



**Vernon Hills Park District
Board of Park Commissioners
Regular Board Meeting Minutes**

April 25, 2019 – 6:30p.m.

Executive Director Jeff Fougousse requested a motion to appoint Commissioner Ballowe as President Pro-tem.

Motion by Commissioner Robbins.

Second by Commissioner Kessler.

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 Commissioner Ballowe at 6:30 p.m. at 635 N. Aspen Drive, Vernon Hills, IL 60061.

Present: Commissioners Kessler, Robbins, Ballowe.

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

Absent: Commissioner Meline, Commissioner Doerhoefer.

2. Pledge of Allegiance- Commissioner 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 Regular Board Meeting March 28, 2019

B. Minutes of the Closed Session March 28, 2019

C. Payables (less Grainger) & Payroll through April 25, 2019 in the amount of \$603,341.98.

Commissioner 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



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4. Welcome to Visitors and Guests - Public Comment Period

Commissioner Ballowe invited Aaron Raftery from Trane to the podium for a Solar Power Presentation. Aaron updated the board on the progress being made on the solar panel installation at the park maintenance facility. He reported that the district has secured the highest level of incentive (Tier 1) and further outlined an estimated schedule for the project. Construction is anticipated to begin in July or August 2019 with a startup usage date of September. Commissioner Robbins confirmed with Aaron that the net savings to the district will be an average of \$5,000 per year over a 20 year period.

5. Financial Reports for the Period Ending March 31, 2019

Commissioner Ballowe confirmed that there were no changes or additions to Financial Reports and they are currently on file.

6. Reports and Communication

- A. Executive Director- Jeff Fougrousse- report attached.
- B. Finance and HR Superintendent- Marla DeCicco-report attached.
- C. Recreation Superintendent- Tom Ritter- report attached.
- D. Parks Superintendent- James Kim- report attached
- E. Marketing & Communications Manager- Cheryl Buhmann – report attached.
- F. Facility Manager – Joseph Zimmermann – report attached.
- G. Commissioner/Committee Reports and Communications

Commissioner Ballowe announced that the annual Budget & Appropriation Hearing has been rescheduled from May 9th to May 10th. The hearing will take place at 8:00am in the Sullivan Community Center Board Room.

H. Board Correspondence - none

7. Unfinished Business – none

8. New Business

- A. Administrative Policy 2.50- Identity Protection Policy

Marla DeCicco reported to the board that in 2011 the board adopted Ordinance 4-11 implementing an Identity Protection Policy for the district. The policy language has now been integrated into the Administrative Policy Manual. The policy and statement of purpose have been placed on the employee intranet and included in required onboard hiring documents.



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B. Executive Director Work Plan Adoption

Commissioner Ballowe asked for a motion to approve the 2019-2020 Executive Director Workplan.

Motion by Commissioner Robbins.

Second by Commissioner Kessler.

Discussion: none.

Vote to approve the Executive Director Work Plan.

Ayes: Commissioner Kessler, Robbins, Ballowe.

Nays: None. Motion Carries

C. Resolution 3-19: A Resolution Authorizing the Transfer of Certain Funds from the General Corporate Fund to the Capital Projects Fund pursuant to Section 5-1 of the Park District Code

Commissioner Ballowe asked for a motion to approve Resolution 3-19

Motion by Commissioner Kessler.

Second by Commissioner Robbins.

Discussion: none.

Vote to approve Resolution 3-19.

Ayes: Commissioner Robbins, Kessler, Ballowe.

Nays: None. Motion Carries

D. Lakeview Fitness Grandfathered Policy Amendment

Commissioner Ballowe asked for a motion to approve the amendment to the Lakeview Fitness Grandfathered rate policy

Motion by Commissioner Robbins.

Second by Commissioner Kessler.

Discussion: none.

Vote to approve amendment.

Ayes: Commissioner Kessler, Robbins, Ballowe.

Nays: None. Motion Carries

E. Evergreen Lake Discussion Update

James Kim, Park Superintendent provided an update to the board regarding the plans to dredge the lake. James met with Burke engineering who has a comprehensive knowledge of the lake and

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topography based on earlier projects. Burke provided a proposal for a study of the lake and included a number of recommended action items. Burke will be invited to the May Park Board meeting to answer questions from the board.

F. W.W. Grainger Invoice Payable

Commissioner Ballowe asked for a motion to approve the W.W. Grainger invoice payable in the amount of \$275.04

Motion by Commissioner Robbins.

Second by Commissioner Kessler.

Discussion: none.

Vote to approve the W. W. Grainger invoice.

Ayes: Commissioner Kessler, Robbins, Ballowe.

Nays: None. Motion Carries

9. Commissioner Comments

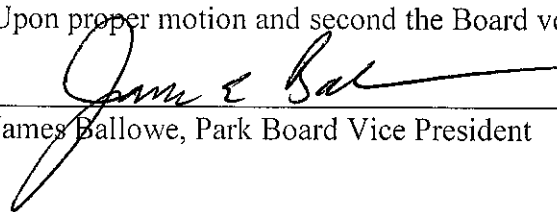
A. Commissioner Ballowe - none

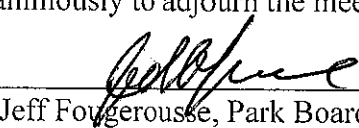
B. Commissioner Robbins - none

C. Commissioner Kessler -none

10. Adjournment

Upon proper motion and second the Board voted unanimously to adjourn the meeting at 7:30 p.m.


James Ballowe, Park Board Vice President


Jeff Fougere, Park Board Secretary



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