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**Vernon Hills Park District  
Board of Park Commissioners  
Minutes of the Regular Board Meeting  
December 17, 2020 – 6:00p.m.**

President Doerhoefer stated the following:

“Per State of Illinois Executive Order 2020-73 this meeting will be conducted remotely.

Public may join this meeting from computer, tablet or smartphone at:

<https://global.gotomeeting.com/join/459237061>

Public may also join this meeting using a dial in phone at: 1 (571) 317-3112

Access Code: 459-237-061

President Doerhoefer further stated that the meeting would be recorded.

**1. Call to Order and Roll Call**

President Doerhoefer called the meeting to order at 6:03 p.m.

Present: Commissioners Sente, Doerhoefer, Kessler, Meline, Robbins.

Staff: Jeff Fougerousse, Amy Darling, James Kim, Cheryl Buhmann, Lacy Velasquez, Marla DeCicco, 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 Meeting November 19, 2020**

**B. Payables & Payroll through December 17, 2020 in the amount of \$489,011.66.**

President Doerhoefer asked for a motion to approve Omnibus Agenda

Motion by Commissioner Robbins.

Second by Commissioner Kessler.

Discussion: None.

Vote to approve the Omnibus Vote Agenda.

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

Nays: None. Motion Carries

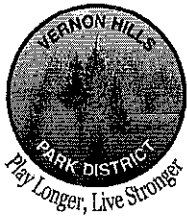


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### 3. Financial Reports for the Period Ending November 30, 2020

President Doerhoefer asked Marla if there were any changes to the financial reports as filed. Marla confirmed reports stand as filed.

### 4. Welcome to Visitors and Guests - Public Comment Period – No guests in attendance. No public comments.

### 5. Unfinished Business- None

### 6. Reports and Communication

- A. Executive Director- Jeff Fougerousse- report attached. In addition, Jeff recognized Marla for being selected for a Distinguished Service award through IPRA's Administration and Finance section. This professional group selects one individual annually for this honor.
- B. Finance and HR Superintendent – Marla DeCicco- report attached. In addition, Marla provided follow up information regarding the balances still reflected in the D73 kindergarten building account. The district had hoped to see that account with a lower balance by the end of May, however D73 is still working toward processing the remaining payables for the construction of the building. Marla also noted that SWALCO will not be charging the district for their services in the Recycle A Rama as a way to recognize the exceptional cooperative relationship.
  - 1) Year End Projection Update- Marla reviewed the 6 month actual and 6 month projected expenses for the district. The projected year end does not give any significant concern at this time.

Commissioner Robbins inquired as to the format of the financial statements for the kindergarten building. The building is not currently reflected as an asset on the district financial statement. Jeff explained that the financial reporting for the kindergarten building represented the directives provided by the auditors.

Commissioner Robbins inquired as to whether the district should hold any funds in the kindergarten account to cover any unexpected expenses in the future. Marla explained that the district defers to the school district for approvals of payables. If any punch list type items were to arise after the account was exhausted, the district would not be responsible to cover those payables.

Commissioner Robbins commented on the year end projected budget. Marla explained that the first 6 months of the year is when property tax revenue is received and bond funds are not always received in the same calendar month each year. Expenses fluctuate each month and the second 6 months typically are more expense heavy.

Commissioner Meline commented that accounting practices of the park district accounting are not the same as a private business. He further commented that the negative balance currently shown for the

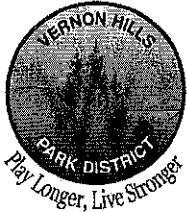


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kindergarten account was offset by the funds received by D73 in a separate accounting period. Jeff will follow up with the board if an amended reporting format is viable.

- 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- Lacy Velasquez- report attached. Commissioner Kessler inquired as to whether all of the members at Lakeview were aware of the need for the App required for reservations. Lacy is confident that effective communications have been made via email, social media and direct member contact.
- G. Commissioner/Committee Reports and Communications- None
- H. Board Correspondence - None

#### 7. New Business

- A. Greystar Development Waiver Request – Jeff provided an update on the request by Greystar to spread out the payment of impact fees due to the district. After discussion the board consensus does not favor this plan. Commissioner Sente further stated that she respects the developers request but reminds the public that 50% of the operational funds for the district come from property tax and the other 50% from other sources. Accepting the full impact fees due the district would continue to maintain fiscal responsibility.
- B. Ordinance 06-20: An Ordinance for the Levy and Assessment of Taxes for the Year 2020

President Doerhoefer asked a motion to approve Ordinance 06-20

Motion by Commissioner Robbins.

Second by Commissioner Meline.

Discussion: None.

Vote to approve Ordinance 06-20.

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

Nays: None. Motion Carries

- C. 2020 Strategic Plan Report Card Review – Jeff provided the annual report card to the board. No comments or questions were received.

#### 8. Commissioner Comments

- A. Commissioner Kessler - Congratulations Marla and Happy Holidays and New Year.
- B. Commissioner Meline – Congratulations Marla, staff is much appreciated and recognized for their work. Happy Holidays.
- C. Commissioner Robbins- Happy and Healthy 2021.
- D. Commissioner Sente – Congratulations Marla and thank you to the staff. The sexual harassment training she was required to complete as a board member was very well written and



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comprehensive. She is thrilled for the 30 percent solar energy implemented at the district and wishes all a Happy Holiday.

E. Commissioner Doerhoefer – Congratulations, Marla and Happy Holidays.

## 11. Adjournment

Upon proper motion and second the Board voted unanimously to adjourn the meeting at 7:00 p.m.

David Doerhoefer, Park Board President

Jeff Fougrouse, Park Board Secretary



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