



Vernon Hills Park District
Board of Park Commissioners
Regular Board Meeting Minutes
October 24, 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 Vice President Ballowe at 6:35 p.m. at 635 N. Aspen Drive, Vernon Hills, IL 60061.

Present: Commissioners Ballowe, Kessler, Meline, Robbins.

Absent: Commissioner Doerhoefer.

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

Guests Present: Carol Sente, Lori Vierow, Sarah Dreier.

2. Pledge of Allegiance -Vice President 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 September 19, 2019
- B. Minutes of the Regular Board Meeting September 19, 2019
- C. Minutes of the Closed Session September 19, 2019
- D. Payables (less Grainger) & Payroll through October 24, 2019

Vice President Ballowe asked for a motion to approve items on the Omnibus Agenda.

Motion by Commissioner Robbins.

Second by Commissioner Kessler.

Discussion: none.

Vote to approve the Omnibus Vote Agenda.

Ayes: Commissioner Ballowe, Kessler, Meline, Robbins.

Nays: None. Motion Carries





4. Financial Reports for the Period Ending September 30, 2019

Vice President Ballowe confirmed with Superintendent DeCicco that the September 30, 2019 financial reports are currently on file.

Vice President Ballowe asked for a motion to approve the financial reports for the period ending September 30, 2019 pending audit adoption.

Motion by Commissioner Robbins.

Second by Commissioner Kessler.

Discussion: none.

Vote to approve the Financial Reports for the period ending September 30, 2019 pending audit adoption.

Ayes: Commissioner Kessler, Meline, Robbins, Ballowe.

Nays: None. Motion Carries

5. Welcome to Visitors and Guests - Public Comment Period -none

6. Unfinished Business -None

7. New Business

A. Sullivan Community Center Skate Park Presentation- Lori Vierow

Vice President Ballowe invited Lori Vierow and Sarah Dreier of JSD Professional Services to present renderings of three proposed skate park designs. Lori explained that the vendors were instructed to use the current topography as much as possible and were given a budget for the project. The features of each design were highlighted for the park board. Lori stated that she hoped to receive direction from the park board as to which design would be presented at the Vernon Hills Community Meeting on November 7. The park board determined that the design options presented by Evergreen Skateparks best met the financial and topographical needs of the project. Lori will inform the vendor of the board's decision. A representative from Evergreen Skateparks will be present for the community input meeting.

B. 2020-2024 Strategic Plan Presentation

Vice President Ballowe invited Carol Sente to present the 2020-2024 proposed Strategic Plan. Carol thanked the Park Board, Executive Director Jeff Fougousse, the entire full-time staff, the community and Jarrod Scheunemann for all their contributions to developing the community's Strategic Direction for the coming five years.



Sullivan Community Center 635 N. Aspen Drive • Vernon Hills, IL 60061 • Phone 847-996-6800 • Fax 847-996-6801

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Maintenance Facility 1400 Indianwood Drive • Vernon Hills, IL 60061 • Phone 847-362-0920 • Fax 847-362-3618

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Carol informed the board that both the districts Vision and Mission Statements were the foundation from which the plan was developed.

Carol reviewed each of the strategic areas of focus in the plan and concluded with the methods by which the plan would be implemented.

Vice President Ballowe asked for a motion to adopt the 2020-2024 Strategic Plan.

Motion by Commissioner Meline.

Second by Commissioner Kessler.

Discussion: none.

Vote to approve the 2020-2024 Strategic Plan.

Ayes: Commissioner Kessler, Ballowe, Robbins, Meline.

Nays: None. Motion Carries

C. 2020 Park Board Meeting Schedule

Vice President Ballowe asked for a motion to approve the 2020 Park Board Meeting Schedule.

Motion by Commissioner Meline.

Second by Commissioner Kessler.

Discussion: none.

Vote to approve the 2020-2024 Strategic Plan.

Ayes: Commissioner Ballowe, Meline, Kessler, Robbins.

Nays: None. Motion Carries

D. IAPD Annual Business Meeting Credentials

Vice President Ballowe asked for Park Board Volunteers to be the District's Delegate and Alternate for the 2020 IAPD Annual Business Meeting on Saturday, January 25, 2020 at 3:30 pm at the Hyatt Regency Hotel, Chicago. None were received.

Vice President asked for a motion to approve Commissioner Doerhoefer as the IAPD annual business meeting delegate and Commissioner Ballowe as the first alternate.

Motion by Commissioner Robbins.

Second by Commissioner Kessler.

Discussion: none.

Vote to approve the District's IAPD Delegate and Alternate.



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Ayes: Commissioner Robbins, Ballowe, Kessler, Meline.

Nays: None. Motion Carries

E. W.W. Grainger Invoice Payable - none

8. Reports and Communication

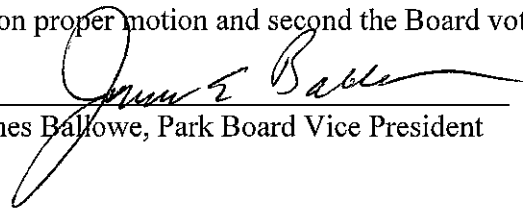
- A. Executive Director- Jeff Fougerousse- report attached. In addition, Jeff reported that Commissioners Ballowe and Kessler will be recognized as Master Board Members by the IAPD at the State Conference.
- B. Finance and HR Superintendent – Marla DeCicco- report attached.
- C. Recreation Superintendent- 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 -none


9. Commissioner Comments

- A. Commissioner Ballowe -none.
- B. Commissioner Meline –none.
- C. Commissioner Robbins –none.
- D. Commissioner Kessler – thank you to the staff for all the work on the Strategic Plan.

10. Adjournment

Upon proper motion and second the Board voted unanimously to adjourn the meeting at 7:55 p.m.


James Ballowe, Park Board Vice President


Jeff Fougerousse, Park Board Secretary



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