

**Alsip Park District Board of Commissioners**  
**Minutes of Meeting**  
**June 24, 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 Gutierrez, to approve the Minutes of the May 20, 2024 Meeting as presented. Motion carried by voice vote 3 – 0.
- Par. 5      **PUBLIC DISCUSSION**  
There were no public in attendance.
- Par. 6      **SECRETARY’S REPORT**  
Secretary Poremba reported the annual list of required filers had been submitted with Cook County. She added that two employees who had departed the district, one before the end of the year and the other in February, were still required to file their information for 2023.
- Par. 7      **COMMITTEE REPORTS**  
**FINANCE**  
Business Manager  
Sue Bruesch’s Board Report was placed on file.
- Par. 8      **Manager Bruesch reported she was in process of closing fiscal year finances as well as gathering information for the auditor. She added numbers for the 2024-2025 budget are being finalized after Finance Committee discussions before presentation to the Board for approval and adoption. A copy of a draft Budget was distributed to the Board.**  
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- Par. 9      **Manager Bruesch reported there were three General Obligation Bond payments that would be coming due for payment.**
- Par. 10      **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. 11      **RECREATION**  
Recreation Superintendent  
Superintendent Torres Board Report was placed on file.

- Par. 12 Superintendent Torres reported on trainings she has received and shared her ideas for summer activities. She had conducted teamwork meetings with staff to increase marketing, enhance concession sales at Commissioners Park, and open more slots for summer camp.
- Par. 13 Superintendent Torres reported on a proposal for a new Building Attendant position that includes front desk duties as well as Building Supervisor duties and presented an updated Job Description for approval.
- Par. 14 Motion made by Commissioner Gutierrez, seconded by Commissioner Kleina to approve the updated job description for the Building Attendant position. Roll was Called with Commissioners Gutierrez and Kleina and President Becker voting yes. Motion carried 3 – 0.
- Par. 15 Commissioner Perretta arrived at 6:44 pm.
- Par. 16 Recreation Supervisor  
Denise Merlo’s Board Report was placed on file.
- Par. 17 Director Huber reported the Fun Fest went very well and thanked all the staff and Board for the great job everyone did.
- Par. 18 **ATHLETICS**  
Athletics Supervisor  
Chuck Somerville’s Board Report was placed on file.
- Par. 19 Director Huber reported a large number of kids and adults are involved in the district’s summer athletics throughout the week. The fishing derby had already taken place with several dozen competitors. She added the Father/Son Sports Social was rescheduled to June 21st.
- Par. 20 Fitness/Aquatics Manager.  
Leslie Guerrero’s Board Report was placed on file.
- Par. 21 Director Huber reported the pool was fully staffed with lifeguards to oversee the water facilities and water-slide fun. She noted PRDMA had completed the park’s first audit on June 12 and awarded the district its best audit in recent years.
- Par. 22 **PARKS/MAINTENANCE**  
Superintendent of Parks  
Chris Grubb’s Board Report was placed on file.
- Par. 23 **\*\*** Superintendent Grubb reported the Aquatic Park splash pad was again operational after two parts were replaced. He added that the majority of water closets and urinal flush valves either need repairs or replacement and recommended an update to sensor fixtures for both Aquatic Park and Apollo Recreation Center. The superintendent reported obtaining preliminary estimates for approximately \$37,000.00 and he is awaiting quotes from area plumbers.
- Par. 24 **\*\*** Superintendent Grubb reported the roughed-in plumbing for the skate park fountain had been completed. Concrete work for the shade project follows shortly. He commended his full-time maintenance staff for completing the Pesticide Application/Operators licensing certification.

- Par. 25  
\*\* Superintendent Grubb reported a problem with an intermittent water valve at the Laramie Park Splash Pad that dispenses 25 gallons a minute and stops. He is trying to connect with a local representative to diagnose the problem.
- Par. 26 GOLF COURSE  
Operations Managers  
Rich Gottardo's Board Report was placed on file.
- Par. 27 Manager Gottardo reported the number of May golf rounds was up 14% over the previous year and thus far the June golf rounds were solid. He added the range business was up about 20%.
- Par. 28 Manager Gottardo reported the driveway entrance and lot seal coating have been completed.
- Par. 29 MAIN OFFICE  
Manager  
Donna Smith's Board Report was placed on file.
- Par. 30 Manager Smith reported the very warm month has encouraged many residents and nonresidents to purchase pool passes, register for private swim lessons, and pool rentals. She added there were now 62 members in the Silver Sneakers program with 18 also using the Fitness Center.
- Par. 31 Manager Smith reported the Senior Citizens luncheon was well received. She noted the seniors confirmed they intend to continue meeting through summer.
- Par. 32 President Becker dismissed the staff at 7:10 pm.
- Par. 33 DIRECTOR'S REPORT  
Jeannette Huber's Board Report was placed on file.
- Par. 34  
\*\* Freedom Park/OSLAD Grant Update  
Director Huber reported she had received a proposal from Joe Brusseau Hitchcock Design Group to initiate the wetland delineation required before redesign and expansion of Freedom Park can begin. She further reported an initial proposal for final design work through construction observation had been also submitted.
- Par. 35  
\*\* Mary J Lynch Skate Park  
Director Huber reported that plumbing and concrete work for the shelter are pending. She added that the landscape design and installation would begin when heavy construction was complete. At that time, she will submit the project for OSLAD Grant reimbursement and plan a grand reopening.
- Par. 36  
\*\* 2024-2025 Budget Planning  
Director Huber reported the new budget is currently undergoing final preparation for Board approval.
- Par. 37  
\*\* Apollo Recreation Center  
Director Huber reported receipt of the final payout application and a need for approval of a few straggling change orders. She noted after the final expenses are covered she will assemble the ARC final documents to present to the IDNR for a last grant reimbursement of \$500,000.00.

- Par. 38      Commissioners Park Uses  
\*\*      Director Huber reported a recent conference call with a representative of Southside Smoke, a youth softball organization for boys and girls. They are looking for rental availability next season and possibly game space in the fall. She will report back with a recommendation depending on rental dates not conflicting with Alsip Girls Softball games.
- Par. 39      Motion made by Commissioner Kleina, seconded by Commissioner Gutierrez, to approve Pay Application #14 in the amount of \$40,197.66 for construction at the Apollo Recreation Center. Roll was called with Commissioners Gutierrez, Kleina, Perretta, and President Becker voting yes. Motion carried 4 – 0.
- Par. 40      Motion made by Commissioner Gutierrez, seconded by Commissioner Perretta, to approve Change Order #1 from SJ Carlson Fire Protection in the amount of \$1,242.00. Roll was called with Commissioners Gutierrez, Kleina, Perretta, and President Becker voting yes. Motion carried 4 – 0.
- Par. 41      Motion made by Commissioner Perretta, seconded by Commissioner Kleina, to approve Change Order #3 from Evergreen Electric in the amount of \$1,160.00. Roll was called with Commissioners Gutierrez, Kleina, Perretta, and President Becker voting yes. Motion carried 4 – 0.
- Par. 42      Motion made by Commissioner Kleina, seconded by Commissioner Kleina, seconded by Commissioner Perretta, to approve Change Order #6 from Henry Brothers Construction for a deduction in the amount of \$4,257.00. Roll was called with Commissioners Gutierrez, Kleina, Perretta, and President Becker voting yes. Motion carried 4 – 0.
- Par. 43      Motion made by Commissioner Perretta, seconded by Commissioner Gutierrez, to approve Change Order #5 from Doherty Construction, Inc in the amount of \$24,749.00. Roll was called with Commissioners Gutierrez, Kleina, Perretta, and President Becker voting yes. Motion carried 4 – 0.
- Par. 44      Motion made by Commissioner Kleina, seconded by Commissioner Perretta, to approve Change Order # 6 from Doherty Construction, Inc in the amount of \$6,770.00. Roll was called with Commissioners Gutierrez, Kleina, Perretta, and President Becker voting yes. Motion carried 4 – 0.
- Par. 45      Motion made by Commissioner Gutierrez, seconded by Commissioner Perretta, to approve Change Order #10 from Doherty Construction, Inc in the amount of \$5,665.00. Roll was called with Commissioners Gutierrez, Kleina, Perretta, and President Becker voting yes. Motion carried 4 – 0.
- Par. 46      Motion made by Commissioner Perretta, seconded by Commissioner Gutierrez, to approve Change Order #11 from Doherty Construction, Inc in the amount of \$3,005.55. Roll was called with Commissioners Gutierrez, Kleina, Perretta, and President Becker voting yes. Motion carried 4 – 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 4 – 0.
- Par. 51      The Meeting adjourned at 7:24 pm.

Respectfully submitted,

Mary E. Poremba, Board Secretary

\*\* Denotes follow-up action required