

**Alsip Park District Board of Commissioners**  
**Minutes of Meeting**  
**November 22, 2021**

- Par. 1        **CALL TO ORDER**  
President Kleina called to order the Meeting of the Alsip Park District Board of Commissioners at 6:37 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 Becker, Gutierrez, Perretta, Schmitt, and President Kleina. A quorum was present.
- Par. 4        **PRESENTATION OF MINUTES**  
Approval of the October 26, 2021 Minutes was tabled.
- Par. 5        **SECRETARY’S REPORT**  
No report.
- Par. 6        **COMMITTEE REPORTS**  
**FINANCE**  
Business Manager  
Sue Breusch’s Board Report was placed on file.
- Par. 7        Manager Breusch reported it was time to make a bond payment, due December 1, and requested approval of the transfer of funds.
- Par. 8        Motion made by Commissioner Becker, seconded by Commissioner Schmitt, to approve the transfer of money for a bond payment of \$941,607.50 on December 1st. Roll was called with Commissioners Becker, Gutierrez, Perretta, Schmitt, and President Kleina voting yes. Motion carried 5 – 0.
- Par. 9        Motion made by Commissioner Becker, seconded by Commissioner Schmitt, to approve payment of bills for the month of November in the amount of \$323,234.69. Roll was called with Commissioners Becker, Gutierrez, Perretta, Schmitt, and President Kleina voting yes. Motion carried 5 – 0.
- Par. 10       **RECREATION**  
Superintendent  
Greg Hooper’s Board Report was placed on file.
- Par. 11       Superintendent Hooper reported preparation for Christmaspalooza and Santa’s Landing was rolling along. Various forms of entertainment had been arranged, e.g., singers, musicians, balloon man, and BINGO, among others. IBEW Local 134 was also participating.

- Par. 12      Recreation Supervisor  
Denise Michalski's Board Report was placed on file.
- Par. 13      Preschool/Recreation Supervisor  
Rebecca Perkaus' Board Report was placed on file.
- Par. 14      Supervisor Perkaus requested approval of the contract for ePact, an application that integrates with the new RecTrac program. ePact could collect important health and safety data for the preschool, summer camps, and before/after school programs. She also recommended approval of the purchase of five iPads, cases, and Apple Care for staff access to the program.
- Par. 15      Motion made by Commissioner Gutierrez, seconded by Commissioner Perretta, to approve the ePact Contract for 2022 at an amount not to exceed \$3,199.00. Roll was called with Commissioners Becker, Gutierrez, Perretta, Schmitt, and President Kleina voting yes. Motion carried 5 – 0.
- Par. 16      Motion made by Commissioner Gutierrez, seconded by Commissioner Perretta, to approve the purchase of five iPads with Apple Care and five iPad cases at an amount not to exceed \$2,090.00. Roll was called with Commissioners Becker, Gutierrez, Perretta, Schmitt, and President Kleina voting yes. Motion carried 5 – 0.
- Par. 17      **ATHLETICS**  
Athletica Supervisor  
Chuck Somerville's Board Report was placed on file.
- Par. 18      Supervisor Somerville reported that a number of new offerings were coming: horseback riding, bowling, ice skating. He added the Turkey Shoot went off well with over two dozen teams, and the basketball travel league registrations were going well and with multiple divisions. The Adult Softball and Volleyball leagues had ended; the Winter leagues begin in December. Fall soccer has ended and winter indoor soccer returns in January. He noted there was little or no conflict between basketball and soccer.
- Par. 19      **AQUATICS/FITNESS**  
Manager  
Leslie Guerrero's Board Report was placed on file.
- Par. 20      **PARKS**  
Superintendent  
Daren McLaughlin's Board Report was placed on file.
- Par. 21      Director Huber reported the department was working on some projects with the Village of Alsip, most recently on the Morton Arboretum development.
- Par. 22      **GOLF COURSE**  
Operations Manager  
Rich Gottardo's Board Report was placed on file.

- Par. 23 Motion made by Commissioner Perretta, seconded by Commissioner Schmitt, to approve ServiScape to renovate four bunkers into grass bunkers at a cost not to exceed \$22,293.52. Roll was called with Commissioners Becker, Gutierrez, Perretta, Schmitt, and President Kleina voting yes. Motion carried 5 – 0.
- Par. 24 **MAIN OFFICE**  
Manager  
Donna Smith’s Board Report was placed on file.
- Par. 25 Manager Smith reported the mailbox for letters to Santa had been set up in the lobby for letter drop-off beginning December 1. She added RecTrac migration would be installed November 29 to be ready for the opening of registration. The computer system will be down that day.
- Par. 26 President Kleina announced that the IAPD/IPRA Conference would require proof of vaccination or negative test for all attendees/participants and masking was mandatory. She alerted anyone who planned to participate and then changed their mind because of COVID requirements that refunds would be on a case by case basis and not automatic.
- Par. 27 **DIRECTOR’S REPORT**  
Director Huber’s Board Report was placed on file.
- Par. 28 Holiday Hours  
Director Huber presented her recommendations for Holiday Hours for Apollo Recreation Center and the full-time employees. She gave a brief explanation on her suggestion for staffing and recognition of the January 1, 2022 holiday.
- Par. 29 Motion made by Commissioner Becker, seconded by Commissioner Perretta, to approve the 2022 Holiday Schedule and Hours. Roll was called with Commissioners Becker, Gutierrez, Perretta, Schmitt, and President Kleina voting yes. Motion carried 5 – 0.
- Par. 30 Surplus Property  
Director Huber requested approval for labeling the Ford F350 van as surplus and subsequent disposal through govdeals.com. Director Huber added that she had contacted a former vendor about availability of vehicle that would not require the driver to have a CDL. She is also looking into other vehicle sellers.
- Par. 31 Motion made by Commissioner Becker, seconded by Commissioner Schmitt, to approve Ordinance 21 – 04, An Ordinance Authorizing the Sale of Surplus Personal Property Owned (the Ford F350 van) by the Alsip Park District. Roll was called with Commissioners Becker, Gutierrez, Perretta, Schmitt, and President Kleina voting yes. Motion carried 5 – 0.
- Par. 32 IAPD/IPRA Conference  
Director Huber reminded the Board and Staff of the upcoming IAPD/IPRA Conference, which will be in-person over January 27 – 29, 2022. She requested approval of her budget and funding for up to 12 attendees.

- Par. 33 Motion made by Commissioner Becker, seconded by Commissioner Perretta, to approve registration for up to four Board Members and eight staff to attend the annual IAPD/IPRA Convention at an amount not to exceed \$4,020.00. Roll was called with Commissioners Becker, Gutierrez, Perretta, Schmitt, and President Kleina voting yes. Motion carried 5 – 0.
- Par. 34 December Board Meeting Schedule  
Director Huber reminded the Board the December meeting was currently scheduled for December 27 and asked for reconsideration of that date. She noted the 27th is also a scheduled holiday for staff in lieu of Christmas Day on Saturday, December 25.
- Par. 35 After a brief discussion, a consensus was reached to set the December Meeting for Monday, December 20, 2021.
- Par. 36 Gym Pass Giveaway  
Director Huber reported she planned to begin the annual Gym Pass Giveaway of five passes on Giving Tuesday, November 30.
- Par. 37 Laramie Park/OSLAD Grant  
\*\* Director Huber reported that punch list work is not yet completed nor has the engineer verified the drainage problems have been solved. She added both she and the attorney have been in communication with Integral.
- Par. 38 COVID-19 Update  
Director Huber Reported they are still tracking COVID-related expenses in the event the FEMA approves additional reimbursements. She is monitoring OSHA federal and state vaccination requirements should a mandatory vaccination requirement policy be put in place.
- Par. 39 Apollo Park Update  
\*\* Director Huber reported that warranty work had been done but some issues remain. She commented that the repair crew was top notch.
- Par. 40 Cal-Sag Trail/ICC Update  
\*\* Director Huber reported the CSX agreement is still being circulated for signatures. Further, the attorney will review her comments and send it on to Arkema for review and comments.
- Par. 41 Apollo Recreation Center Expansion/Grant Update  
Director Huber reported the committee met with the architect and Henry Brothers to review the scope of the project and construction management services. They are looking at updating some budget numbers while the architect works on completing the construction documents.
- Par. 42 Budget Planning  
Director Huber reported that it was already time to begin looking at budgeting for 2022/2023 and invited input from commissioners with regard to new projects.
- Par. 43 **ATTORNEY'S REPORT**  
Attorney Cainkar presented for approval Ordinance 2021-03

- Par. 44 Motion made by Commissioner Schmitt, seconded by Commissioner Perretta, to approve Ordinance #2021 – 03, an Ordinance Providing for the Levying Assessment and Collection of Taxes for the Fiscal Year Beginning May 1, 2021 and ending April 30, 2022, for the Alsip Park District, Cook County, Illinois. Roll was called with Commissioners Becker, Gutierrez, Perretta, Schmitt, and President Kleina voting yes. Motion carried 5 – 0.
- Par. 45 Attorney Cainkar provided an update on 2021 refund and levy adjustments that will be made. He stated they are for the 2021 tax year based on 2020 refunds.
- Par. 46 **NEW BUSINESS**  
Commissioner Schmitt reported that IAPD has some new dates for their training calendar as dates were adjusted to align with the new election dates.
- Par. 47 **OLD BUSINESS**  
There was no Old Business to come before the Board.
- Par. 48 **ADJOURNMENT**  
Motion made by Commissioner Perretta, seconded by Commissioner Jairo, to adjourn the Meeting. Motion carried by voice vote 5 – 0.
- Par. 49 The Meeting adjourned at 7:37 pm.

Respectfully submitted,

Mary E. Poremba, Board Secretary

\*\* Denotes follow-up action required