

**Alsip Park District Board of Commissioners
Minutes of Committee/Board Meeting
January 24, 2011**

- Par. 1 **CALL TO ORDER**
President Schmitt 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 Garetto, Kleina, Schneider, and Schmitt. Commissioner Perretta was absent. A quorum was present.
- Par. 4 **PRESENTATION OF MINUTES**
Motion made by Commissioner Kleina, seconded by Commissioner Garetto, to approve the Committee/Board Meeting Minutes of December 20, 2010, as presented. Motion carried by voice vote 4 – 0.
- Par. 5 **PUBLIC DISCUSSION**
There were no questions from the public at this time.
- Par. 6 **SECRETARY’S REPORT**
Board Secretary Poremba read a note from the Alsip Seniors Club President Bernice Hornick thanking the District for its contribution to the seniors’ annual holiday party. In other business, the Secretary reported that she had filed candidacy information (Unofficial Certificate of Ballot) with the Cook County Clerk’s office on December 21st. Since no objections to the four candidates had been presented, the Official Certificate would be filed with the County Clerk on Wednesday, January 26th.
- Par. 7 **COMMITTEE REPORTS**
COMMUNICATIONS/RISK MANAGEMENT
Manager
Brian McLaughlin’s Board Report was placed on file.
- Par. 8 Motion made by Commissioner Schneider, seconded by Commissioner Kleina, to approve the purchase of the Online League Organizer from Visionary Webworks at an amount not to exceed \$2,995.00. Roll was called with Commissioners Garetto, Kleina, Schneider, and Schmitt voting yes. Motion carried 4 – 0.

- Par. 9 FINANCE
Business Office Manager
Marion Bucht's amended Board Report was placed on file.
- Par. 10 Motion made by Commissioner Schneider, seconded by Commissioner Kleina, to pay all bills for the month of January 2011 in the amount of \$310,205.93. Roll was called with Commissioners Garetto, Kleina, Schneider, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 11 Motion made by Commissioner Schneider, seconded by Commissioner Kleina, to approve renewal of membership in the Illinois Association of Park Districts (IAPD) for 2011 in the amount of \$6,022.17, a 2.7% increase over the previous year. Roll was called with Commissioners Garetto, Kleina, Schneider, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 12 Motion made by Commissioner Schneider, seconded by Commissioner Kleina, to approve renewal of the Annual Service Contract for the Ricoh Duplicator JP3000 in the amount of \$804.98, a 20% increase over the previous year. Roll was called with Commissioners Garetto, Kleina, Schneider, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 13 Manager Bucht invited consideration of disposition of funds accumulated in the PDRMA Health Program. Motion made by Schneider, seconded by Commissioner Garetto, to segregate the accumulation for use toward future claims. Roll was called with Commissioners Garetto, Kleina, Schneider, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 14 RECREATION
Superintendent
Mike Baiardo's amended Board Report was placed on file.
- Par. 15 Motion made by Commissioner Garetto, seconded by Commissioner Kleina, to close Apollo Recreation Center on Sunday, February 20, 2011, to wax the floors. Roll was called with Commissioners Garetto, Kleina, Schneider, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 16 Motion made by Commissioner Garetto, seconded by Commissioner Kleina, to approve the 2011 Fun Fest Budget as presented. Roll was called with Commissioners Garetto, Kleina, Schneider, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 17 PRESCHOOL
Supervisor
Laurie Nissen's Board Report was placed on File.
- Par. 18 ATHLETICS
Supervisor
Matt Byrne's Board Report was placed on file.
- Par. 19 AQUATICS/FITNESS
Manager
Leslie Guerrero's amended Board Report was placed on file.

- Par. 20 Motion made by Commissioner Garetto, seconded by Commissioner Kleina, to approve the 2011 Building Supervisor Manual as presented. Roll was called with Commissioners Garetto, Kleina, Schneider, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 21 **PARKS**
Superintendent
Daren McLaughlin’s Board Report was placed on file.
- Par. 22 Motion made by Commissioner Kleina, seconded by Commissioner Schneider, to approve the purchase of updated accessibility parking signs at a cost not to exceed \$695.00. Roll was called with Commissioners Garetto, Kleina, Schneider, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 23 Motion made by Commissioner Kleina, seconded by Commissioner Schneider, to approve a four-year lease agreement with Currie Motors for the purchase of one new Ford F-250 at \$5,600.00 annually. Roll was called with Commissioners Garetto, Kleina, Schneider, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 24 Motion made by Commissioner Kleina, seconded by Commissioner Schneider, to approve a contract extension with TruGreen at a cost not to exceed \$11,238.00 per year for fertilizer and herbicide applications. Roll was called with Commissioners Garetto, Kleina, Schneider, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 25 **GOLF COURSE**
Operations Manager
Rich Gottardo’s Board Report was placed on file.
- Par. 26 Motion made by Commissioner Kleina, seconded by Commissioner Schneider, to renew the contract with ServiScape Golf Management through March 31, 2013, as presented. Roll was called with Commissioners Garetto, Kleina, Schneider, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 27 **MAIN OFFICE**
Office Manager
Cathy Villarreal’s Board Report was placed on file.
- Par. 28 President Schmitt excused the staff at 7:05 pm.
- Par. 29 **DIRECTOR’S REPORT**
Director Huber’s Board Report was placed on file.
- Par. 30 Sears Park
Director Huber reported the landscape improvements made to Sears Park must absolutely be monitored and managed to complete the long-range plan of a naturalized park. Three quotes were obtained from native landscape specialists, environmental consultants, and erosion and sediment control companies. These were submitted for the Commissioners’ consideration.

- Par. 31 Motion made by Commissioner Kleina, seconded by Commissioner Garetto, to accept the three-year contract proposal from ENCAP, Inc., as presented. Roll was called with Commissioners Garetto, Kleina, Schneider, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 32 Director Huber noted that it was several years since shelter rental fees had been reviewed and presented her recommendation for a new Shelter Rent Schedule, only one renter per park per day, with and without bathroom access (\$25 refundable deposit for a bathroom key). Motion made by Commissioner Kleina, seconded by Commissioner Schneider, to set the shelter rental fee at \$100/Residents, per five hours, and \$150/NonResidents, per five hours, plus a \$50.00 Security Fee to ensure cleanup, with an Optional Bathroom Access Fee of \$25.00. Roll was called with Commissioners Garetto, Kleina, Schneider, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 33 FMLA/Maternity Leave
Director Huber reported that she expected to begin her leave around mid-March.
- Par. 34 **ATTORNEY’S REPORT**
No report.
- Par. 35 **NEW BUSINESS**
There was no new business to come before the Board.
- Par. 36 **OLD BUSINESS**
** President Schmitt opened the floor for a brief discussion of the benefits available to holders of Park District Gold Cards. It was reiterated that the cards had value as long as the honoree was an Alsip resident, with the exception of past commissioners; however, it is believed that some variations exist in the privileges bestowed. The Board decided that an investigation was necessary to determine the allocation of cards and what privileges were extended to the respective honorees. Director Huber will follow up on the matter.
- Par. 37 **ADJOURNMENT**
Motion made by Commissioner Kleina, seconded by Commissioner Garetto, to adjourn the Meeting. Motion carried by voice vote 4 – 0.
- Par. 38 The Meeting adjourned at 8:14 pm.

Respectfully submitted,

Mary E. Poremba, Board Secretary

** Denotes follow-up required