



Vernon Hills Park District
Board of Park Commissioners
Regular Board Meeting
February 24, 2022
635 N. Aspen Drive, Vernon Hills, IL 60061

Minutes

1. Call to Order/Roll Call

President Doerhoefer called the meeting to order at 7:00 p.m.

Present: Commissioners Sente, Robbins, Giraldo, Doerhoefer.

Absent: Commissioner Kessler.

Staff: Jeff Fougerousse, Amy Darling, Marla DeCicco, Jessica Mitchell, James Kim, Tom Ritter, Lacy Velasquez, Cheryl Buhman.

Guests Present: Debi Minske, Lynn DeAnda, Tom DeCicco, Randy Clark

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 Special Meeting January 20, 2022

B. Minutes of the Regular Meeting January 20, 2022

C. Minutes of the Special Meeting February 3, 2022

D. Payables & Payroll through February 24, 2022 in the amount of \$661,874.55.

President Doerhoefer asked for a motion to approve Omnibus Agenda

Motion by Commissioner Giraldo.

Second by Commissioner Sente.

Discussion: None.

Ayes: Commissioner Robbins, Sente, Giraldo, Doerhoefer.

Nays: None. Motion Carries

4. Financial Reports for the Period Ending January 31, 2022

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



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5. Welcome to Visitors and Guests - Public Comment Period

A. Proclamation recognizing Marla DeCicco

President Doerhoefer invited Marla to podium where he presented a Resolution recognizing Marla for her 21 years of service to the district and congratulated her on her retirement. Marla thanked the Board of Commissioners for the recognition. She has enjoyed working for Vernon Hills Park District. She is grateful for having the support and freedom to grow and develop multiple departments within the organization and wishes the district continued success.

6. Unfinished Business – none.

7. Reports and Communication

- A. Marketing & Communications Manager- Cheryl Buhmann- report on file.
- B. Parks Superintendent- James Kim –report on file.
- C. Recreation Superintendent- Tom Ritter- report on file.
- D. Facility Manager- Lacy Velasquez- report on file. In addition, President Doerhoefer thanked the Vernon Hills for their partnership not only for the use of the pool for our swim team but for all they have done for the district. Thank you to Mr. McDonald, Ms. Hermann and the entire school board.
- E. Finance and HR Superintendent – Jessica Mitchell- report on file. In addition, Jessica thanked Marla for her support during her transition. She recognizes that Marla is so well respected and valued throughout the park district community. Her groundwork is greatly appreciated. Commissioner Robbins asked who prepares the ACA reports. Jessica replied that the district’s financial software provides the information to prepare the ACA reports and they were completed by her and Marla. Commissioner Robbins asked if the district uses an outside payroll service. Marla replied that it has been something examined in the past, but that with the development of financial software available to the district it is easily and thoroughly completed in house.
- F. Executive Director- Jeff Fougerousse- report filed. In addition, Jeff thanked staff and his family for their involvement in his IAPD Professional of the Year Award.
- G. Commissioner/Committee Reports and Communications- none
- H. Board Correspondence-none

8. New Business

A. Annual Conduct Ordinance Review

President Doerhoefer asked Jeff if there are any changes to District Conduct Ordinance 2-04. Jeff replied that there are no substantive changes only a few wordsmith/spelling updates for the next time the booklet is printed.



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B. FY22-23 Salary Classification Schedule

President Doerhoefer asked for a motion to approve the FY22-23 Salary Classification Schedule.

Motion by Commissioner Giraldo.

Second by Commissioner Sente.

Discussion: None.

Ayes: Commissioner Robbins, Sente, Giraldo, Doerhoefer.

Nays: None. Motion Carries

C. 2022 Merit Recommendation

President Doerhoefer asked for a motion to approve the 2022 Merit Recommendation.

Motion by Commissioner Robbins.

Second by Commissioner Giraldo.

Discussion: None.

Ayes: Commissioner Sente, Robbins, Giraldo, Doerhoefer.

Nays: None. Motion Carries

D. 2023-2027 Capital Improvement Plan

President Doerhoefer asked for a motion to approve the 2023-2027 Capital Improvement Plan

Motion by Commissioner Sente.

Second by Commissioner Robbins.

Discussion: None.

Ayes: Commissioner Giraldo, Sente, Robbins, Doerhoefer.

Nays: None. Motion Carries

9. Commissioner Comments

A. Commissioner Robbins -- Marla, it's been a pleasure working with you these past 13 years. Wishing you and Tom a happy and healthy retirement.

B. Commissioner Sente- Marla, I'll miss you. I've had the good fortune of working with you the first time on the board, now again and also recall your service as interim director. You set a great example to staff who look to emulate your service. Wishing you and Tom all of the best in your retirement.



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- C. Commissioner Giraldo- although we haven't worked together very long, all of the comments made by so many others shows the impact you have made. Your legacy is recognized and thank you for your service.
 - D. Commissioner Doerhoefer –words don't express what you mean to the community, staff and this board. You are so well respected; on behalf of the community thank you for your service.

12. Adjournment

Upon proper motion and second the Board voted unanimously to adjourn the meeting at 7:38 p.m.

David Doerhoefer, Park Board President

Jeff Fougrousse, Park Board Secretary



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