



**Vernon Hills Park District
Board of Park Commissioners
Minutes of the Regular Board Meeting**

**December 19, 2024
Sullivan Community Center
635 N. Aspen Drive, Vernon Hills, IL 60061**

1. Call to Order

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

2. Roll Call

Present: Commissioners Robbins, Giraldo, Sente, Doerhoefer.
Commissioner Jacobs was present at 6:10 PM.

Staff: Matthew LaPorte, Mark Fleishman, Lacy Marinenko, Cheryl Baron, Jessica Mitchell, Amy Darling.

Guests: Jacqueline Ramos, Jessica Ramos, Terrie Bogue.

3. Pledge of Allegiance

President Doerhoefer led the Pledge of Allegiance.

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 Meeting November 21, 2024
- B. Minutes of the Special Board Meeting December 5, 2024
- C. Payables & Payroll through December 19, 2024 in the amount of \$926,696.53.

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

Motion by Commissioner Robbins.

Second by Commissioner Giraldo.

Discussion: None.



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Ayes: Commissioner Giraldo, Robbins, Sente, Doerhoefer.

Nays: None. Motion Carries.

5. Financial Reports for the Period Ending November 30, 2024

President Doerhoefer asked Superintendent Mitchell if there any changes to the financial reports on file for the period ending November 30, 2024. No changes were reported.

6. Welcome to Visitors and Guests - Public Comment Period

No public comments were heard.

7. Unfinished Business

No unfinished business was conducted.

8. New Business

A. Employee Longevity Recognition

President Doerhoefer presented a Longevity Recognition Certificate to Terri Bogue who celebrates 7 years with the district and works as a Customer Service Representative at Lakeview Fitness.

President Doerhoefer presented a Longevity Recognition Certificate to Jessica Ramos who celebrates 7 years with the district and works in the PALS Before and After School program.

B. Administrative Policy 2.10 Naming of Parks, Recreation Areas and Facilities

President Doerhoefer asked for a motion to approve Administrative Policy 2.10.

Motion by Commissioner Giraldo.

Second by Commissioner Sente.

Discussion: None.

Ayes: Commissioner Robbins, Giraldo, Sente, Doerhoefer.

Nays: None. Motion Carries.

C. Ordinance 08-24: An Ordinance for the Levy and Assessment of Taxes for the Year 2024

President Doerhoefer asked for a motion to approve Ordinance 08-24.



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Motion by Commissioner Robbins.

Second by Commissioner Giraldo.

Discussion: None.

Ayes: Commissioner Giraldo, Robbins, Sente, Doerhoefer.

Nays: None. Motion Carries.

D. 2024 Strategic Plan Report Card

President Doerhoefer asked for a motion to approve the 2024 Strategic Plan Report Card.

Motion by Commissioner Robbins.

Second by Commissioner Sente.

Discussion: None.

Ayes: Commissioner Giraldo, Robbins, Sente, Doerhoefer.

Nays: None. Motion Carries.

9. Reports and Communication

- A. Parks Superintendent – Mark Fleishman – report attached. Vice President Sente asked for clarification on the statement that 10% of the Century Park shoreline has been restored. Mark explained that 1800 feet of restoration represents 10% of the entire shoreline.
- B. Marketing & Communications Manager – Cheryl Buhmann – report attached. In addition, Cheryl stated that the district Annual Report and announcement of the OSLAD Grant would be sent in a community e-mail.
- C. Finance and HR Superintendent – Jessica Mitchell – report attached. In addition, Jessica reported that the tax receipts at this time last year were 98.65%. Commissioner Robbins asked if the district protested the unemployment claim. Jessica explained that the district uses Unemployment Consultants for assistance in reviewing claims and this claim was determined to be valid.
- D. Recreation Superintendent – Tom Ritter – report attached.
- E. Facility Manager – Lacy Marinenko – report attached. In addition, Lacy reported that the Cider and Cycle event has been rescheduled to March 7.
- F. Executive Director – Matthew LaPorte – report attached. In addition, Matthew reported that the district has received a \$600,00.00 OSLAD award for renovations to Grosse Pointe Park. Items within the scope of the project include a new half basketball court, comprehensive renovations to the ballfields, the addition of a new picnic shelter for large gatherings, and a ninja course. The project will also feature restroom upgrades, parking lot enhancements, retaining wall reconstruction, and walking path improvements with integrated fitness stations.
- G. Commissioner/Committee Reports and Communications – no committee reports were made.
- H. Board Correspondence – no correspondence was read.



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10. Commissioner Comments

- A. Commissioner Jacobs – Commissioner Jacobs apologized for arriving late and congratulated the staff present on their longevity awards. Happy Holidays.
- B. Commissioner Giraldo- Commissioner Giraldo wished staff, community and fellow board members a Happy Holidays. Thank you to the staff who received their 7 year recognitions.
- C. Commissioner Robbins – Commissioner Robbins wished everyone a happy and healthy 2025.
- D. Commissioner Sente – Commissioner Sente thanked the staff receiving longevity recognition for attending and for all they do for the district. Commissioner Sente was excited to hear of the OSLAD Award. Commissioner Sente had a chance to help at the recent Polar Express it is nice to see how organized and hard staff work at district events.
- E. Commissioner Doerhoefer – Commissioner Doerhoefer thanked staff and wished everyone happy and healthy holidays.

11. Adjournment

Upon proper motion and second the Board voted unanimously to adjourn the meeting at 6:31 PM.

David Doerhoefer, Park Board President

Matthew LaPorte, Park Board Secretary



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