



Vernon Hills Park District
Board of Park Commissioners
Annual Board Meeting Minutes
May 23, 2019 – 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 6:35 p.m. at 635 N. Aspen Drive, Vernon Hills, IL 60061.

Present: Commissioners Robbins, Ballowe, Doerhoefer, Kessler. Staff: Jeff Fougousse, Marla DeCicco, James Kim, Cheryl Buhmann, Joe Zimmermann, Amy Darling, Tom Ritter. Commissioner Meline arrived at 7:15 p.m.

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 Special Board Meeting March 28, 2019

B. Minutes of the Regular Board Meeting April 25, 2019

C. Minutes of the Special Meeting May 10, 2019

D. Payables (less Grainger) & Payroll through May 23, 2019 in the amount of \$914,470.43.

President Doerhoefer asked for a motion to approve the Omnibus Vote Agenda

Motion by Commissioner Kessler.

Second by Commissioner Robbins.

Vote to approve the Omnibus Vote Agenda.

Ayes: Commissioner Ballowe, Robbins, Kessler, Doerhoefer

Nays: None. Motion Carries

4. Welcome to Visitors and Guests - Public Comment Period - None.

5. Financial Reports for the Period Ending April 30, 2019

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

At this time, President Doerhoefer stated that Item 7- Unfinished Business would precede Reports and Communication.



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- A. Fuel Tank Remediation :** President Doerhoefer called Paul from Mankoff Industries to the podium.. Paul provided an update on the excavation of contaminated soil at the old park maintenance property. He is hopeful that the excavation will satisfy the Illinois Environmental Protection Agency to approve the property for no further remediation. If cleared, the IEPA will do so with certain deed restrictions in place. The property will be required to remain a commercial/industrial site; it would not be approved for residential status; a water recovery system would be required (no well); an engineered barrier would be required and any further soil removal will need to be disposed of properly. Paul is in constant communication with the IEPA project manager and will pass on the results of their findings as soon as they are received.
 - B. Evergreen Lake-** President Doerhoefer invited Jed from Christopher Burke Engineering to the podium. Jed presented the board with a cost analysis and suggested course of action to remove or reduce sediment and restore the shoreline for Evergreen Lake. The primary recommendations for the project were aeration and shoreline stabilization. There is currently \$50,000 in the district capital improvement plan for this project with the potential for a matching donation from the Village.

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-** Joe Zimmermann- report attached.
- G. Commissioner/Committee Reports and Communications-** none
- H. Board Correspondence –** President Doerhoefer read aloud a correspondence from the Shadow Creek Homeowners Association. The correspondence was in support of the park district plan to address growth on the south side of the creek from Hazeltine along the Shadow Creek Circle community.

8. New Business

- A. Budget Ordinance 04-19:** An Ordinance Making a Combined Annual Budget & Appropriation of Funds for the Vernon Hills Park District for the Fiscal Year Beginning June 1, 2019 and Ending May 31, 2020.

President Doerhoefer asked for a motion to approve Ordinance 4-19

Motion by Commissioner Robbins.

Second by Commissioner Kessler.

Vote to approve Ordinance 4-19.

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

Nays: None. Motion Carries



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B. June 17, 2019 Regular Park Board Meeting Location Change

President Doerhoefer announced that the June 27, 2019 Regular Park Board meeting will take place at Hawthorn Melody Park located at 2221 Hazeltine Drive. A community barbecue will be held prior to the meeting from 5:00 p.m. – 6:30 p.m.

C. Election: President and Vice-President President and Vice-President

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

A voice vote for all those in favor of closing nominations for the office of Park Board President was signified so by all Commissioners saying Aye.

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

A voice vote for all those in favor of closing nominations for the office of Park Board Vice President was signified so by all Commissioners saying Aye.

D. Appointments: Secretary, Treasurer, Attorney

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

Commissioner Meline motioned for Executive Director Fougousse as Board Secretary, Superintendent DeCicco as Board Treasurer and Tressler, LLP as the Board Attorney. Commissioner Ballowe seconded the motion.



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President Doerhoefer asked for a roll call to appoint Executive Director Fougousse as Board Secretary, Superintendent DeCicco as the Board Treasurer and Tressler, LLP as the Board Attorney.

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

Nays: None. Motion carries.

E. Committee Liaison Assignments

President Doerhoefer appointed Commissioner Kessler as the Hawthorn School District 73 Liaison. President Doerhoefer appointed Commissioner(s) Ballowe and Doerhoefer as the Park District/Village of Vernon Hills Liaison.

F. W.W. Grainger Invoice Payable

President Doerhoefer asked for a motion to approve the W.W. Grainger invoice in the amount of \$1,694.62.

Motion by Commissioner Robbins.

Second by Commissioner Meline.

Vote to approve the W.W. Grainger invoice.

Ayes: Commissioner Meline, Robbins, Ballowe, Kessler,

Abstain: Doerhoefer

Nays: None. Motion Carries

7. Commissioner Comments

A. Commissioner Ballowe -none

B. Commissioner Meline - none

C. Commissioner Robbins - none

D. Commissioner Kessler - none

E. Commissioner Doerhoefer - none

8. Adjournment

Upon proper motion and second the Board voted unanimously to adjourn the meeting at 7:38 p.m.


David Doerhoefer, Park Board President


Jeff Fougousse, Park Board Secretary



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