



Vernon Hills Park District
Board of Park Commissioners
Regular Board Meeting Minutes
March 25, 2021 – 6:00 p.m.
635 N. Aspen Drive, Vernon Hills, IL 60061

1. Call to Order and Roll Call

President Doerhoefer called the meeting to order at 6:10 p.m.

Present: Commissioners Sente, Doerhoefer, Kessler, Robbins.
Commissioner Meline present by electronic means.
Staff: Jeff Fougerousse, Amy Darling, James Kim.

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.

Items presented for the Omnibus Vote Agenda are:

- A. Minutes of the Special Board Meeting, February 25, 2021
- B. Minutes of the Regular Board Meeting, February 25, 2021
- C. Minutes of the Special Board Meeting, March 18, 2021
- D. Minutes of the Special Board Meeting, March 21, 2021
- E. Payables & Payroll through March 25, 2021 in the amount of \$365,258.76

Motion by Commissioner Robbins.

Second by Commissioner Sente.

Discussion: None.

Vote on motion:

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

Nays: None. Motion Carries

4. Financial Reports for the Period Ending February 28, 2021

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





5. Welcome to Visitors and Guests - Public Comment Period No visitors or guests were present.
6. Unfinished Business-No unfinished business.
7. Reports and Communication
 - A. Executive Director- Jeff Fougerousse- report attached.

Jeff provided updates to the board on behalf of Cheryl Buhmann, Marketing & Communications Manager; Marla DeCicco, Finance & HR Superintendent; Tom Ritter, Recreation Superintendent and Lacy Velasquez, Facility Manager. Reports are attached.

Jeff asked the board for direction on contracting a professional videographer to shoot the Gold Medal video if the district is selected as a finalist. Given the quick turnaround time if selected, it would be in the best interest of the district to secure the videographer as quickly as possible if that is the direction the board would like to take. Commissioner Kessler inquired as to whether the videographer would be willing to shoot several shorter, more community awareness style videos if the district is not selected as a finalist and does not need to submit a full 5 minute production. Jeff will check with the videographer. Commissioner Sente commented that having been involved in the Gold Medal application process, she was reminded of the many things the park district does for the community. She further concurred that the idea of creating multiple theme related short videos for the community would be an advantageous marketing tool. The consensus of the board is to contract with the videographer as long as there is flexibility in the scope of the project based on the results of the Gold Medal application.

Commissioner Robbins requested an update on the snow machine that was discussed during the budget meetings. Jeff responded that after reviewing the number of man hours needed to operate the machine as well as the comparative cost to have an outside source make the snow it has been determined that the machine is cost prohibitive for this year. The focus will turn to the improving the topography of the sled hill.

Commissioner Robbins requested clarification of the amended FAC budget presented. Jeff explained that the utility cost has been included in the updated budget. Commissioner Kessler inquired as to how many days of operation the budget is based on. Jeff confirmed that budget is based on a 54 day season.

Commissioner Sente thanked the staff for producing the type of reporting summary that was presented for the FAC. It is very helpful to the board.

- B. Parks Superintendent- James Kim – report attached.
- C. Commissioner/Committee Reports and Communications





- 1) Liaison Committee Report- Commissioner Kessler attended the meeting and reported that it went well. Discussions included plans for Fourth of July parade, Summer Celebration, Ribfest and how mitigations affect these events. Discussion also took place on the Laschen tennis court and playground project. Commissioner Kessler expressed that the opportunity to meet with both the Village and the School Board was very beneficial.

D. Board Correspondence- President Doerhoefer read aloud a letter from Senator Adriane Johnson congratulating the district on being selected as a PARC grant recipient.

8. New Business

A. Hartmann Fitness Station Recommendation

President Doerhoefer asked for a motion to award installation and site concrete work for this project to All Surface Installers in the amount of \$15,965.

Motion by Commissioner Sente.

Second by Commissioner Kessler.

Discussion: None.

Vote on motion:

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

Nays: None. Motion Carries

President Doerhoefer asked for a motion to award synthetic turf product and installation to Perfect Turf in the amount of \$14,875.

Motion by Commissioner Robbins.

Second by Commissioner Sente.

Discussion: None.

Vote on motion:

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

Nays: None. Motion Carries

B. Century Park Boat Dock Shelter Roof Recommendation

President Doerhoefer asked for a motion to award the project to Anthony Roofing of Tecta America in the amount of \$24,556.45.

Motion by Commissioner Meline.

Second by Commissioner Sente.



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

Lakeview Fitness Center 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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Discussion: Commissioner Robbins asked if this was the only quote received for this project. James commented that other verbal quotes were received at much higher prices and without being able to complete the entire project. The district has used this vendor on another district project.

Vote on motion:

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

Nays: None. Motion Carries

C. Athletic Paint Striper Recommendation

President Doerhoefer asked for a motion to award this purchase to Conserv FS in the amount of \$13,570.00

Motion by Commissioner Sente.

Second by Commissioner Robbins.

Discussion: None.

Vote on motion:

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

Nays: None. Motion Carries

D. 2021 Landscape Bed Maintenance Award

President Doerhoefer asked for a motion to award the contract Shamrock Hardscapes & Restoration, Inc in the amount of \$46,000.00.

Motion by Commissioner Sente.

Second by Commissioner Meline.

Discussion: None.

Vote on motion:

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

Nays: None. Motion Carries

E. Resolution 02-21: Display of Tentative FY 21/22 Budget

President Doerhoefer asked for a motion to approve Resolution 02-21.

Motion by Commissioner Meline.

Second by Commissioner Sente.

Discussion: None.

Vote on motion:

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

Nays: None. Motion Carries



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F. Semi-Annual Review, Approval, and/or Release of Closed Session Minutes

President Doerhoefer asked if any commissioner would like to make a motion to make the minutes of the Closed Session of January 28, 2021 available to the public it having been determined by the Board that they no longer require confidential treatment?

Motion by Commissioner Robbins.

Second by Commissioner Kessler.

Discussion: None.

Vote on motion:

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

Nays: None. Motion Carries

President Doerhoefer asked if any commissioner would like to make a motion that the Park Board hereby determines that the need for confidentiality still exists as to all remaining closed session minutes, or portions thereof, not previously released for public inspection, and the same shall not be released for public inspection at this time?

Motion by Commissioner Sente.

Second by Commissioner Robbins.

Discussion: None.

Vote on motion:

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

Nays: None. Motion Carries

President Doerhoefer asked if any commissioner would like to make a motion to approve the destruction of audio tapes of the Closed Sessions held March 28, 2019 and September 19, 2019 having been determined by the Board that appropriate minutes were recorded as approved and meet the written minutes requirements of the Open Meetings Act and at least 18 months have passed since the meetings were held?

Motion by Commissioner Sente.

Second by Commissioner Robbins.

Discussion: None.

Vote on motion:

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

Nays: None. Motion Carries





G. Century Park and Sugar Creek Playground Renderings

Parks Superintendent James Kim presented renderings for both playgrounds. Renderings were provided by: Burke, Landscape Structures, Kompan, Cunningham Recreation and Parkreation.

The board selected Kompan as the vendor for the Century Park Playground. Consensus of the board was to select Landscape Structures as the vendor for Sugar Creek playground. A neighborhood meeting will be scheduled for Sugar Creek residents to give input on the proposed Landscape Structure designs.

9. Commissioner Comments

- A. Commissioner Sente- moving forward with Lakeview project Commissioner Sente would like to see construction managers consider an at risk delivery method and to be permitted to self perform.
- B. Commissioner Meline –no comments.
- C. Commissioner Robbins – no comments.
- D. Commissioner Kessler – thank you Commissioner Sente for joining the park board. Your professional experience and background are very helpful as we go into the construction projects.
- E. Commissioner Doerhoefer –no comments.

10. Adjournment

Upon proper motion and second the Board voted unanimously to adjourn the meeting at 7:50 p.m.

David Doerhoefer, Park Board President

Jeff Fougrousse, Park Board Secretary

