



Vernon Hills Park District
Board of Park Commissioners
Regular Board Meeting Minutes
January 28, 2021 – 6:00p.m.

1. Call to Order and Roll Call

President Doerhoefer called the meeting to order at 6:00 p.m.

Present: Commissioners Sente, Doerhoefer, Kessler, Robbins.
Commissioner Meline present by telephone.
Staff: Jeff Fougrousse, Marla DeCicco.

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 December 17, 2020
 - B. Payables & Payroll through January 28, 2021 in the amount of : \$671,849.46

President Doerhoefer asked for a motion to approve Omnibus Agenda

Motion by Commissioner Kessler.

Second by Commissioner Sente.

Discussion: None.

Vote to approve the Omnibus Vote Agenda.

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

Nays: None. Motion Carries

3. Financial Reports for the Period Ending December 31, 2020

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

4. Welcome to Visitors and Guests - Public Comment Period – no visitors or guests were present.
5. Unfinished Business – none.





6. Reports and Communication

- A. Executive Director- Jeff Fougrousse- report attached. In addition, on behalf of Parks Superintendent James Kim, Jeff reminded the public that dogs are required to be on leash in our parks. Sled hill and ice rinks are currently open to the public. Restrooms at Century Park Pavilion are accessible but the facility will not be used as a warming shelter due to mitigation restrictions. The redwood sign at the entrance of Sullivan Center as well as a few other park signs are being repaired and repainted internally by staff. Farewell and thank you to Tom Bodkin who retired last month. On behalf of Facility Manager Lacy Velasquez, Jeff reported that the revised mitigations will allow for more members to be in the facility. Lacy is working with instructors on return to in person classes. Swim team and lessons have resumed.
- B. Finance & HR Superintendent- Marla DeCicco- report attached.
- C. Commissioner/Committee Reports and Communications- none.
- D. Board Correspondence –President Doerhoefer read aloud a correspondence from Senator Adriane Johnson thanking the district for hosting the recent coat drive at the Sullivan Center. Senator Johnson looks forward to working with the park district on future projects and wishes the staff and Park Board a Happy New Year.

7. New Business

- A. Ordinance 1-21: AN ORDINANCE abating the tax heretofore levied for the year 2020 to pay debt service on General Obligation Park Bonds (Alternate Revenue Source) Series 2013A, of the Vernon Hills Park District, Lake County, Illinois

President Doerhoefer asked for a motion to approve Ordinance 1-21

Motion by Commissioner Robbins.

Second by Commissioner Sente.

Discussion: None.

Vote to approve Ordinance 1-21.

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

Nays: None. Motion Carries

- B. Ordinance 2-21: AN ORDINANCE abating the tax heretofore levied for the year 2020 to pay debt service on General Obligation Park Bonds (Alternate Revenue Source) Series 2016A, of the Vernon Hills Park District, Lake County, Illinois

President Doerhoefer asked for a motion to approve Ordinance 2-21

Motion by Commissioner Sente.

Second by Commissioner Kessler.

Discussion: None.



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Vote to approve Ordinance 2-21.

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

Nays: None. Motion Carries

C. 2021-2025 Capital Improvement Plan

President Doerhoefer asked for a motion to approve the 2021-2025 Capital Improvement Plan.

Motion by Commissioner Robbins.

Second by Commissioner Kessler.

Discussion: Commissioner Kessler would like to table this item and include it in the upcoming budget workshop. Board members concur.

Motion does not carry.

D. Salary Classification Schedule

President Doerhoefer asked for a motion to approve the FY 21/22 Salary Classification Schedule.

Motion by Commissioner Kessler.

Second by Commissioner Sente.

Discussion: Commissioner Robbins inquired as to whether there were any increases to maximum ranges for staff already at the top of their range. Marla responded that no increases to maximums were made. Commissioner Robbins further inquired as to how the ranges were established. Marla explained that the 2020 HR Source Park and Recreation Compensation Survey was used to create the schedule.

Vote to approve FY21/22 Salary Classification Schedule.

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

Nays: None. Motion Carries

E. 2021 Merit Recommendation

President Doerhoefer asked for a motion to approve the FY21/22 Merit Increase Recommendation.

Motion by Commissioner Sente.

Second by Commissioner Kessler.

Discussion: Commissioner Robbins inquired as to what the board was being asked to approve. Jeff explained that the board was being asked to approve a merit increase pool of up to 3%. Commissioners Robbins and Meline would like to table this item and include it in the upcoming budget workshop.

Commissioners Robbins and Meline would like a budget proposed with both a 3% and a 0% increase to review. Board members concur. Commissioner Sente inquired as to whether tabling the item would present any issues in the timeline for implementing any merit increase. Marla explained that merit increases were awarded at the beginning of the fiscal year in June, as such, there is plenty of time.

Commissioner Kessler inquired about discussing the merit topic in the presence of staff. Jeff



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explained that the budget workshop is an open meeting. Staff may excuse themselves during the discussion if they prefer. Commissioner Sente clarified that the decision of the board is to determine the pool percentage, not individual staff increases.
Motion does not carry.

F. Recognition of President Doerhoefer

Commissioner Kessler presented President Doerhoefer with the IAPD Board Member Development recognition award for achieving the level of Master Board Member.

8. Commissioner Comments

- A. Commissioner Kessler- Congratulations Dave on a well deserved recognition.
- B. Commissioner Meline – Congratulations Dave.
- C. Commissioner Robbins –Congratulations Dave.
- D. Commissioner Sente – Congratulations Dave. Commissioner Sente attended an outstanding racial inequity presentation that could be beneficial at a staff level. Marla confirmed that she and Jessica have been working on this topic and look forward to developing this initiative.
- E. Commissioner Doerhoefer – thank you all for your support.

9. President Doerhoefer asked for a motion to enter closed session under

- Section 2(c)(1) of the Illinois Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employee of the public body, and
- Section 2(c)(2) of the Illinois Open Meetings Act to discuss matters between the public body and its employees concerning salary schedules for one or more classes of employee.

Motion by Commissioner Robbins.

Second by Commissioner Sente.

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

Nays: None. Motion Carries

10. Action, if any on Closed Session sections.

The Park Board returned to open session at 7:09 PM. No action was taken during the closed session.

Upon proper motion and second the Board voted unanimously to adjourn the meeting at 7:10 p.m.

David Doerhoefer, Park Board President

Jeff Fougousse, Park Board Secretary

