



**Vernon Hills Park District
Board of Park Commissioners
Regular Board Meeting Minutes
December 13, 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 6:31 p.m. at 635 N. Aspen Drive, Vernon Hills, IL 60061.

Present: Commissioners Robbins, Meline, Doerhoefer, Ballowe, Kessler. Staff: Jeff Fougerousse, Tom Ritter, Cheryl Buhmann, Joseph Zimmerman, Marla DeCicco, James Kim, Amy Darling.

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 November 15, 2018

B. Payables (less Grainger) & Payroll through December 13, 2018 in the amount of \$448,941.98

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

Motion by Commissioner Robbins.

Second by Commissioner Kessler.

Vote to approve the Omnibus Vote Agenda.

Ayes: Commissioner Meline, Robbins, Ballowe, Kessler, Doerhoefer.

Nays: None. Motion Carries

4. Financial Reports for the Period Ending November 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 – No visitors or guest were present.

6. Unfinished Business – None

7. Reports and Communication

A. Executive Director- Jeff Fougerousse- report attached. In addition, Jeff expressed continued concern with the progress on the Century Park South project. The use of sod is being considered to expedite turf advancement. President Doerhoefer expressed concern regarding sight lines to the future stage area based on slope and grade that were not expected. Jeff reported that Joe Zimmerman and



Cheryl Buhmann are taking a lead on advancing Lakeview Fitness in light of the anticipated opening of Bears Fit.

- B.** Finance and HR Superintendent – Marla DeCicco-report attached. Commissioner Robbins inquired if new hires to the district undergo background checks. Marla confirmed that they do.
- C.** Recreation Superintendent- Tom Ritter –report attached.
- D.** Parks Superintendent- James Kim –report attached.
- E.** Facility Manager-Joe Zimmerman- report attached. In addition, Joe commented that an in depth analysis of Lakeview Fitness promotions would be taking place to review the cost effectiveness and the overall return on investment. Software options are being considered to improve communication to targeted groups of members.
- F.** Marketing & Communications Manager- Cheryl Buhmann –report attached. In addition, Cheryl provided an update on district Social Media activity. All platforms have shown significant increase in participation over the last twelve months.
- G.** Commissioner/Committee Reports and Communications-none
- H.** Board Correspondence -none

8. New Business

- A.** 2018 PDRMA Loss Control Review- Jessica Mitchell, Risk Manager

President Doerhoefer invited Jessica Mitchell to the podium. Jessica presented an overview of the 2018 Loss Control Review. The Loss Control Review is a risk management assessment for the park district administered thru PDRMA. The areas assessed are Administration, Aquatics, Park Maintenance, Recreation and Loss experience and prevention. The Vernon Hills Park District achieved an overall score of 99.43%. This score qualifies the park district for accreditation by PDRMA. Jessica also reviewed possible changes to the Loss Control Review process moving forward as well as plans of action related to suggestions made during the assessment. President Doerhoefer congratulated the District on achieving accreditation.

- B.** SRACLC Update- John Buckner

President Doerhoefer invite John Buckner, Executive Director of the SRACLC to the podium. Mr. Buckner thanked the Park District Board of Commissioners and staff for their continued support. SRACLC continues to move forward in developing a social media presence. There are currently over 60 participants in the program. Inclusion rates are about the same as last year with the Vernon Hills Park District having the highest inclusion participation. SRACLC uses many district facilities, namely Sullivan Community Center, Hartmann Pavilion, the pools and various parks. Mr. Buckner also reported that a SRACLC Mitsubishi Electric Sensory Room project is underway with a soft opening planned for June.



C. Kindergarten Facility Design and Roadway Update

President Doerhoefer invited Don Dixon of Gewalt Hamilton to the podium to provide the update. Mr. Dixon presented renderings of proposed traffic patterns for busses and cars to drop off/pick up kindergarten students at the new facility. The rejection of the Philip Road proposal has resulted in a proposed pattern that directs parents thru the Family Aquatic Center lot to the outermost lane of the Sullivan Center lot. A heavy emphasis on training school district staff to route traffic and prevent parking in unauthorized areas was discussed. Commissioners Doerhoefer, Meline, and Kessler expressed concerns that this proposal could negatively impact patrons of the Sullivan Community Center.

D. Ordinance 7-18: An Ordinance for the Assessment and Levy of Taxes for the Year 2018

President Doerhoefer asked for a motion to approve Ordinance 7-18

Motion by Commissioner Robbins.

Second by Commissioner Kessler.

Vote to approve Ordinance 7-18.

Ayes: Commissioner Ballowe, Kessler, Robbins, Meline, Doerhoefer.

Nays: None. Motion Carries

E. W.W. Grainger Invoice Payable – none

F. Ordinance 8-18: AN ORDINANCE REQUESTING THE CONVEYANCE OF CERTAIN VILLAGE PROPERTY FROM VILLAGE OF VERNON HILLS

President Doerhoefer asked for a motion to approve Ordinance 8-18

Motion by Commissioner Ballowe.

Second by Commissioner Meline.

Vote to approve Ordinance 8-18.

Ayes: Commissioner Kessler, Meline, Robbins, Ballowe, Doerhoefer.

Nays: None. Motion Carries

Resolution 08-18: A RESOLUTION APPROVING AND AUTHORIZING THE CONVEYANCE OF CERTAIN PARK DISTRICT PROPERTY TO VILLAGE OF VERNON HILLS

President Doerhoefer asked for a motion to approve Resolution 8-18

Motion by Commissioner Ballowe.

Second by Commissioner Meline.

Vote to approve Resolution 8-18.

Ayes: Commissioner Robbins, Ballowe, Kessler, Meline, Doerhoefer.

Nays: None. Motion Carries



9. Commissioner Comments

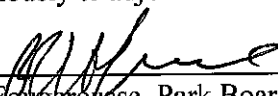
- A. Commissioner Ballowe -none
- B. Commissioner Meline -none
- C. Commissioner Robbins -none
- D. Commissioner Kessler – Happy Holidays
- E. Commissioner Doerhoefer –Congratulations on a nice staff gathering. He is sorry to have been unable to attend.

10. Adjournment

Upon proper motion and second the Board voted unanimously to adjourn the meeting at 8:10 p.m.



David Doerhoefer, Park Board President



Jeff Fougere, Park Board Secretary