

Alsip Park District Board of Commissioners
Minutes of Meeting
July 22, 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, Perretta, Schmitt, and President Becker. A quorum was present.
- Par. 4 **PRESENTATION OF MINUTES**
Motion made by Commissioner Kleina, seconded by Commissioner Gutierrez, to approve the Minutes of the June 2024 Meeting as presented. Motion carried by voice vote 5 – 0.
- Par. 5 **PUBLIC DISCUSSION**
Attorney Cainkar called to order a Public Hearing at 6:33 pm on Ordinance 24-01 an Ordinance Providing for a Budget and Appropriation for the Fiscal Year Beginning May 1, 2024 and Ending April 30, 2024. He then asked for questions or comments on the ordinance, which had been available to the public for review the required time. There were none. Attorney Cainkar adjourned the Hearing at 6:34 pm.
- Par. 6 **SECRETARY’S REPORT**
No report
- Par. 7 **COMMITTEE REPORTS**
FINANCE
Business Manager
Sue Bruesch’s Board Report was placed on file.
- Par. 8 Manager Bruesch reported the financial auditors had been at the office for a short time to
** perform their accounting fieldwork on Tuesday, July16, 2024. She noted the office was well prepared and able to provide everything NFP had wished to examine. A copy of their audit and report will be provided to the Board when it is in hand.
- Par. 9 Manager Bruesch reported the credit card processor Plug and Pay was due retirement from
** Apollo Park and Aquatic Park payment handling. After researching for a replacement, staff may have found one at a good price that will be capable of chip reading, card tapping, and Apple Pay with no obligation agreement. The Manager and Director Huber will review and select hardware shortly.
- Par. 10 Manager Bruesch requested approval of the July 2024 bills for payment.

- Par. 11 Motion made by Commissioner Schmitt, seconded by Commissioner Gutierrez, to approve payment of bills for the month of July 2024 in the amount of \$475,918.81. Roll was called with Commissioners Gutierrez, Kleina, Perretta, Schmitt, and President Becker voting yes. Motion carried 5 – 0.
- Par. 12 RECREATION
Recreation Superintendent
Jennifer Torres' Board Report was placed on file.
- Par. 13 Director Huber reported Superintendent Torres was quickly fitting into her position and has been reviewing agreements and meeting with user groups. Director Huber introduced Superintendent Torres to the Alsip Falcons Football organization in preparation for their fall season and annual facility rental agreement.
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- Par. 14 Superintendent Torres has introduced Recreation employees to a free staff scheduling application named Sling and has already conducted a training session for them. It will hold all staff schedules, which can be quickly determined and printed. She worked with office staff to build a spreadsheet identifying facility rates, which was presented for approval. The superintendent has collected and included area facility rates for the commissioners' information and approval of the adjusted rates.
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- Par. 15 Motion made by Commissioner Perretta, seconded by Commissioner Kleina, to approve the update Facility Rental prices as presented. Roll was called with Commissioners Gutierrez, Kleina, Perretta, Schmitt, and President Becker voting yes. Motion carried 5 – 0.
- Par. 16 Motion made by Commissioner Perretta, seconded by Commissioner Kleina, to approve the Facility Use Agreement between the Alsip Park District and the Alsip Falcons Football and Cheerleading Programs as presented. Roll was called with Commissioners Gutierrez, Kleina, Perretta, Schmitt, and President Becker voting yes. Motion carried 5 – 0.
- Par. 17 Recreation Supervisor
Denise Merlo's Board Report was placed on file.
- Par. 18 Director Huber reported Supervisor Merlo was on medical leave but her previously planned events were set and ready to go.
- Par. 19 ATHLETICS
Athletics Supervisor
Charles Somerville's Board Report was placed on file.
- Par. 20 Director Huber reported Chuck, the Athletics Supervisor, had departed for a position at a local park district. She noted he will be missed.
- Par. 21 Fitness/Aquatics Manager.
Leslie Guerrero's Board Report was placed on file.
- Par. 22 Manager Guerrero reported swim classes were going well.

- Par. 23 Manager Guerrero reported PDRMA had conducted a second safety audit, which they passed with remediation. PDRMA commended the passage in spite of the large capacity in the pool.
- Par. 24 Manager Guerrero reported it had been a number of years since fitness center fees had been increased. She noted that the new Walking Track, the increased cross training area, and training equipment, it was a good time to adjust rates. The manager recommended elimination of the three-month rate, lowering monthly rates, and slightly increasing the annual rate. If not successful, changes could be revisited at the beginning of the new year. Additionally, the manager also suggested adjusting the Corporate membership rate to be in line with an Annual Resident rate and to include Sertoma employees as well.
- Par. 25 Manager Guerrero reported mirrors were still needed and some cardio equipment needs replaced as the pieces are too old for repairs. She requested approval of the adjusted Fitness Rates to begin September 3, 2024 as presented.
- Par. 26 Motion made by Commissioner Schmitt, seconded by Commissioner Gutierrez, to approve the Fitness Center rates as presented to begin September 3, 2024. Roll was called with Commissioners Gutierrez, Perretta, Schmitt, and President Becker voting yes and Commissioner Kleina voting no. Motion carried 4 – 1.
- Par. 27 PARKS/MAINTENANCE
Superintendent of Parks
Chris Grubb’s Board Report was placed on file.
- Par. 28 Superintendent Grubb reported the main pool heater at Aquatic Park had failed for the third time
** in two years. It was repaired; however, the heater is not the only worn out pool equipment. He recommended a comprehensive professional evaluation and repair/replacement schedule for all existing equipment, underground piping, decking, and pool structure be done ASAP. A budget and action plan should be created as soon as the report is completed. He suggested asking the WT Group to recommend a firm for the evaluation and to create a repair/replacement schedule.
- Par. 29 Superintendent Grubb reported excavation at the Skate Park has been completed and stone
** installation for concrete forms is in the works. He noted the amenities have arrived and will be installed when the concrete is ready for construction.
- Par. 30 Superintendent Grubb reported a number of jobs being attended to at several parks. An LED
** lighting project with ComEd for Commissioners Park is in process. Installation and attractive planting of the heavy bollards for Apollo Park are in the works. The water activator switch at the Laramie Park Splash Pad has been replaced. Benches have been replaced at Progress Park. He added equipment and features at various other parks have been vandalized and are in repair or undergoing restoration.
- Par. 31 Superintendent Grubb reported he is actively trying to rent or borrow a swing-arm brush-cutter
** attachment for the bobcat to improve ground trimming and upkeep along the Cal-Sag Trail.
- Par. 32 GOLF COURSE
Operations Managers
Rich Gottardo’s Board Report was placed on file.

- Par. 33 Manager Gottardo reported golf rounds and range use has been solid. He added food and beverage business was also steady. The July Concert had approximately 150 people, and two concerts remain.
- Par. 34 Manager Gottardo requested approval of the purchase of 130 banquet style chairs to replace the old damaged and worn out chairs.
- Par. 35 Motion made by Commissioner Perretta, seconded by Commissioner Gutierrez, to ratify the purchase of banquet room chairs from CHIVARI in the amount not to exceed \$6,729.90. Roll was called with Commissioners Gutierrez, Kleina, Perretta, Schmitt, and President Becker voting yes. Motion carried 5 – 0.
- Par. 36 Manager
Donna Smith’s Board Report was placed on file.
- Par. 37 President Becker dismissed the staff at 7:24 pm.
- Par. 38 DIRECTOR’S REPORT
Jeannette Huber’s Board Report was placed on file.
- Par. 39 Freedom Park/OSLAD Grant Update
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Director Huber explained about the investigative ecological requirements to ensure the Freedom Park parcel does not have any wetland areas and to have any delineated before design architecture can begin. The parcel must undergo the examination and be marked for assessment of vegetation, soils, and hydrology within and adjacent to any found wetlands. Restrictions, utilities, any existing uses, topography, and suspected contaminants are to be identified as well.
- Par. 40 Director Huber reported a company suggested by Mr. Joe Brusseau that could capably perform the initial field work at Freedom Park with any required supplemental work on an “a la cart” basis. She recommended approval of the proposal from Gary R. Weber Associates, Inc. for ecological services as presented.
- Par. 41 Director Huber also reported receipt of a proposal from the Hitchcock Design Group initiated by Joe Brusseau for final design work through construction observation. Mr. Brusseau had prepared the conceptual design for the grant application.
- Par. 42 Motion made by Commissioner Kleina, seconded by Commissioner Schmitt, to approve the Proposal for Ecological Services for Freedom Park from Gary R. Weber Associates, Inc. as presented. Roll was called with Commissioners Gutierrez, Kleina, Perretta. Schmitt, and President Becker voting yes. Motion carried 5 – 0.
- Par. 43 Motion made by Commissioner Perretta, seconded by Commissioner Schmitt, to approve the proposal from Hitchcock Design Group. for Freedom Park Final Design as presented. Roll was called with Commissioners Gutierrez, Kleina, Perretta, Schmitt, and President Becker voting yes. Motion carried 5 – 0.
- Par. 44 Cal-Sag Trail
Director Huber reported there had been no new activity from Arkema on the Cal-Sag Trail. The Springfield legal representative had no response from Arkema following the suggested changes

- Par. 45 Apollo Recreation Center Expansion/PARC Grant Update
 Director Huber reported they had a final walk-through of the Apollo expansion. The building was well received so a capstone plaque can be ordered now. She added it should include the PARC Grant to commemorate the funding towards the project. Director Huber will gather final construction documents for a grant audit and submission to the IDNR for the last reimbursement in the amount of \$500,000.00.
- Par. 46 St. Terrence Parking Lot
 ** Director Huber reported on a recent meeting with the Pastor and staff from Incarnation/St. Terrence Church, staff from School District 126, and the Leasing Contract Manager from the Archdiocese of Chicago. The meeting was to discuss a recent announcement about non-church goers barred from free parking in church lots. More information is needed by all parties to formulate any agreement. Director Huber reported she had furnished a Certificate of Insurance for the Park District but there had been no response. A follow-up meeting has not yet been scheduled.
- Par. 47 Mary J Lynch Skate Park/OSLAD Grant
 ** Director Huber reported that plumbing prep was essentially done and concrete work for the Skate Park shelter was in process. She added she is awaiting a response from the IDNR for an extension request in the event the project is not complete by the September 30 deadline. The director has solicited quotes for the sun shelter installation, with Henry Brothers able to complete it in early September. Further, she has a landscape quote from Hacienda for native landscaping and requested approval of the two quotes to finalize the park.
- Par. 48 Motion made by Commissioner Schmitt, seconded by Commissioner Gutierrez, to approve services from Henry Brothers to install a shelter at the Mary J Lynch Skate Park in the amount not to exceed \$12,000.00. Roll was called with Commissioners Gutierrez, Kleina, Perretta, Schmitt, and President Becker voting yes. Motion carried 5 – 0.
- Par. 49 Motion made by Commissioner Gutierrez, seconded by Commissioner Kleina, to approve the quote from Hacienda Landscaping to furnish and install native landscaping at the Mary J Lynch Skate Park in the amount not to exceed \$9,000.00. Roll was called with Commissioners Gutierrez, Kleina, Perretta, Schmitt, and President Becker voting yes. Motion carried 5 – 0.
- Par. 50 **ATTORNEY’S REPORT**
 Attorney Cainkar presented for approval the final version of Ordinance 24-01 providing for a budget and appropriation for Fiscal Year 2024/2025.
- Par. 51 Motion made by Commissioner Gutierrez, seconded by Commissioner Perretta, to adopt Ordinance 24-01, An Ordinance Providing for a budget and Appropriation for the Fiscal Year Beginning May 1, 2024 and Ending April 20, 2025. Roll was called with Commissioners Gutierrez, Kleina, Perretta, Schmitt, and President Becker voting yes. Motion carried 5 – 0.
- Par. 52 **NEW BUSINESS**
 ** President Becker conveyed a request to the district from her neighbor. The neighbor had expressed a need for listing of SWSRA classes in the program books rather than solely online. Also asked for was the return to live programs instead of the virtual offerings still presented on zoom. Director Huber responded she will share these requests with SWSRA staff.

- Par. 53 President Becker shared positive feedback she had received on the Alsip Park District gymnastics program.
- Par. 54 **OLD BUSINESS**
There was no Old Business to come before the Board.
- Par. 55 **ADJOURNMENT**
Motion made by Commissioner Gutierrez, seconded by Commissioner Schmitt, to adjourn the Meeting. Motion carried by voice vote 5 – 0.
- Par. 56 The Meeting adjourned at 7:54 pm.

Respectfully submitted,

Mary E. Poremba, Board Secretary

** Denotes follow-up action required