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Vernon Hills Park District  
Board of Park Commissioners  
Regular Board Meeting Minutes  
635 N. Aspen Drive, Vernon Hills, Illinois  
June 24, 2021- 6:00p.m

1. Call to Order and Roll Call

The Regular Meeting of the Vernon Hills Board of Park Commissioners was called to order by President Doerhoefer at 6:00 p.m.

Present: Commissioners Robbins, Sente, Kessler, Doerhoefer. Commissioner Meline arrived at 6:30 p.m.  
Staff: Jeff Fougerousse, Marla DeCicco, Tom Ritter, James Kim, Cheryl Buhmann, Lacy Velasquez and Amy Darling.

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.

A. Minutes of the Annual Board Meeting May 27, 2021

B. Minutes of the Closed Session May 27, 2021

C. Payables & Payroll through June 24, 2021 in the amount of \$545,488.89.

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

Motion by Commissioner Kessler.

Second by Commissioner Sente.

Ayes: Commissioner Robbins, Sente, Kessler, Doerhoefer.

Nays: None. Motion Carries

4. Welcome to Visitors and Guests - Public Comment Period

5. Financial Reports for the Period Ending May 31, 2021

President Doerhoefer asked Marla if there are any changes to the Financial Reports that are currently on file. No changes were reported.

6. Unfinished Business- 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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## 7. New Business

### A. Williams Architects

President Doerhoefer invited Tom Poulos to the podium to address the Board in regards to the letter of agreement and proposed exterior outdoor fitness canopy for Lakeview Fitness Center. Tom provided examples of other exterior outdoor fitness spaces for the board.

President Doerhoefer invited comments from fellow board members. Discussion took place regarding the security of the entry access point to the exterior fitness area. Conversation also took place regarding the value of the outdoor fitness area or if other areas of the facility could be better served. Facility Manager, Lacy Velasquez re-iterated that fitness space is the biggest challenge the center currently faces.

Discussion took place regarding the required use of the grant funds when making decisions regarding improvements to the interior and exterior of the facility. Comments were also made regarding use of space for equipment if an outdoor patio fitness space is constructed.

President Doerhoefer asked for a motion to adopt Williams Architects proposal for basic fees for architectural services in the amount of \$274,500.00.

Motion by Commissioner Sente.

Second by Commissioner Meline.

Discussion: Commissioner Robbins inquired as to the amount of the proposal. Executive Director Fougrouse clarified that specialty fees have been removed from the proposal at this time.

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

Nays: None. Motion Carries

### B. Revised Board Policy 1.05 Standing and Temporary Committees of the Board

President Doerhoefer asked for a motion to adopt Revised Board Policy 1.05.

Motion by Commissioner Robbins.

Second by Commissioner Sente.

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

Nays: None. Motion Carries

### C. Village of Vernon Hills Request for use of Century Park for July 4

President Doerhoefer asked for a motion to approve the Village request.

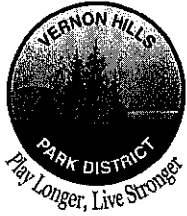


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Motion by Commissioner Meline.

Second by Commissioner Kessler.

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

Nays: None. Motion Carries

At this time, Debra Smith of Windsor Court in Vernon Hills addressed the Park Board of Commissioners. She welcomed Commissioner Sente back to the Park Board. She thanked the board and park district staff for the response to a request for pickle ball courts and programming. She stated that the group she plays with has grown to 71. She appreciates and thanked the district and staff for their efforts to continue to provide space to play pickle ball during the various phases of the pandemic.

**8. Reports and Communication**

- A. Executive Director- Jeff Fougerousse- 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- Lacy Velasquez-report attached.

**G. Commissioner/Committee Reports and Communications**

President Doerhoefer stated the following:

1. The Park District is in the process of updating its American w/Disabilities Act (ADA) Transition Plan. This plan is a formal document that outlines the Park District's compliance with ADA and is updated every 10 years.

Comments from the public are welcome and may be submitted to Executive Director, Jeff Fougerousse, at [jefff@vhparkdistrict.org](mailto:jefff@vhparkdistrict.org). Please submit any comments or questions prior to August 1, 2021.

The updated plan will be presented to the Park Board of Commissioners for approval at the August 26, 2021 Regular Park Board Meeting.

2. The July 22 Park Board meeting will be held at Hartmann Park, 290 Oakwood Drive at 6pm. Refreshments will be served prior to the meeting- residents are welcome at 5:00 p.m.

**H. Board Correspondence --none**

**9. Commissioner Comments**

- A. Commissioner Meline -- thank you to Jeff and staff for all of their work and efforts.
- B. Commissioner Robbins --none.

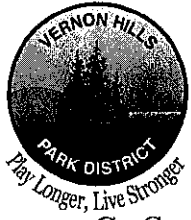


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- C. Commissioner Sente –none.
  - D. Commissioner Kessler – it is nice to hear that programming and special events are returning to the district.
  - E. Commissioner Doerhoefer – welcome back to staff in person to the meeting.

10. Adjournment

Upon proper motion and second the Board voted unanimously to adjourn the meeting at 7:20 p.m.

David Doerhoefer, Park Board President

Jeff Fougerousse, Park Board Secretary

