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**Vernon Hills Park District  
Regular Board Meeting Minutes  
March 28, 2019 – 6:30 p.m.**

Executive Director Jeff Fougerousse requested a motion to appoint Vice President Ballowe as President Pro-tem.

Motion by Commissioner Kessler.

Second by Commissioner Robbins.

Vote to appoint Commissioner Ballowe as President Pro-Tem.

Ayes: Commissioner Kessler, Robbins, Ballowe.

**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.

Staff: Jeff Fougerousse, Tom Ritter, Cheryl Buhmann, Joseph Zimmerman, Marla DeCicco, James Kim, Amy Darling.

Absent: Commissioner Doerhoefer, Commissioner Meline

**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 Special Board Meeting, February 28, 2019

B. Minutes of the Regular Board Meeting, February 28, 2019

C. Payables (less Grainger) & Payroll through March 28, 2019 in the amount of \$638,416.89

President Pro-tem Ballowe asked for a motion to approve items on the Omnibus Agenda

Motion by Commissioner Kessler.

Second by Commissioner Robbins.

Discussion: none.

Vote to approve the Omnibus Vote Agenda.

Ayes: Commissioner Robbins, Kessler, 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

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#### **4. Financial Reports for the Period Ending February 28, 2019**

President Pro-tem Ballowe confirmed that there were no changes or additions to Financial Reports and that they are currently on file.

#### **5. Welcome to Visitors and Guests - Public Comment Period - No visitors present.**

#### **6. Unfinished Business – No unfinished business.**

#### **7. Reports and Communication**

- A. Executive Director- Jeff Fougerousse- report attached. In addition, Commissioner Meline made a request to visit the progress on the Century Park South project. Jeff will accommodate as Commissioner's schedule permits. Jeff also commented that Jarrod would like to meet with Commissioners if possible in preparation for the Community Survey.
- B. Finance and HR Superintendent – Marla DeCicco- report attached.
- C. Recreation Superintendent- Tom Ritter- report attached. In addition, Tom reported that Hoppin Holiday Hunt is sold out. Commissioner Robbins inquired as to how the district will be promoting the summer Farmers Market. Tom replied that after the vendor list is complete a planned marketing/print advertising campaign will follow.
- D. Parks Superintendent- James Kim – report attached.
- E. Facility Manager-Joe Zimmerman – report attached. In addition, Commissioner Kessler inquired as to how many people have signed up for the Lakeview email list. Joe responded that routine reminders of the sign up option will be sent out to members from this point forward.
- F. Marketing & Communications Manager- report attached. In addition, Cheryl reported that the Sled/Skate tab has been changed to Job Openings on the website.
- G. Commissioner/Committee Reports and Communications- none.
- H. Board Correspondence - none.

#### **8. New Business**

##### **A. Garvanian Playground and Family Aquatic Center Sand Playground Installation Bid Recommendation**

President Pro-tem Ballowe asked for a motion to award Great Lakes Landscaping the contract to install the Garvanian Playground and Family Aquatic Center Sand Playground in the amount of \$42,245.00

Motion by Commissioner Robbins.

Second by Commissioner Kessler.

Discussion: none.

Vote to award the contract to Great Lakes Landscaping.

Ayes: Commissioner Kessler, Robbins, Ballowe.

Nays: None. Motion Carries



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B. Village Request for use of Century Park July 4<sup>th</sup> and July 18-21<sup>st</sup>

President Pro-tem Ballowe asked for a motion to grant the Village the use of Century Park for their 2019 July 4<sup>th</sup> and Summer Celebration events.

Motion by Commissioner Kessler.  
Second by Commissioner Robbins.  
Discussion: none.  
Vote to grant the Village request.  
Ayes: Commissioner Robbins, Kessler, Ballowe.  
Nays: None. Motion Carries

C. Resolution 2-19: A Resolution authorizing display of the tentative FY 2019-2020 Vernon Hills Park District Budget & Appropriation Ordinance for Public Inspection

President Pro-tem Ballowe asked for a motion to approve Resolution 2-19

Motion by Commissioner Robbins.  
Second by Commissioner Kessler.  
Discussion: none.  
Vote to approve Resolution 2-19.  
Ayes: Commissioner Kessler, Robbins, Ballowe.  
Nays: None. Motion Carries

D. Ordinance 3-19: An Ordinance Declaring as Surplus and Authorizing the sale or other conveyance of surplus Personal Property of the Vernon Hills Park District, Lake County, Illinois.

President Pro-tem Ballowe asked for a motion to approve Ordinance 3-19

Motion by Commissioner Kessler.  
Second by Commissioner Robbins.  
Discussion: none.  
Vote to approve Ordinance 3-19.  
Ayes: Commissioner Robbins, Kessler, Ballowe.  
Nays: None. Motion Carries

E. Utility Tractor Purchase Recommendation

President Pro-tem Ballowe asked for a motion to award the purchase of the Utility Tractor to Burris Equipment in the amount of \$35,609.13.





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Motion by Commissioner Kessler.  
Second by Commissioner Robbins.  
Discussion: none.  
Vote to approve the award to Burris Equipment.  
Ayes: Commissioner Robbins, Kessler, Ballowe.  
Nays: None. Motion Carries

#### F. Sullivan Center Kindergarten Contracts

President Pro-tem Ballowe asked for a motion to approve the contract for the bidders and their proposed contract amounts for Bid Release 1 and Bid Release 1A as listed in the attached Letter of Bid Compliance prepared by Lamp Incorporated dated March 11, 2019, and to authorize the Executive Director, or his designee, to negotiate and execute said contracts.

Motion by Commissioner Robbins.  
Second by Commissioner Kessler.  
Discussion: none.  
Vote to approve the award the contracts.  
Ayes: Commissioner Robbins, Kessler, Ballowe.  
Nays: None. Motion Carries

#### G. Sullivan Woods Streambank Services Recommendation

President Pro-tem Ballowe asked for a motion to award Gewalt Hamilton an amount not to exceed \$8,800.00 to investigate Sullivan Woods property boundary lines as well as to conduct a topography study of the creek bend drive in Sugar Creek Subdivision

Motion by Commissioner Robbins.  
Second by Commissioner Kessler.  
Discussion: none.  
Vote to approve the award to Gewalt Hamilton.  
Ayes: Commissioner Kessler, Robbins, Ballowe.  
Nays: None. Motion Carries

#### H. Grosse Pointe Park Retaining Wall Recommendation

President Pro-tem Ballowe asked for a motion to award Chicagoland Paving the Grosse Pointe Path/Retaining Wall Restoration contract in the amount of \$71,250.00.

Motion by Commissioner Kessler.  
Second by Commissioner Robbins.





and Section 2(c)(11) pending, or probable or imminent litigation against, affecting or on behalf of the District.

President Pro-tem Ballowe asked for a motion to make the minutes of the Closed Sessions of September 20, 2018 available to the public it having been determined by the Board that they no longer require confidential treatment. Motion by Commissioner Robbins. Second by Commissioner Kessler.

President Pro-tem Ballowe asked for a motion that the Park Board hereby determines that the need for confidentiality still exists as to all remaining closed session minutes, or portions thereof, not previously released for public inspection, and the same shall not be released for public inspection at this time. Motion by Commissioner Kessler. Second by Commissioner Robbins.

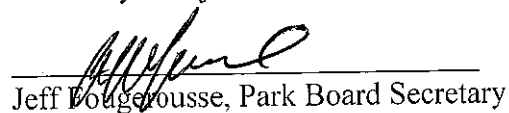
President Pro-tem Ballowe asked for a motion to approve the destruction of audio tapes of the Closed Sessions held March 23, 2017 and April 27, 2017 it having been determined by the Board that appropriate minutes were recorded as approved and meet the written minutes requirements of the Open Meetings Act and at least 18 months have passed since the meetings were held. Motion by Commissioner Kessler. Second by Commissioner Robbins.

President Pro-tem Ballowe stated that no action was taken under Section 2(c)11, pending, probable or imminent litigation against, affecting or on behalf of the District.

## 12. Adjournment

Upon proper motion and second the Board voted unanimously to adjourn the meeting at 7:39 p.m.

  
Jim Ballowe, Park Board Vice President

  
Jeff Dougenousse, Park Board Secretary

