

Minutes of a Regular Session of the  
Board of Commissioners of the Lemont Park District  
Held on May 23, 2023, at 6:00 p.m.  
At Safety Village, 55 Stephen Street, Lemont, IL 60439

**CALL TO ORDER** – President McAdam called the meeting to order at 6:04 p.m.

**ROLL CALL** – Commissioner Richmond, Commissioner Scarlati, Commissioner Wagner, Commissioner Mescher, President McAdam. Also in attendance were Executive Director Louise Egofski, and staff Jason Khuen, Anthony Morelli, Christine Aguirre, Josephine Wimunc, Lisa Dian, Lauren Raspanti, Colleen Ganzer Jason Smith and Carlene Dickman as recording secretary. Also in attendance were Macade Thorpe from Lauterbach & Amen and Carl Buck, Attorney from Rathburn, Cservenyak & Kozol.

**PLEDGE OF ALLEGIANCE** – Led by Commissioner McAdam

**CHANGE TO AGENDA** – Executive Director Louise Egofski would like to remove Action Item E.8. We will bring this for approval at a future board meeting.

**RECOGNITION OF VISITORS** – President McAdam acknowledged the visitors in attendance. Asked if anyone wanted to address the board. Hearing none, the meeting continued.

**COMMUNICATIONS** – In the packet – 2023 Risk Management Review Kickoff Process Incentive Letter, IAPD Thank You for attending the 2023 Legislative Reception and Conference and the PDRMA 2022 Annual Report.

**VALUES IN ACTION, DISTINGUISHED SERVICE AND COMMUNITY SPOTLIGHT AWARDS** - Lisa Dian read the nomination for the Values In Action Award for Jason Smith from the Maintenance Department. Jason was nominated for going above and beyond in his job and doing such a great job since he started with the Lemont Park District. Thank you, Jason, for all you do! Tracy Sawatzky was recognized by Lisa Dian for 15 years of service to the Lemont Park District. Tracy was not in attendance this evening. Louise Egofski presented Anthony Morelli with a Distinguished Service Award for 10 years of service to the Lemont Park District. She also presented Colleen Ganzer with a Distinguished Service Award for 15 years of service to the Lemont Park District.

Executive Director Louise Egofski introduced Josephine Wimunc, the New Director of Finance and Technology to the Board of Commissioners.

**PRESENTATION** – Macade Thorpe from Latuerbach & Amen provided a short presentation regarding the Comprehensive Annual Financial Report for the Fiscal Year Ended December 31, 2022. Macade thanked the Board for the opportunity for Lauterbach & Amen to be the auditors again this year. Macade thanked Executive Director Louise Egofski, Colleen Ganzer and Cheri Grieco for all of their hard work in preparing for the audit. Macade congratulated the District on receiving the GFOA Certificate of Achievement for Excellence in Financial Reporting. As part of the Independent Auditors Report, the opinion on the audit is the highest opinion they are able to offer.

In the Management's Discussion and Analysis, the narrative of financials provides highlights on current year's activities and resulting changes made throughout the year. On the balance sheet provided in the governmental activities section, the Lemont Park District had an overall increase of 9 %. On the fund balance sheet, the General Fund balance increased by 8% and the Recreation Fund Balance increased by 15%. This is in compliance with Lemont Park District policies. The Schedule of Revenues, Expenditures

and Changes in Fund Balance, Budget and Actual, is a great resource to see where there was an increase in net position for the General and Rec Funds, as well as final amounts compared to expenses.

Macade mentioned the Management Letter and current recommendation for GASB Statement No. 96 that will be in place for next year regarding material software. He also mentioned one prior year's recommendation regarding the Recreation Fund. Even though the fund increased, the balance was a little lower than it should be, but at the beginning of 2022, we had lower participation until the vaccine mandate was lifted. We then saw a rise in participation later in the year. He doesn't expect the Management Letter comment to continue since we are moving in the right direction. The Board of Commissioners thanked him for his presentation.

#### **BOARD BUSINESS –**

**Oath of Office** – Carl Buck, Attorney from Rathburn, Cservenyak & Kozol, administered the Oath of Office to Bill McAdam and Steve Richmond.

#### **Selection of Officers -**

Commissioner Scarlati made a motion to select Commissioner McAdam as the Board President, with a second by Commissioner Wagner.

**Roll Call** – Ayes – Commissioners Scarlati, Wagner, Mescher, Richmond, McAdam  
Nays - None

Commissioner Richmond made a motion to select Commissioner Scarlati as the Board Vice President, with a second by Commissioner Wagner.

**Roll Call** – Ayes – Commissioners Richmond, Wagner, Mescher, McAdam, Scarlati  
Nays - None

Commissioner Scarlati made a motion to select Commissioner Wagner as the Board Treasurer, with a second by Commissioner Mescher.

**Roll Call** – Ayes – Commissioners Scarlati, Mescher, Richmond, Wagner, McAdam  
Nays – None

#### **Appoint Committee Liaisons –**

President McAdam spoke about the committee appointments. President McAdam mentioned that the current Board works very well together as a whole committee. He asked if the board would like to have separate members on committees or keep operating as a whole at the Committee of the Whole meetings. The board agreed to keep things the way they are. Commissioner Wager asked if we wanted to increase committee involvement. Executive Director Louise Egofski mentioned that if a board member is interested in a certain area, that they can reach out and we can all work together more. She mentioned that if the board members are hearing something they want to talk about or would like more information, this is a true opportunity to bring more information to the Committee of the Whole meetings. President McAdam said that we will not have specific committee appointments at this time, but we have the opportunity to change this later if need be.

**President's Comments** – President McAdam thanked the commissioners for electing him as the President of the Board and he is very humbled by that. He thanked the board and staff for the trust and faith they have in him.



**Commissioners Comments** – Steve Richmond commented that we attended the SEASPAR awards and what a great event it was. He also commented that the Quarryman was a great success and he liked all of the changes we made this year, including having the awards on the stage at Pollyanna.

**CONSENT AGENDA** – The following items were presented to the board as consent:

- D.1 – Approval of Minutes – April 25, 2023 Regular Meeting
- D.2 – Approval of April 2023 Treasurer's Report
- D.3 – Approval of May 2023 Payables in the amount of \$337,321.55

Commissioner Mescher made a motion to approve the consent agenda as presented, with a second by Commissioner Scarlati.

**Roll Call** – Ayes – Commissioners Mescher, Scarlati, Richmond, Wagner, McAdam  
Nays – None

**ACTION ITEMS –**

**E.1 – Approval of Comprehensive Annual Financial Report for Fiscal Year Ended December 31, 2022**

Commissioner Richmond made a motion to approve the Comprehensive Annual Financial Report for Fiscal Year Ended December 31, 2022 , with a second by Commissioner Scarlati.

**Roll Call** – Ayes – Commissioners Richmond, Scarlati, Mescher, Wagner, McAdam  
Nays – None

**E.2 – Approval of Resolution #2023-1 forming a committee on Local Government Efficiency**

Commissioner Scarlati made a motion to approve Resolution #2023-1 forming a committee on Local Government Efficiency, including the full board, Executive Director Louise Egofski along with residents Jennifer Knitter and Mike Leonard, with a second by Commissioner Richmond.

**Roll Call** – Ayes – Commissioners Scarlati, Richmond, Mescher, Wagner, McAdam  
Nays – None

**E.3 – Approval of Resolution #2023-2 for Transfer of \$1.0M Excess Surplus in the Corporate Fund to the Capital Fund**

Commissioner Richmond made a motion to approval Resolution #2023-2 for the transfer of \$1.0M Excess Surplus in the Corporate Fund to the Capital Fund, with a second by Commissioner Wagner

**Roll Call** – Ayes – Commissioners Richmond, Wagner, Mescher, Scarlati, McAdam  
Nays – None

**E.4 – Approval of Resolution #2023-3 for Park and Recreation Facility Construction PARC Application Certification**

Commissioner Mescher made a motion to approval Resolution #2023-3 for Park and Recreation Facility Construction PARC Application Certification, with a second by Commissioner Wagner

**Roll Call** – Ayes – Commissioners Mescher, Wagner, Richmond, Scarlati, McAdam  
Nays – None

**E.5 – Approval of contract for Power DMS Module Services for Three Years**

Commissioner Richmond made a motion to approve the contract with Power DMS Module Services for Three Years, with a second by Commissioner Scarlati.

**Roll Call** – Ayes – Commissioners Richmond, Scarlati, Mescher, Wagner, McAdam  
Nays – None

**E.6 – Approval of Asphalt Project Change Order in the Amount of \$8,700**

Commissioner Wagner made a motion to approval the Asphalt Project Change Order in the amount of \$8,700, with a second by Commissioner Mescher.

West drive was the original drive to Maintenance Barn. Commissioner Scarlati asked if we needed more stone. Jason explained why we had to add more stone. Commissioner Richmond asked if we had a contingency in the contract for this and Jason said no, we did not bid on the project with a contingency.

**Roll Call** – Ayes – Commissioners Wagner, Mescher, Richmond, Scarlati, McAdam  
Nays – None

**E.7 – Approval of Pyrotechnico Fireworks Inc. 2024-2026 Contract for Lemont Park District July 3<sup>rd</sup> Extravaganza**

Commissioner Wagner made a motion to approve the Pyrotechnico Fireworks Inc. 2024-2026 contract for Lemont Park District July 3<sup>rd</sup> Extravaganza, with a second by Commissioner Scarlati.

Commissioner Richmond asked if we have previously extended our contract with Pyrotechnico. Anthony Morelli explained that we usually have a 3-year contract with them. Executive Director Louise Egofske mentioned that Pyrotechnico recently purchased Melrose Pyrotechnics who we have previously used, and they are just under a new name. She mentioned that many other communities also use this company. We have had a long-standing relationship with them since this program started. Commissioner Wagner asked about the 5% increase in cost with inflation. Anthony Morelli mentioned that the only year we would incur a possible increase would be the third year of the contract. With the 3-year contract, our date is locked in along with rain dates. There was discussion regarding the cost of the fireworks and the partnership with the Village of Lemont and the Lemont Township to bring this to the community.

**Roll Call** – Ayes – Commissioners Wagner, Scarlati, Mescher, Richmond, McAdam  
Nays – None

**STAFF AND COMMITTEE REPORTS –**

**EXECUTIVE DIRECTOR'S REPORT** – Executive Director Louise Egofske congratulated staff on an excellent Quarryman Challenge, the team did a great job. Thank you to the Board for the opportunity to go to Springfield for the Legislative Conference. We hosted the first public engagement meeting on May 16<sup>th</sup>. We are working with the architects on the presentation for the second meeting. The second community engagement meeting will take place on Thursday, June 1<sup>st</sup> at 6 p.m. at the Centennial Community Center. Executive Director Louise Egofske and Jason Khuen are working on a PARC Grant with Pat Callahan from Studio GC. There was discussion regarding the grant, highlighting our partnerships for building use such as SEASPAR, and what the grant could be used for. Regarding Athens Park, we did get a permit from Cook County. MWRD is reviewing our plans. Commissioner Mescher suggested working with other agencies to improve our grant changes. There was discussion regarding the soil coming from Gleneagles this year for the site. We are hoping to start on the site soon. The Bambrick annexation is taking longer on the Village end, but it is still on our radar.



**RISK MANAGEMENT/HUMAN RESOURCES REPORT** – Christine Aguirre mentioned that the IDEA committee had their first meeting today and that Lauren Raspanti did a great job presenting some material. We look forward to presenting the new policy and statement to all within the next few months.

**INTERGOVERNMENTAL** – Nothing to add other than a successful Conference in Springfield.

**MARKETING AND RECREATION REPORT** – Carrie Dellamano mentioned that we had a very successful summer registration. Staff is getting ready for a busy summer. Day camp is excited to utilize the new shelter in the grove area. We will be supplying more numbers, such as registrations and waitlists, to support our case at the June 1<sup>st</sup> community engagement meeting. Commissioner Richmond commented that the annual report postcard was very nice.

**FACILITIES REPORT** – Anthony Morelli mentioned that communications were sent regarding website updates and the new Lemont Park District app (shortcut). Anthony mentioned that the RecTrac committee has been meeting and have been making upgrades in RecTrac and the overall customer service experience. This summer we will be providing the board with more information on such updates. We will be implementing a software called Flippingbook when the fall Memory Maker goes online. More information to come. Anthony mentioned that he has solidified a Kinetics Gymnastics group rental at The CORE for March 2024. At the July board meeting, we will go through the CORE app analytics and will be able to provide more information on the growth we are seeing. Aquatics has hired 70 lifeguards for the summer. The outdoor pool opens on June 2<sup>nd</sup> for pass holders and June 3<sup>rd</sup> to the public. Pool passes will be able to be scanned through the CORE app, so pool pass holders do not need to have their cards with them to swipe in. There was discussion regarding providing the information at the June 1<sup>st</sup> community engagement meeting for CORE fitness classes, indoor spaces and fields. Anthony mentioned that he and Pam Carter have worked together on a sponsorship with the Lemont Junior Woman's Club for \$15,090 for a scoreboard on the north field. He is also talking to the Santos family regarding a sponsorship for another field.

**FITNESS REPORT** – Nothing to add.

**AQUATICS REPORT** – Nothing to add.

**MAINTENANCE REPORT** – Jason Khuen said what a great job Frank did to get the outdoor pool up and running. The main Centennial parking lot and the preschool lot will be seal coated next Tuesday and Wednesday. The walking path will be seal coated this summer as well.

**FINANCE REPORT** – Colleen Ganzer welcomed Josephine to the Finance team. Cheri will be here a few more times. President McAdam welcomed Josephine. Colleen mentioned that she is working on a new credit card option that is more widely used such as Card Connect since our current system will not be supported through RecTrac after December 31, 2023. We will bring an agreement before the board at the next meeting and hope to make the change over in August.

**POLICY & PROCEDURE** – Executive Director Louise Egofske congratulated staff for hosting a great summer staff training on Sunday evening. There were about 155 staff members in attendance.

**UNFINISHED BUSINESS** – none

**NEW BUSINESS** –

President McAdam stated that the next Lemont Park District Board Meeting will be held on Tuesday, June 27, 2023, 6 p.m., at the Lemont Park District Safety Village, 55 Stephen Street, Lemont.

**ADJOURN TO CLOSED SESSION**

Commissioner Wagner made a motion, with a second by Commissioner Richmond at 7:00 p.m. to adjourn to closed session for the following:

1. The appointment, employment, compensation, discipline, performance or dismissal of specific employees, specific individuals who serve as independent contractors in park, recreational or educational setting or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational or educational setting or a volunteer of the public body or against legal counsel for the public body to determine its validity, pursuant to 5ILCS 120/2(c)(1) of the Open Meetings Act.

Those invited into Closed Session were Commissioners Richmond, Scarlati, Wagner, Mescher, McAdam and Executive Director Louise Egofske.

Commissioner Scarlati made a motion to resume the regular meeting, with a second by Commissioner Richmond at 8:07 p.m.

**FINAL ADJOURNMENT** – Commissioner Wagner made a motion to adjourn with a second by Commissioner Scarlati. All Ayes, motion carried.

The meeting adjourned at 8:08 p.m.

  
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President

  
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Secretary