

Alsip Park District Board of Commissioners
Minutes of Meeting
November 25, 2024

- Par. 1 **CALL TO ORDER**
Vice President Perretta 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, and Schmitt. Absent was President Becker. A quorum was present.
- Par. 4 **PRESENTATION OF MINUTES**
Motion made by Commissioner Kleina, seconded by Commissioner Schmitt, to approve the Minutes of the October 28, 2024 Meeting as presented. Motion carried by voice vote 4 – 0.
- Par. 5 **PUBLIC DISCUSSION**
There was no public in attendance.
- Par. 6 **SECRETARY’S REPORT**
Secretary Poremba reported two candidates had correctly filed nomination materials for the two commissioner seats for election on April 1, 2025.
- Par. 7 **COMMITTEE REPORTS**
FINANCE
Business Manager
Sue Bruesch’s Board Report was placed on file.
- Par. 8 Manager Bruesch reported the enrollment or opt out period of participation employees’ health program was completed for 2025.
- Par. 9 Manager Bruesch reported the deadline for 2024 bond issue was December 10th, with a tentative close date of December 19, 2024. Bond Representative Tom Reedy will be sending out term sheets from which the lowest interest rate will be taken.
- Par. 10 Manager Bruesch reported the Bond and Interest payment in the amount of \$1,088,432.00 was due December 1, 2024.
- Par. 11 Motion made by Commissioner Schmitt, seconded by Commissioner Gutierrez, to approve the transfer of money for a bond payment of \$1,088,432.00 on December 1. Roll was called with Commissioners Gutierrez, Kleina, Perretta, and Schmitt voting yes. Motion carried 4 – 0.

- Par. 12 Motion made by Commissioner Schmitt, seconded by Commissioner Gutierrez, to approve payment of bills for the month of November 2024 in the amount of \$302,742.75. Roll was called with Commissioners Gutierrez, Kleina, Perretta, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 13 RECREATION
Recreation Superintendent
Superintendent Jennifer Torres' Board Report was placed on file.
- Par. 14 Superintendent Torres reported program registration had started and work has begun on the
** Spring program book to have it ready for printing on January 17th.
- Par. 15 Superintendent Torres reported she had completed the last PDRMA Safety Coordinator training
** session and is working on Action Items and SMART Goals for the next year.
- Par. 16 Superintendent Torres reported both a Recreation Supervisor and Athletic Supervisor had been
** retained. Payton Presler would begin his position as Athletics Supervisor on December 9th.
- Par. 17 Recreation Supervisor
** Director Huber reported that Supervisor Merlo hopes to return to her position soon.
- Par. 18 Fitness/Aquatics Manager.
Leslie Guerrero's Board Report was placed on file.
- Par. 19 Manager Guerrero reported the addition of the new rower/bike in the Women's Workout Center
was very well received. It has meant less waiting for use of a recumbent bike.
- Par. 20 Manager Guerrero reported she was waiting for other area park district aquatic fees to become
** available for the 2025 season. She recommended approval of tentative rates for the Black Friday promotion on November 29th.
- Par. 21 Motion made by Commissioner Kleina, seconded by Commissioner Schmitt, to approve the
Aquatics Black Friday specials as presented. Roll was called with Commissioners Gutierrez,
Kleina, Perretta, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 22 PARKS/MAINTENANCE
Superintendent of Parks
Superintendent Grubb's Board Report was placed on file.
- Par. 23 Superintendent Grubb reported several dewatering pumps had failed in the pump room pit at the
** Aquatic Center. He added that replacements had been ordered and will help ensure the ground water is kept at the appropriate level.
- Par. 24 Superintendent Grubb reported about 50% of underbrush cutting at the Cal-Sag Trail had been
** cleared with the borrowed swing boom cutter from Palos Heights.
- Par. 25 Superintendent Grubb reported he and Mike Dechene had passed their playground safety
inspector (CPSI) exams. He added Max Jones has been registered for the AFO (Aquatic Facility
Operator) certification course for his responsibilities at the Aquatic Center. Additionally, Matt
Radz had passed a pre-CPSI session in preparation of a CPSI course in the spring.

- Par. 26 GOLF COURSE
Operation Manager
Rich Gottardo's Board Report was placed on file.
- Par. 27 Director Huber reported alleged thieves of the golf carts were apprehended by the assistance of the Blue Island police; however, the district's carts were not recovered. She added that an insurance claim will need to be filed and there is the potential of being without carts part of the coming season. A lengthy discussion ensued about methods to prevent further thefts. Commissioner Kleina commented she had suggested investigation of more secure protection of the carts than the stopgap use of wheel boots and that better theft prevention is necessary. Commissioner Schmitt noted that a building would have to be very long to house all the carts and would take away green space. He added nightly housing of carts in a Commissioners Park cart barn would be inefficient and bothersome for staff. Lastly, Commissioner Schmitt suggested the idea that the insurance company could be solicited to aid prevention of future thefts. The consensus was that better prevention of cart thefts has to be quickly researched. Director Huber will follow through
- Par. 28 MAIN OFFICE
Manager
Donna Smith's Board Report was placed on file.
- Par. 29 Manager Smith reminded the board that responses are needed for the food order for the Senior Citizens holiday luncheon on December 9th.
- Par. 30 Manager Smith reported the Santa mailbox would be open at the Apollo Recreation Center from December 1 – December 15. She added forms for phone calls from Santa would be available December 2 – December 7.
- Par. 31 Vice President Perretta dismissed the staff.
- Par. 32 DIRECTOR'S REPORT
Jeannette Huber's Board Report was placed on file.
- Par. 33 Holiday Schedule
Director Huber presented for approval a proposed schedule for holiday hours for Apollo Recreation Center as well as the full-time staff.
- Par. 34 Motion made by Commissioner Kleina, seconded by Commissioner Gutierrez, to approve the 2025 Holiday Schedule as presented. Roll was called with Commissioners Gutierrez, Kleina, Perretta, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 35 Gym Pass Giveaway
Director Huber reported the Gym Pass Giveaway promotion starts on Giving Tuesday, December 3rd. Five passes are to be awarded.
- Par. 36 IAPD/IPRA
Director Huber reported the joint IAPD/IPRA Conference was scheduled January 23 – 25, 2025 and asked for approval of registration fees for board members and Staff.

- Par. 37 Motion made by Commissioner Gutierrez, seconded by Commissioner Schmitt, to approve registration for Board and Staff for the annual IAPD/IPRA Conference in the amount of \$4,680.00. Roll was called with Commissioners Gutierrez, Kleina, Perretta, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 38 Decennial Committee's Efficiency Report
Director Huber requested approval of the Decennial Committee report as presented.
- Par. 39 Motion made by Commissioner Kleina, seconded by Commissioner Schmitt, to accept the Decennial Committee's Efficiency Report as presented. Roll was called with Commissioners Gutierrez, Kleina, Perretta, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 40 Freedom Park/OSLAD Grant Update
** Director Huber reported further information on proposed Freedom Park playground designs is needed to help narrow down selections. She added that an update of the topographical survey work would also give the committee information during the selection process.
- Par. 41 Skate Park/OSLAD Grant Update
** Director Huber reported the Skate Park was officially completed. She added a Petanque court play area was installed by staff. Director Huber will monitor the weather to schedule a ribbon cutting/grand reopening of the park and resume the closeout process of the grant.
- Par. 42 Cal-Sag Trail/ICC Update
** Director Huber reported maintenance of the rail crossing for the Cal-Sag Trail needs finalized
- Par. 43 Apollo Recreation Center Expansion/PARC Grant Update
** Director Huber reported she will return to gathering materials for the grant closeout process.
- Par. 44 FY 2025-2026 Budget Planning
** Director Huber reported planning of the 2025/2026 Fiscal Year budget has started. She added numbers obtained from the Management Association salary survey will be included.
- Par. 45 Santa's Landing Plans
** Director Huber reported possible flight paths for Santa's helicopter landing were under discussion. It was noted observers cannot be under the helicopter's travel area to the landing zone. The consensus was to monitor wind direction and block the area ahead of time.
- Par. 46 **ATTORNEY'S REPORT**
Attorney Cainkar presented for approval a draft of property tax levy Ordinance 2024-03 for the fiscal year.
- Par. 47 Motion made by Commissioner Schmitt, seconded by Commissioner Gutierrez, to adopt Ordinance No. 2024-3 AN ORDINANCE PROVIDING FOR THE LEVYING ASSESSMENT AND COLLECTION OF TAXES FOR THE FISCAL YEAR BEGINNING MAY 1,2024, AND ENDING APRIL 30, 2025 FOR THE ALSIP PARK DISTRICT, COOK COUNTY, ILLINOIS. Roll was called with Commissioners Gutierrez, Kleina, Perretta, and Schmitt voting yes. Motion carried 4 – 0.

- 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 **CALL FOR EXECUTIVE SESSION**
Motion made by Commissioner Kleina, seconded by Commissioner Gutierrez, to enter an Executive Session for the purpose of discussing personnel matters. Roll was called with Commissioners Gutierrez, Kleina, Perretta and Schmitt voting yes. Motion carried 4 – 0.
- Par. 51 The Meeting went into Executive Session.
- Par. 52 Vice President recalled the Board of Commissioners to regular business at 7:41 pm. There were present Commissioners Gutierrez, Kleina, Perretta, and Schmitt. Absent was President Becker. A quorum was present.
- Par. 53 **ADJOURNMENT**
Motion made by Commissioner Kleina, seconded by Commissioner Gutierrez, to adjourn the Meeting. Motion carried by voice vote 4 – 0.
- Par. 54 The Meeting adjourned at 7:42 pm.

Respectfully submitted,

Mary E. Poremba, Board Secretary

** Denotes follow-up action required