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Annual Board Meeting Minutes  
May 28, 2020

President Doerhoefer stated that the public may join this meeting from a computer, tablet or smartphone at the following link:

<https://global.gotomeeting.com/join/613521701>

Or by dial in using a phone  
United States: +1 (872) 240-3212  
Access Code: 613-521-701

**1. Call to Order the Annual meeting of the Vernon Hills Park District and ask for Roll Call**

The Remote Annual meeting of the Vernon Hills Board of Park Commissioners was called to order by President Doerhoefer at 6:30 p.m.

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

- 2. 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 April 23, 2020**
  - B. Minutes of the Special Board Meeting May 7, 2020**
  - C. Payables & Payroll through May 28, 2020 in the amount of \$497,374.77**

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

Motion by Commissioner Robbins.

Second by Commissioner Ballowe.

Vote to approve the Omnibus Vote Agenda.

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

Nays: None. Motion Carries

**3. Welcome to Visitors and Guests - Public Comment Period- none.**



**Sullivan Community Center** 635 N. Aspen Drive • Vernon Hills, IL 60061 • Phone 847-996-6800 • Fax 847-996-6801  
**Lakeview Fitness** 700 Lakeview Parkway. • Vernon Hills, IL 60061 • Phone 847-996-6330 • Fax 847-367-5855  
**Maintenance Facility** 1400 Indianwood Drive • Vernon Hills, IL 60061 • Phone 847-362-0920 • Fax 847-362-3618  
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#### 4. Financial Reports for the Period Ending April 30, 2020

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

#### 5. 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 acknowledged receiving an email from resident John Keister who asked the Park Board to please consider opening the Family Aquatic Center this season.

#### 6. Unfinished Business – none.

#### 7. New Business

- A. Ordinance 3-20: An Ordinance Making a Combined Annual Budget & Appropriation of Funds for the Vernon Hills Park District for the Fiscal Year Beginning June 1, 2020 and Ending May 31, 2021.

President Doerhoefer asked for a motion to approve Ordinance 3-20

Motion by Commissioner Meline.

Second by Commissioner Robbins.

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

Nays: None. Motion Carries

#### B. Election: President and Vice-President

Secretary Fougrousse asked for nominations for the election of the Park Board President. Commissioner Robbins nominated Commissioner Doerhoefer for Park Board President. Commissioner Kessler seconded the motion.

Secretary Fougrousse asked if there are any other nominations to be heard. Seeing that there were no other nominations Secretary Fougrousse asked for a roll call:

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

Nays: None. Motion Carries



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Secretary Fougousse asked for nominations for the election of the Park Board Vice President. Commissioner Robbins nominated Commissioner Ballowe for Park Board Vice President. Commissioner Meline seconded the motion.

Secretary Fougousse asked if there are any other nominations to be heard. Seeing that there were no other nominations Secretary Fougousse asked for a roll call:

Ayes: Commissioner Robbins, Meline, Ballowe, Kessler, Doerhoefer  
Nays: None. Motion Carries

#### C. 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.

Motion by Commissioner Robbins.

Second by Commissioner Kessler.

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

Nays: None. Motion Carries

#### D. 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.

#### E. Lakeview Utility Easement Agreement

President Doerhoefer asked for a motion to adopt the Commonwealth Edison Lakeview Easement Agreement.

Motion by Commissioner Robbins.

Second by Commissioner Ballowe.

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

Nays: None. Motion Carries

#### F. Com Ed Grosse Pointe ROW 2020

President Doerhoefer asked for a motion to adopt the Commonwealth Edison Grosse Pointe 2020 ROW.



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Motion by Commissioner Kessler.  
Second by Commissioner Ballowe.  
Ayes: Commissioner Meline, Kessler, Ballowe, Robbins, Doerhoefer  
Nays: None. Motion Carries

#### G. Administrative Policy Appendix B: Investment Policy

President Doerhoefer asked for a motion to adopt the revised Appendix B of the district Administrative Policy.

Motion by Commissioner Robbins.  
Second by Commissioner Ballowe.  
Ayes: Commissioner Ballowe, Kessler, Robbins, Meline, Doerhoefer.  
Nays: None. Motion Carries

#### H. FAC Opening 2020

Jeff Fougousse updated the board on current DCEO guidelines which do not include public pool guidance. There are currently no guidelines issued from the IDPH. Those guidelines were expected today and did not come forth. The consensus of the board is to continue to await those guidelines before making a decision regarding opening the Family Aquatic Center.

#### 8. Commissioner Comments

- A. Commissioner Ballowe -none.
- B. Commissioner Meline – none.
- C. Commissioner Robbins - none.
- D. Commissioner Kessler – none.
- E. Commissioner Doerhoefer – Commissioner Doerhoefer asked if the other board members would be interested in holding the June 25 Regular Board Meeting live in the Sullivan Center Community Room? The response was yes; staff will work out the details.

#### 10. Adjournment

Upon proper motion and second the Board voted unanimously to adjourn the meeting at 7:14 p.m.

David Doerhoefer, Park Board President

Jeff Fougousse, Park Board Secretary

