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Vernon Hills Park District  
Board of Park Commissioners  
Regular Board Meeting

August 24, 2023- 6:00 P.M  
635 N. Aspen Drive  
Vernon Hills, IL 60061

Minutes

1. Call to Order

Vice President Sente called the meeting to order at 6:06 p.m.

2. Pledge of Allegiance

Vice President Sente led the Pledge of Allegiance.

Vice President Sente stated that President David Doerhoefer has made a request to attend this Regular Meeting by electronic means. Commissioner Doerhoefer is prevented from physically attending this Regular Meeting because of employment purposes.

By unanimous voice vote from Commissioners Robbins, Giraldo, Jacobs and Sente, the request was granted

3. Roll Call

Present: Commissioners Robbins, Giraldo, Jacobs, Sente.

Absent: Commissioner Doerhoefer

Staff: Jeff Fougerousse, Lacy Marinenko, Tom Ritter, James Kim, Jessica Mitchell, Cheryl Buhmann, Amy Darling.

Guests: Kathy Johnson, James Barnash, Sarah Armstrong

4. 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 Board Meeting July 27, 2023

B. Payables & Payroll through August 24, 2023 in the amount of \$852,050.31.

Vice President Sente asked for a motion to approve the Omnibus Agenda.

Motion by Commissioner Robbins.

Second by Commissioner Jacobs.



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Discussion: None.

Ayes: Commissioner Giraldo, Robbins, Jacobs, Sente.

Nays: None. Motion Carries

5. Welcome to Visitors and Guests - Public Comment Period

Vice President Sente announced that the Board would now hear remarks from the public. Remarks would be limited to three minutes and no board response will be given.

No remarks were heard by the Board.

6. Financial Reports for the Period Ending July 31, 2023

Vice President Sente asked Superintendent Mitchell if there any changes to the financial reports on file for the period ending July 31, 2023. No changes were reported.

Vice President Sente announced that Staff Reports would be moved to the end of business.

No Commissioner Committee Reports and Communications were heard.

Vice President Sente read aloud correspondence received from Vernon Hills Police Chief Patrick Kreis thanking the district for their participation in and assistance with the National Night Out event that took place on August 1.

7. Old Business – none.

8. New Business

A. 2023 District Risk Management Manual

Vice President Sente asked for a motion to approve the 2023 District Risk Management Manual.

Motion by Commissioner Jacobs.

Second by Commissioner Robbins.

Discussion: None.

Ayes: Commissioner Robbins, Jacobs, Giraldo, Sente.

Nays: None. Motion Carries

B. Lake Charles Survey Recommendation

Vice President Sente asked for a motion to award Peklay Surveyors the project for plat of survey and boundary marking of Lake Charles in the amount of \$9,500.

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Motion by Commissioner Jacobs.  
Second by Commissioner Giraldo.

Discussion: Commissioner Robbins asked for an explanation of purpose for this project. Superintendent of Parks James Kim explained that one of the issues that came out of the recent Park Chat with residents at Lake Charles was the recurrence of residents extending/encroaching their property lines onto park district property. Once boundaries are clearly established, Commissioner Robbins recommends that our conduct ordinance be revised to prevent residents from encroaching on park district property. Vice President Sente concurred that as the process moves forward, the board would hear recommendations from staff on any revisions to current policy regarding public use of park district property.

Ayes: Commissioner Giraldo, Robbins, Jacobs, Sente

Nays: None. Motion Carries

**C. Resolution 04-23, A Resolution Authorizing the Sale of a Parcel of Land Not Exceeding Three Acres in Area.**

Vice President Sente asked for a motion to approve Resolution 04-23

Motion by Commissioner Giraldo.

Second by Commissioner Robbins.

Discussion: None.

Ayes: Commissioner Jacobs, Robbins, Giraldo, Sente.

Nays: None. Motion Carries

Executive Jeff Fougousse introduced Kathy Johnson and James Barnash who will be purchasing the parcel. Kathy and Jim were told when they purchased their home that this parcel was part of their property boundary incorrectly and have been using it as personal property. James thanked the district, Jeff and James for their cooperation during this process. They look forward to being able to continue to use this area with their family. Vice President Sente thanked Kathy and James for being present and concurred that the board is always pleased when such a positive outcome takes place for residents within the community. Executive Director will follow up with the necessary legal steps to finalize the sale.

**D. September Board Meeting Location Change**

Vice President Sente stated that the September 28, 2023 Regular Board meeting will be held at Hawthorn Melody Park, 2221 Hazeltine Drive. A Park Chat will be held from 5pm-6pm to discuss future renovations to the playground planned for Spring of 2024. Refreshments will be served during the Park Chat. The Regular Board Meeting will commence at 6pm.



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## 9. Reports and Communication

- A. Finance and HR Superintendent – Jessica Mitchell- report attached. Vice President Sente commented on the potential increase in property/casualty coverage premiums by PDRMA as they begin to use asset value instead of operating expenses to determine member premium. Vice President Sente would like to know if the park district could have any influence on that determination. Jessica will continue to share information as it is available and offer any comments from the board for consideration. Commissioner Jacobs asked if PDRMA would be instituting a cap on premium increases related to asset value. Jessica was not aware of any discussion regarding caps to the increases. Commissioner Robbins expressed concerned over the possibly substantial difference in premium cost with this new calculation method. Executive Director Fougrousse commented that PDRMA will honor the current values of property and equipment that are reflected in the district asset management software. There will be new assets to consider with the Lakeview renovation and the new spray ground.
- B. Recreation Superintendent- Tom Ritter-report attached. Vice President Sente was happy to see the increase within the new adult programming.
- C. Parks Superintendent- James Kim-report attached. Vice President Sente commented on the removal of duplicate and older outdoor exercise equipment, and considered whether it would be helpful to keep it out if it wasn't in too bad of shape. James reported that signage has been out at these locations informing park users of the upcoming removals/replacements and no comments of note have been received. Vice President Sente thanked James for his recognition of the many collaborations between the park district and Village entities. She is aware that other park districts do not have the benefit of this level of collaboration and appreciates this continued relationship.
- D. Facility Manager- Lacy Marinenko-report attached.
- E. Marketing & Communications Manager- Cheryl Buhmann-report attached.
- F. Executive Director- Jeff Fougrousse-report attached.

## 10. Commissioner Comments

- A. Commissioner Robbins – no comments
- B. Commissioner Giraldo – no comments
- C. Commissioner Jacobs - thank you to everyone for their time at Ribfest this weekend. It was a fantastic event.
- D. Commissioner Sente- thank you to all the staff working in so many capacities at Ribfest.

## 11. Adjournment

Upon proper motion and second the Board voted unanimously to adjourn the meeting at 7:06 p.m.

Carol Sente, Park Board Vice President

Jeff Fougrousse, Park Board Secretary



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