

**Alsip Park District Board of Commissioners**  
**Minutes of Meeting**  
**November 28, 2022**

- Par. 1      **CALL TO ORDER**  
President Gutierrez 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 Becker, Kleina, Schmitt, and President Gutierrez. A quorum was present.
- Par. 4      **PRESENTATION OF MINUTES**  
Motion made by Commissioner Kleina, seconded by Commissioner Schmitt, to approve the Minutes for the October 24, 2022 Meeting as presented. Motion carried 4 – 0.
- Par. 5      **PUBLIC DISCUSSION**  
Director Huber reported the bid opening for the Apollo Recreation Center (ARC) had taken place and there were a number of options that needed consideration. She then presented representatives of Henry Brothers: Bill Callaghan Jr., owner; John Tondelli, Project Manager; and Scott Meadows, Estimator. Mr. Tondelli presented a Bid Summary and gave a status report of the budget overruns on the ARC project. Of note was the company’s satisfaction with the plumbing and electric bids and disappointment with Alternate Bid #5, the largest overrun bid and a possible rebid situation.
- Par. 6      **SECRETARY’S REPORT**  
Secretary Poremba reported the first day of filing for the April 4, 2023 Consolidated Election was Monday, December 12, 2022. She would be there 9:00 am to receive nominating petitions for ballot placement.
- Par. 7      **COMMITTEE REPORTS**  
**FINANCE**  
Business Manager  
Sue Bruesch’s Board Report was placed on file.
- Par. 8      Manager Bruesch reported open enrollment for staff health coverage closed shortly and it was imperative that staff sign up by November 30th or lose their health insurance coverage.
- Par. 9      Manager Bruesch reported a bond payment was due on December 1st.

- Par. 10 Motion made by Commissioner Becker, seconded by Commissioner Schmitt, to approve the transfer of money for a bond payment of \$940,138.50 on December 1st. Roll was called with Commissioners Becker, Kleina, Schmitt, and Gutierrez voting yes. Motion carried 4 – 0.
- Par. 11 Motion made by Commissioner Becker, seconded by Commissioner Schmitt, to approve payment of bills for the month of November 2022 in the amount of \$375,029.57. Roll was called with Commissioners Becker, Kleina, Schmitt, and Gutierrez voting yes. Motion carried 4 – 0.
- Par. 12 **RECREATION**  
Superintendent  
Greg Hooper's Board Report was placed on file.
- Par. 13 Superintendent Hooper reported the Winter Festival and Santa's Landing was set and would take place on December 3rd with a variety of fun and exciting activities.
- Par. 14 Superintendent Hooper reported staff are busy working on writings for the Spring Brochure and developing their budget.
- Par. 15 Recreation Supervisor  
Denise Michalski's Board Report was placed on file.
- Par. 16 Preschool/Recreation Supervisor  
Rebecca Perkaus' Board Report was placed on file.
- Par. 17 Supervisor Perkaus reported that she was working on budget numbers and noted that the increase in minimum wages will likely cause a 10 – 15 % increase in Preschool pricing.
- Par. 18 **ATHLETICS**  
Athletics Supervisor  
Chuck Somerville's Board Report was placed on file.
- Par. 19 Supervisor Somerville reported the indoor soccer league would be playing games in Midlothian at its indoor field.
- Par. 20 **AQUATICS/FITNESS**  
Manager  
Leslie Guerrero's Board Report was placed on file.
- Par. 21 Manager Guerrero reported she was working on budget numbers for the aquatic park and information for the Spring 2023 brochure. She added the holiday special for annual pool passes resulted in the sale of nine family passes and 12 individual passes. She went on to suggest continuing the promotion of individual season passes as she sees those being more popular in sales for families where not everyone is a swimmer.
- Par. 22 **PARKS/MAINTENANCE**  
Superintendent  
Daren McLaughlin's Board report was placed on file.

- Par. 23 Superintendent McLaughlin reported his department was again short of full-time staff.
- Par. 24  
\*\* Superintendent McLaughlin reported staff was readying for winter and still pumping out the leakage at the pool. He added the department was set back three weeks of work at the pool because the pool patch was still leaking. He has arranged a meeting with another contractor to see about an improved way of sealing the patch's seams.
- Par. 25 **GOLF COURSE**  
Operations Manager  
Rich Gottardo's Board Report was placed on file.
- Par. 26  
\*\* Director Huber reported for Manager Gottardo that the golf rounds for October 2022 were slightly below both for 2021 and 2020. Course maintenance and clean-up was ongoing. Director Huber added food and beverage business was slow and stated Manager Gottardo suggested reducing daily operations to 11:00 am – 3:00 pm. His report explained it would save upwards of \$6,000.00 in labor costs for bartenders and cooks and decrease utility costs.
- Par. 27 President Gutierrez and Commissioner Kleina both spoke and requested a suspension of any vote on changing the hours. A discussion ensued. Commissioner Kleina stated that she had followed marketing efforts on food service at the restaurant for several years and found virtually no advertising or promotions for the restaurant anywhere, paid or free. Other commissioners commented they had friends who were surprised that the club restaurant was even open.
- Par. 28 **MAIN OFFICE**  
Manager  
Donna Smith's Board Report was placed on file.
- Par. 29  
\*\* Manager Smith reported the new RecTrac was still not functioning at 100% so staff was unable to download new program registrations into the system.
- Par. 30 Manager Smith requested a donation of \$500 for the Senior Citizens luncheon and prizes on December 12th at the Apollo Recreation Center. She went on to invite commissioners to attend and asked for a count of commissioners who would be joining.
- Par. 31 Motion made by Commissioner Schmitt, seconded by Commissioner Kleina, to approve a \$500.00 contribution to the Alsip Park District Senior Citizens Club. Roll was called with Commissioners Becker, Kleina, Schmitt, and Gutierrez voting yes. Motion carried 4 – 0.
- Par. 32 President Gutierrez thanked the staff for their efforts and released them at 7:30 pm.
- Par. 33 **DIRECTOR'S REPORT**  
Director Huber's Board Report was placed on file.
- Par. 34 Holiday Schedule  
Director Huber reported she had considered holiday options for the Christmas weekend and recommended 2023 holiday hours for Apollo Recreation Center and Full-time staff. She added the next meeting for the Board of Commissioners was set for Thursday, December 22nd.

- Par. 35 Motion made by Commissioner Kleina, seconded by Commissioner Becker, to approve the Holiday Schedule and Hours as presented. Roll was called with Commissioners Becker, Kleina, Schmitt, and Gutierrez voting yes. Motion carried 4 – 0.
- Par. 36 IAPD/IPRA Conference  
 Director Huber reminded the commissioners of the joint IAPD/IPRA annual conference scheduled for January 26 – 28 and asked for a count of commissioner attendees. She noted the discounted Early Bird Registration discounts ended December 12th.
- Par. 37 Motion made by Commissioner Kleina, seconded by Commissioner Schmitt, to approve registration for Board and Staff for the annual IAPD/IPRA Conference in the amount not to exceed \$4,100.00. Roll was called with Commissioners Becker, Kleina, Schmitt, and Gutierrez voting yes. Motion carried 4 – 0.
- Par. 38 Budget Planning  
 \*\* Director Huber reported the district was again participating in the SSPRPA salary survey on full-time employees as well as the Salary Survey from the Management Association. She added budget planning was in process and results of the two surveys would be included.
- Par. 39 Apollo Recreation Center/PARC Grant Update  
 \*\* Director Huber reported value engineering items for ARC redevelopment were being researched.
- Par. 40 Skate Park/OSLAD Grant  
 \*\* Director Huber reported she and Superintendent Hooper had met with American Ramp Company to request a new cost estimate for the skate park redevelopment project in order to be ready to start in the spring.
- Par. 41 Cal-Sag Trail/Invest in Cook Funding Update  
 \*\* Director Huber reported work continues on the ICC paperwork process for the trail; however, the CSX Agreement is final and a draft of the Arkema Agreement is in. She added the Intergovernmental Agreement that will provide \$56,000.00 for Phase II engineering from Invest in Cook County is awaiting procedure advice and instruction from staff and engineers. CMAQ has approved additional expenditures for the engineering.
- Par. 42 **ATTORNEY’S REPORT**  
 \*\* Attorney Cainkar reported he needed a decision on an acceptable rate to prepare the tax levy. He added that usually a levy would be based on the CPI, which is currently 7%, just to maintain current operations. The concern is that such an increase would require a PTL black border notice and might not suit voters. A lengthy discussion ensued with the commissioners preferring to avoid approving an overage of the Property Tax Extension Law (PTEL) if possible with the final tax levy. Attorney Cainkar commented that the Board had 21 days to decide on the number and that a 6.5% rate increase would capture everything but would not increase the income. He suggested considering a 7% increase in the levy, which could be reduced to 6.5% if a black border notice raised public objections to be brought up at the meeting.
- Par. 43 **NEW BUSINESS**  
 There was no New Business to come before the Board.

Par. 44

**OLD BUSINESS**

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Motion made by Commissioner Kleina, seconded by Commissioner Becker, to recess the meeting and move into an Executive Session for a discussion of land acquisition, personnel, probable litigation, and other subject matters as allowed by the Illinois Open Meetings Act. Roll was called with Commissioners Becker, Kleina, Schmitt, and Gutierrez voting yes. Motion carried 4 – 0.

Par. 45

The Board of Commissioners went into Executive Session at 7:58 pm.

Par. 46

The Meeting returned to order at 8:40 pm.

Par. 47

**ADJOURNMENT**

Motion made by Commissioner Kleina, seconded by Commissioner Becker, to adjourn the Meeting. Motion carried by voice vote 4 – 0.

Par. 48

The Meeting adjourned at 8:41 pm.

Respectfully submitted,

Mary E. Poremba, Board Secretary

\*\* Denotes follow-up action required