



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

April 24, 2025  
Sullivan Community Center  
635 N. Aspen Drive, Vernon Hills, IL 60061

Secretary LaPorte stated that Park Board President and Vice President are not present for this meeting.

Secretary LaPorte asked for a nomination for President Pro Tempore.

Commissioner Giraldo nominated Commissioner Robbins as President Pro Tempore.

Secretary LaPorte asked if there are any other nominations.

Hearing no other nominations, Secretary LaPorte asked for a second for the nomination of Commissioner Robbins as President Pro Tempore.

Commissioner Jacobs seconded the nomination.

Ayes: Commissioner Giraldo, Jacobs, Robbins.

Nays: None. Nomination Carries.

1. Call to Order

President Pro Tempore Robbins called the meeting to order at 6:02 PM.

2. Roll Call

Present: Commissioners Giraldo, Jacobs, Robbins.

Absent: Commissioner Sente, Commissioner Doerhoefer.

Staff: Executive Director Matthew LaPorte  
Superintendent of Finance & HR Jessica Mitchell  
Superintendent of Recreation Tom Ritter  
Superintendent of Parks Mark Fleishman





Marketing & Communications Manager Cheryl Buhmann  
Facility Manager Lacy Marinenko  
Administrative Assistant/Risk Manager Amy Darling

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 Board Meeting March 20, 2025
- B. Minutes of the Regular Board Meeting March 20, 2025
- C. Payables & Payroll through April 24, 2025 in the amount of \$922,394.28.

President Pro Tempore Robbins asked for a motion to approve the Omnibus Vote Agenda.

Motion by Commissioner Jacobs.

Second by Commissioner Giraldo.

Discussion: None.

Ayes: Commissioner Giraldo, Jacobs, Robbins.

Nays: None. Motion Carries.

4. Financial Reports for the Period Ending March 31, 2025

President Pro Tempore Robbins asked Superintendent Mitchell if there any changes to the financial reports on file for the period ending March 31, 2025. No changes were reported.

5. Welcome to Visitors and Guests - Public Comment Period

Resident Sean Aines of 208 S. Deerpath, Vernon Hills requested consideration for a basketball court at Deerpath Park.

6. Unfinished Business

No unfinished business was heard.





7. New Business

A. Turtle Creek Water Park Lazy River Bid Award

President Pro Tempore Robbins asked for a motion to approve the recommendation by staff to reject all bids received for this project

Motion by Commissioner Giraldo.

Second by Commissioner Jacobs.

Discussion: None.

Ayes: Commissioner Giraldo, Jacobs, Robbins.

Nays: None. Motion Carries.

B. Carriage Green Playground Presentation

Superintendent of Parks Fleishman presented two renderings being considered for the new playground at Carriage Green park and reviewed the special features of each. Both renderings will be presented at a community meeting for public input in the near future. Public comment will be provided to the Board for design recommendation.

C. 2025 Q1 Strategic Plan Report

Executive Director LaPorte provided the 2025 first quarter Strategic Plan update. The update included a summary of the 2024 year-end status for each of the initiatives.

D. 2025 Q1 Capital Projects Report

Executive Director LaPorte provided the 2025 first quarter Capital Project update. The update included information as to whether the project was within its budget.

8. Reports and Communication

- A. Superintendent of Finance and HR – Jessica Mitchell - report attached.
- B. Superintendent of Recreation – Tom Ritter- report attached.
- C. Superintendent of Parks – Mark Fleishman - report attached.
- D. Facility Manager – Lacy Marinenko - report attached.
- E. Marketing & Communications Manager - Cheryl Buhmann- report attached.





- F. Executive Director – Matthew LaPorte - report attached.
- G. Commissioner/Committee Reports and Communications - none.
- H. Board Correspondence - none.

9. Commissioner Comments

- A. Commissioner Jacobs – Thank you Commissioner Giraldo for your service to the park board and the community of Vernon Hills. You will be missed.
- B. Commissioner Giraldo- Thank you for the opportunity to serve the community. It has been a pleasure working next to all my fellow Commissioners. I have learned a great deal and know the community is in good hands.
- C. Commissioner Robbins- Thank you Commissioner Giraldo for your years on the board and we wish you the best of luck in the future.

10. Adjournment

Upon proper motion and second the Board voted unanimously to adjourn the Special Meeting at 6:54 PM.

Bruce Robbins  
Park Board President Pro-Tempore

Matthew LaPorte  
Park Board Secretary

