

# **Alsip Park District Board of Commissioners**

## **Minutes of Meeting**

**November 27, 2023**

- Par. 1      **CALL TO ORDER**  
President Schmitt called to order the Meeting of the Alsip Park District Board of Commissioners at 6:32 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, Kleina, and President Schmitt. Absent was Commissioner Perretta. A quorum was present.
- Par. 4      **PRESENTATION OF MINUTES**  
Motion made by Commissioner Kleina, seconded by Commissioner Becker, to approve the Minutes for the October 23, 2023 Meeting as presented. Motion carried 4 – 0.
- Par. 5      **PUBLIC DISCUSSION**  
President Schmitt called upon Attorney Attard to attend to a Public Hearing.
- Par. 6      Attorney Attard called to order the Public Hearing at 6:35 pm for the purpose of taking questions and comments on a pending ordinance for the levying and collection of property taxes.
- Par. 7      There were no questions or comments from those in attendance. Attorney Attard closed the Public Hearing at 6:37 pm.
- Par. 8      **SECRETARY'S REPORT**  
No report.
- Par. 9      **COMMITTEE REPORTS**  
FINANCE  
Business Manager  
Sue Bruesch's Board Report was placed on file.
- Par. 10     Manager Bruesch reported open enrollment for staff selection of health insurance was currently in process. She added 9 of 18 eligible employees had completed their enrollment.
- Par. 11     Manager Bruesch reported the bond principal and interest payment was due. She added Time Bank had submitted the highest bid for the General Obligation Limited Tax Bonds 2023 issue. She added the revenue would be deposited into the account to use for payment of the bond and interest due now.

- Par. 12 Motion made by Commissioner Becker, seconded by Commissioner Gutierrez, to approve the transfer of money for a bond payment of \$990,383.00. Roll was called with Commissioners Becker, Gutierrez, Kleina, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 13 Manager Bruesch presented monthly bills in the amount of \$919,381.29.
- Par. 14 Motion made by Commissioner Becker, seconded by Commissioner Gutierrez, to approve payment of bills for November 2023 in the amount of \$919,381.29. Roll was called with Commissioners Becker, Gutierrez, Kleina, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 15 RECREATION  
Recreation Supervisor  
Denise Michalski's Board Report was placed on file.
- Par. 16 Director Huber reported the Winterfest with Santa's Landing was set for outside on Saturday, December 2 and noted there were plenty of activities for a fun time.
- Par. 17 Preschool/Recreation Supervisor  
Rebecca Perkaus' Board Report was placed on file.
- Par. 18 Supervisor Perkaus reported additional classes will be opening up in arts, dance and hands on activities. She noted the Partners Before & After School was currently overseeing 43 unique individuals, with more probably coming. Supervisor Perkaus added she has begun to develop budgets for the preschool and summer camp as the department adds additional classes. A new Teen Job Skills Workshop is in development with the library.
- Par. 19 ATHLETICS  
Athletics Supervisor  
Chuck Somerville's Board Report was placed on file.
- Par. 20 Director Huber reported the Athletics department was doing very well and the new Tumbling Team participated in its first competition and took 3<sup>rd</sup> Place in the Beginner Division. Members of the team had also placed individually.
- Par. 21 AQUATICS/FITNESS  
Manager.  
Leslie Guerrero's Board Report was placed on file.
- Par. 22 \*\* Manager Guerrero reported plans to have the three large TVs installed in the cardio area of the Fitness Center. Comcast will hook up necessary cable. She noted the reception distance for televisions would be too great without use of routers and recommended the purchase of three. New technology exists for suitable AV assists via wireless routers, and a free app could be downloaded by patrons to their smartphones to pick up the televisions on earphones. Commissioner Becker commented that shared equipment might need an adjacent sanitizer of some sort providing a wand or wipes for cleaning. A brief discussion ensued.
- Par. 23 Manager Guerrero requested approval of the purchase three wireless routers from Midwest Commercial Fitness at an amount not to exceed \$1,250.00.

- Par. 24      Manager Guerrero reported she had met with Steve from Halogen Supply Company for pricing of a custom sized replacement hair strainer. The strainer needs installation by February in the main pump room to ensure the pool is operating properly before April startup. She added there are a number of additional parts that she already ordered from the company.
- Par. 25      Motion made by Commissioner Kleina, seconded by Commissioner Becker, to approve the purchase of three wireless routers from Midwest Commercial Fitness at a cost not to exceed \$1,250.00. Roll was called with Commissioners Becker, Gutierrez, Kleina, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 26      Motion made by Commissioner Kleina, seconded by Commissioner Becker, to approve the purchase of a D10x8”x8” Mermade strainer with extra basket from Halogen Supply Company at a cost not to exceed \$4,544.00. Roll was called with Commissioners Becker, Gutierrez, Kleina, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 27      PARKS/MAINTENANCE  
Superintendent  
Daren McLaughlin’s Board report was placed on file.
- Par. 28      Director Huber reported that a few pieces of equipment were not installed in Progress Park so  
\*\* it did not have its re-opening and ribbon cutting yet. Lights have been put in and the trees were trimmed. She added the playground will be ready to use when grounds restoration of the surrounding area is completed.
- Par. 29      Director Huber reported the grounds at the skate park sled hill and the north area at Apollo Park playground had been re-graded, reseeded, and mulched; however, grass growth might not be apparent until spring 2024.
- Par. 30      GOLF COURSE  
Operations Manager  
Rich Gottardo’s Board Report was placed on file.
- Par. 31      Director Huber reported Manager Gottardo wanted to extend the five-year gaming machine  
\*\* contract for another year, with Accel Entertainment swapping out a few of the older machines and adding a sixth at that time. This is to see if the newer machines encourage more business, and a five-year extension could be considered. A brief discussion continued regarding winter hours of operation of the pub and generating January and February business. Also, income should be reported after 3:00 pm for a better study and more appropriate results.
- Par. 32      Director Huber reported Manager Gottardo also wanted to extend the contract for the ATM machine, which is also provided by Accel Entertainment for another year.
- Par. 33      Motion made by Commissioner Gutierrez, seconded by Commissioner Becker, to approve a  
\*\* 5-year extension with the gaming company, Accel Entertainment, regarding the gaming license, pending approval by the attorney. Roll was called with Commissioners Becker, Gutierrez, and Schmitt voting yes. Commissioner Kleina voted no. Motion lost 3 – 1 for lack of a supermajority.

- Par. 34  
\*\* Motion made by Commissioner Gutierrez, seconded by Commissioner Becker, to approve a 5-year extension with the gaming company, Accel Entertainment, regarding the ATM Machine, pending approval by the attorney. Roll was called with Commissioners Becker, Gutierrez, and Schmitt voting yes. Commissioner Kleina voted no. Motion lost 3 – 1 for lack of a supermajority.
- Par. 35 MAIN OFFICE  
Manager  
Donna Smith's Board Report was placed on file.
- Par. 36 Manager Smith reported it was holiday time to budget for the 2023 Christmas Luncheon for the Alsip Park District Senior Citizens. She invited the director and commissioners to attend.
- Par. 37 Motion made by Commissioner Gutierrez, seconded by Commissioner Kleina, to approve a \$400.00 contribution to the Alsip Park District Senior Citizens Club for their 2023 Christmas Luncheon. Roll was called with Commissioners Becker, Gutierrez, Kleina, and Schmitt voting yes. Motion carried 4 – 0
- Par. 38 Motion made by Commissioner Gutierrez, seconded by Commissioner Kleina, to approve a \$100.00 contribution to the Alsip Park District Senior Citizens Club for raffle prizes for their 2023 Christmas Luncheon. Roll was called with Commissioners Becker, Gutierrez, Kleina, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 39 President Schmitt ended the Committee portion of the Meeting at 7:19 pm and excused the staff.
- Par. 40 **DIRECTOR'S REPORT**  
Jeannette Huber's Board Report was placed on file.
- Par.41  
\*\* SWSRA  
Director Huber reported the SWSRA organization had determined that an increase in the member agency contributions to 0.225 would be necessary.
- Par. 42 Motion made by Commissioner Becker, seconded by Commissioner Gutierrez, to approve a Resolution of the Alsip Park District, Cook County, Illinois, Approving the Articles Agreement for the South West Special Recreation Association. Roll was called with Commissioners Becker, Gutierrez, Kleina, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 43 2024 Holiday Schedule and Hours  
Director Huber presented for approval an updated draft of Holiday Hours for the Apollo Recreation Center and a schedule for full-time staff.
- Par. 44 Motion made by Commissioner Becker, seconded by Commissioner Gutierrez, to approve the 2024 Holiday Schedule and Hours as presented. Roll was called with Commissioners Becker, Gutierrez, Kleina, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 45 IAPD/IPRA  
Director Huber reported the annual joint conference of the IAPD and the IPRA was scheduled for January 25 – 28, 2024 at the Hyatt Hotel. She asked for confirmation of attendance and participation in which desired package in order to take advantage of early bird discounts.

- Par. 46      Motion made by Commissioner Gutierrez, seconded by Commissioner Becker, to approve the 2024 registration for Board and Staff for the annual IAPD/IPRA conference in the amount not to exceed \$4,380.00. Roll was called with Commissioners Becker, Gutierrez, Kleina, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 47      Cal-Sag Tail/ICC Update  
\*\*      Director Huber reported she is still waiting for an update of the Arkema Agreement as encouraged by the Springfield legal representation. She added that bid letting for the trail is currently scheduled for January 2024 but likely will be pushed back.
- Par. 48      Skate Park/OSLAD Grant Update  
\*\*      Director Huber reported installation of the skate park equipment is finished; however, not all amenities are in and complete. The park is in use but a grand reopening and the ribbon cutting will not be scheduled until the park update is complete.
- Par. 49      OSLAD Grant for Freedom Park  
\*\*      Director Huber reported there was no new information since she submitted the application budget in the format requested.
- Par. 50      Gametime IPRA Funding Initiative for Progress Park Update  
\*\*      Director Huber reported the redevelopment of Progress Park is underway with new equipment in and restoration of the grounds is being attended to depending on the weather.
- Par. 51      Apollo Recreation Center Expansion/PARC Grant Update  
\*\*      Director Huber reported construction continues on the Apollo Recreation Center but is currently slowed by T.A. Bowman's poor delivery of structural steel work holding up important installations. The company has been notified by a Construction Change Directive but is disputing timing of drawings rather than working on the ARC. The steel work in the gym and on the stairs must be completed before the track and lift can be installed.
- Par. 52      Director Huber reported there were more change orders and pay requests in and recommended their approval.
- Par. 53      Motion made by Commissioner Kleina, seconded by Commissioner Gutierrez, to approve Pay Application #8 in the amount of \$462,581.99 for construction at the Apollo Recreation Center. Roll was called with Commissioners Becker, Gutierrez, Kleina, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 54      Motion made by Commissioner Gutierrez, seconded by Commissioner Becker, to approve payment to Henry Brothers for Construction Management Services in the amount of \$45,735.15. Roll was called with Commissioners Becker, Gutierrez, Kleina, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 55      Motion made by Commissioner Becker, seconded by Commissioner Kleina, to ratify Change Order #9 to Cryer & Olsen Mechanical for the Apollo Recreation Center Construction in the amount of \$17,040.00. Roll was called with Commissioners Becker, Gutierrez, Kleina, and Schmitt voting yes. Motion carried 4 – 0.

- Par. 56 Motion made by Commissioner Gutierrez, seconded by Commissioner Becker, to ratify Change Order #2 to Henry Brothers Company for the Apollo Recreation Center Construction in the amount of \$25,200.00. Roll was called with Commissioners Becker, Gutierrez, Kleina, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 57 Motion made by Commissioner Kleina, seconded by Commissioner Becker, to approve Change Order #7 to Doherty Construction for the Apollo Recreation Center Construction for a deduction of \$10,720.00. Roll was called with Commissioners Becker, Gutierrez, Kleina, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 58 Motion made by Commissioner Kleina, seconded by Commissioner Becker, to ratify the Construction Change Directive issued to T.A. Bowman. Roll was called with Commissioners Becker, Gutierrez, Kleina, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 59 Motion made by Commissioner Becker, seconded by Commissioner Kleina, to ratify services from JMS Environmental for the Apollo Recreation Center in the amount not to exceed \$12,825.00. Roll was called with Commissioners Becker, Gutierrez, Kleina, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 60 FY 2024-2025 Budget Planning  
\*\* Director Huber requested any budget items commissioners might wish to address in the 2024-2025 Budget. She reported the district will again participate in the SSPRPA salary survey for full-time employees' incomes and the Salary Survey from the Management Association offered through IPRA. Results of the surveys will be available for 2024-2025 budget planning.
- Par. 61 **ATTORNEY'S REPORT**  
Attorney Attard presented copies of a tentative ordinance providing for the levying, assessment and collection of taxes. She invited discussion and recommendation of the preferred rate of increase for the ordinance and added that a Public Hearing had been posted to report an increase; however, the board had the option to decide the rate they would like to approve. A brief discussion led to a consensus.
- Par. 62 Motion made by Commissioner Gutierrez, seconded by Commissioner Kleina, to approve Ordinance No. 23-04, An Ordinance Providing for the Levying, Assessment and Collection of Taxes for the Fiscal Year Beginning May 1, 2023, and Ending April 30, 2024 for the Alsip Park District, Cook County, Illinois. Roll was called with Commissioners Becker, Gutierrez, Kleina, and Schmitt voting yes. Motion carried 4 – 0.
- Par. 63 **NEW BUSINESS**  
There was no New Business to come before the Board.
- Par. 64 **OLD BUSINESS**  
There was no Old Business to come before the Board.
- Par. 65 **ADJOURNMENT**  
Motion made by Commissioner Kleina, seconded by Commissioner Becker, to adjourn the Meeting. Motion carried by voice vote 4 – 0.

Par. 66            The Meeting adjourned at 7:47 pm.

Respectfully submitted,

Mary E. Poremba, Board Secretary

\*\* Denotes follow-up action required