Clean Cut Tree Service in the amount of \$22,000.

Ayes: Commissioner Robbins, Meline, Doerhoefer.

Nays: None. Motion Carries



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E. 2019-2023 Masterplan

President Doerhoefer announced: "The Park District Masterplan is a planning document that focuses on parks and facilities. The district is in the initial stages of updating this plan for 2019-2023. Any members of the public that would like to comment or discuss this plan are welcome to contact our Executive Director Jeff Fougrousse. The current Masterplan document is posted on the district website."

F. W.W. Grainger Invoice Payable

President Doerhoefer asked for a motion to approve the W.W. Grainger invoice in the amount of \$206.52.

Motion by Commissioner Robbins.

Second by Commissioner Meline.

Vote to approve the W.W. Grainger invoice in the amount of \$206.52.

Ayes: Commissioner Robbins, Meline, Doerhoefer.

Nays: None. Motion Carries

9. Commissioner Comments

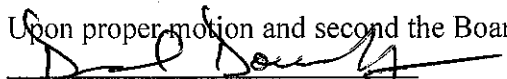
A. Commissioner Meline –none.

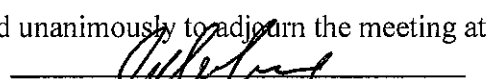
B. Commissioner Robbins – none.

C. Commissioner Doerhoefer – none.

10. Adjournment

Upon proper motion and second the Board voted unanimously to adjourn the meeting at 7:08 p.m.

  
David Doerhoefer, Park Board President

  
Jeff Fougrousse, Park Board Secretary

