

Alsip Park District Board of Commissioners
Minutes of Meeting
May 20, 2024

- Par. 1 **CALL TO ORDER**
President Becker called to order the Meeting of the Alsip Park District Board of Commissioners at 6:30 pm.
- Par. 2 **PLEDGE OF ALLEGIANCE**
Those in attendance gave the Pledge of Allegiance.
- Par. 3 **ROLL CALL**
The Secretary called the Roll, and there were present Commissioners Gutierrez, Kleina, and President Becker. Absent were Commissioners Perretta and Schmitt. A quorum was present.
- Par. 4 **PRESENTATION OF MINUTES**
Motion made by Commissioner Kleina, seconded by Commissioner Becker, to approve the Minutes for the April 22, 2024 Meeting as presented. Motion carried by voice vote 3 – 0.
- Par. 5 **PUBLIC DISCUSSION**
There were no public in attendance.
- Par. 6 Director Huber announced that a new Superintendent of Recreation had been hired and introduced Ms. Jennifer Torres to the Board of Commissioners. Ms. Torres expressed her pleasure at joining the Alsip Park District as the new Superintendent of Recreation.
- Par. 7 **SECRETARY’S REPORT**
No report.
- Par. 8 **COMMITTEE REPORTS**
FINANCE
Business Manager
Sue Bruesch’s Board Report was placed on file.
- Par. 9 Manager Bruesch reported she was in process of closing out the fiscal year as well as gathering information for the auditor. She added numbers for the 2024-2025 budget are being finished up in preparation for Finance Committee discussions prior to presentation to the Board for adoption.
- Par. 10 Manager Bruesch reported there were three General Obligation Bond payments due and asked for approval of their respective payments.
- Par. 11 Motion made by Commissioner Gutierrez, seconded by Commissioner Kleina, to approve payment of Bills for the month of May 2024 in the amount of \$406,784.67. Roll was called with Commissioners Gutierrez, Kleina, and President Becker voting yes. Motion carried 3 – 0.

- Par. 12 Motion made by Commissioner Gutierrez, seconded by Commissioner Kleina, to ratify the transfer of \$38,682.77 for the payment of Bond Interest. Roll was called with Commissioners Gutierrez, Kleina, and President Becker voting yes. Motion carried 3 – 0.
- Par. 13 RECREATION
Recreation Supervisor
Denise Merlo’s Board Report was placed on file.
- Par. 14 Director Huber reported plans were moving along for the Family Fun Fest on June 15th.
- Par. 15 ATHLETICS
Athletics Supervisor
Chuck Somerville’s Board Report was placed on file.
- Par. 16 Director Huber reported the transition of the last gymnastics equipment into the new gymnastics room had been completed.
- Par. 17 Fitness/Aquatics Manager.
Leslie Guerrero’s Board Report was placed on file.
- Par. 18 ** Manager Guerrero reported everything at the pool was operational but there were problems with the robotic vacuum. She commented that a long-term view of the pool and its age have to be taken into consideration. Acquisition of the new diving board and certification of the pool’s standards are in process, with the new board installed at season end.
- Par. 19 PARKS/MAINTENANCE
Superintendent of Parks
Chris Grubb’s Board Report was placed on file.
- Par. 20 ** Superintendent Grubb reported general cleanup, painting and repairs had been attended to at the Aquatic Park. Daren McLaughlin was brought in as consultant to assist staff training in proper startup and operation. Pump room replacement parts were installed and tested. A series of videos will be filmed during the official startup procedures and archived for future instructional use.
- Par. 21 ** Superintendent Grubb reported site completion at the Mary J Lynch Skate Park was progressing as he and Director Huber ensure grant-related design criteria are met. Contractual quotes have been received for the shade pavilion site. Remaining amenities will be installed by staff as soon as the concrete work is completed.
- Par. 22 Motion made by Commissioner Kleina, seconded by Commissioner Gutierrez, to ratify the concrete work at the Mary J. Lynch Skate Park from Roy Erikson Outdoor Maintenance not to exceed \$29,664.86. Roll was called with Commissioners Gutierrez, Kleina, and President Becker voting yes. Motion carried 3 – 0.
- Par. 23 Motion made by Commissioner Kleina, seconded by Commissioner Gutierrez, to ratify water service and fountain installation at the Mary J. Lynch Skate Park from CJ Erikson not to exceed \$25,970.00. Roll was called with Commissioners Gutierrez, Kleina, and President Becker voting yes. Motion carried 3 – 0.

- Par. 24 Motion made by Commissioner Kleina, seconded by Commissioner Gutierrez, to ratify tree removal services from Jon's Pro Tree Service in the amount not to exceed \$5,500.00. Roll was called with Commissioners Gutierrez, Kleina, and President Becker voting yes. Motion carried 3 – 0.
- Par. 25 Motion made by Commissioner Kleina, seconded by Commissioner Gutierrez, to ratify the repair work to the Aquatic Park from Blue Island Pool and Spas in the amount not to exceed \$2,400.00. Roll was called with Commissioners Gutierrez, Kleina, and President Becker voting yes. Motion carried 3 – 0.
- Par. 26 Superintendent Grubb reported the security system is being evaluated and upgraded at key locations in the district. He added the modifications, additional cameras, and PA speakers in the Apollo Recreation Center are part of the ongoing effort in expanding district security.
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- Par. 27 Superintendent Grubb reported mothballed surplus assets have been listed on GovDeals, which resulted in approximately \$8,200.00 being generated.
- Par. 28 Superintendent Grubb reported new LED lighting upgrades have been completed with stadium lighting at the Fountain Hills driving range. He added the ballfields lighting upgrades at Commissioners Park are pending a Commonwealth Edison photometric review.
- Par. 29 Superintendent Grubb reported all backflow, fire alarm, and sprinkler testing has been completed, plus new devices at Apollo have been mapped and are listed on Reliable's Service Schedule.
- Par. 30 GOLF COURSE
Operations Manager
Rich Gottardo's Board Report was placed on file.
- Par. 31 Manager Gottardo reported the number of March golf rounds was up substantially over previous years; however, the wet April weather discouraged golfing somewhat.
- Par. 32 Manager Gottardo reported the Mothers Day buffet had attracted a number of repeat customers from the Easter Buffet. Diners' responses were positive for the event.
- Par. 33 Manager Gottardo reported two of the golf leagues had started and the rest of the leagues start this month. He added the new lighting for the driving range had been installed and was great.
- Par.34 MAIN OFFICE
Manager
Donna Smith's Board Report was placed on file.
- Par. 35 Manager Smith reported the office was taking registrations for Summer Camp, Swim Lessons, and the pool. She added there were now 60 members in the Silver Sneakers program.
- Par. 36 Manager Smith reminded the Board of their invitation to the annual Senior Citizens spring Luncheon on May 23.

- Par. 37 DIRECTOR’S REPORT
Jeannette Huber’s Board Report was placed on file.
- Par. 38 OSLAD Grant Approval/Freedom Park
** Director Huber reported the environmental review required by Freedom Park’s OSLAD Grant was in process to find and delineate existing wetlands. She added landscape specialist Joe Brusseau of the Hitchcock Design Group had started developing ideas for the park.
- Par. 39 Cal Sag Trail Update
** Director Huber reported no change to the Bike Trail progression as a result of the attorney’s suggestions to Arkema for adjustments for the trail. She added she had contacted the attorney in Springfield about getting movement out of Arkema. Work continues on the ICC process.
- Par. 40 Mary J Lynch Skate Park
** Director Huber reported she and Superintendent Grubb are coordinating on the skate park project to get site agreements in place for installation of the water fountain, concrete, and installation of the sun shade. She noted after the amenities were out of the way, the landscaping portion would be attended to. A grand reopening will be scheduled after the site is completed.
- Par. 41 Motion made by Commissioner Kleina, seconded by Commissioner Gutierrez, to approve Pay Application #13 in the amount of \$42,137.08 for construction at the Apollo Recreation Center. Roll was called with Commissioners Gutierrez, Kleina, and President Becker voting yes. Motion carried 3 – 0.
- Par. 42 Apollo Recreation Center Expansion/PARC Grant
** Director Huber reported a grant update and audit of the Apollo Recreation Center project had to be completed. She expressed hope that final documents will be sorted out such that the closeout could be finished in the next month and a payout of grant money requested.
- Par. 43 Aquatic Park
** Director Huber reported WT Engineering will be submitting a formal proposal for the new diving board at the aquatic park. She intends to be ready for the new board by the end of season.
- Par. 44 Motion made by Commissioner Gutierrez, seconded by commissioner Kleina, to ratify retaining the services of WT Engineering for replacement diving board drawings and permit at the Aquatic Park not to exceed \$6,000.00. Roll was called with Commissioners Gutierrez, Kleina, and President Becker voting yes. Motion carried 3 – 0.
- Par. 45 NRPA
Director Huber reported the National Parks and Recreation Association Conference was scheduled for October 8 – 10 in Atlanta, and registration had already opened. She asked that she be informed if any commissioners wished to attend and take advantage of early bird pricing.
- Par. 46 Fountain Hills Golf Club
Motion made by Commissioner Gutierrez, seconded by Commissioner Kleina, to ratify purchase and installation of a new condenser unit at the Fountain Hill Golf Club in an amount not to exceed \$7,805.26. Roll was called with Commissioners Gutierrez, Kleina, and President Becker voting yes. Motion carried 3 – 0.

- Par. 47 **ATTORNEY’S REPORT**
No report.
- Par. 48 **NEW BUSINESS**
There was no New Business to come before the Board.
- Par. 49 **OLD BUSINESS**
There was no Old Business to come before the Board.
- Par. 50 **ADJOURNMENT**
Motion made by Commissioner Kleina, seconded by Commissioner Gutierrez, to adjourn the Meeting. Motion carried by voice vote 3 – 0.
- Par. 51 The Meeting adjourned at 7:26 pm.

Respectfully submitted,

Mary E. Poremba, Board Secretary

** Denotes follow-up action required