

**SPECIAL COMMITTEE MEETING MINUTES**  
**TUESDAY, APRIL 25, 2023**  
**FRANKFORT, IL – FOUNDERS COMMUNITY CENTER**  
**7:00 p.m.**

President Barz called the meeting to order at 7:00 p.m.

Attendance: Commissioners Ruvoli, Barz, McCarey, Ponton and Gentry; Executive Director, Gina Hassett; Lisa Slattery, Business Manager; and Mary Strand, Recording Secretary.

Absent: None

Guests: Belinda Olszewski and Jennifer Black.

- I. Facility Update
  - A. Founders Center – Gym trusses – President Barz and Gina spoke with the insurance adjuster assigned by PDRMA and the engineer. The adjuster is struggling to identify what caused the damage to the truss. The adjuster will be in contact with PDRMA and next steps should follow. The repairs might not be covered. Discussion was held.
- II. Nicor Easements Agreements – New easements are needed for new mains along 80<sup>th</sup> Ave. & Commissioners Park. There are 3 parcel and an easement is needed for each. The attorney has reviewed. Staff is reviewing the access points to see if they disrupt any areas and if there would be a hardship to the areas affected and we may need to negotiate the access points. A performance bond should be required of Nicor. The Board would need to approve the agreements at a Regular Meeting.
- III. Government Efficiency Act Committee – This act requires the District to form a committee to study local government efficiencies and issue a report to the County Board. The committee must be formed by Jun 10, 2023. The committee should be formed by the May 9<sup>th</sup> Regular Board Meeting so that a vote can be held to adopt a resolution establishing the committee. Suggestions of residents to add to the committee should be sent to Gina.
- IV. PDRMA Cyber Security Coverage – A report from PDRMA has been received noting that FPD has met all the cyber checks to proceed with PDRMA's insurance process. Bo further actions are needed at this time.
- V. Grants
  - A. Lincoln Meadows – It is moving along very quickly. Additional paths are being formed. The shade structure is due for delivery May 2<sup>nd</sup>. Senator Hastings called today and he noted the progress.
  - B. Windy Hill Park OSLAD –A survey is on the website for the residents' input. Some adjustments will be sent to IDNR to see if changes will be okay.
- VI. Land Cash Development – No further feedback has been received.
  - A. Town Homes
  - B. Abby Woods
  - C. Solux Development
- VII. LWSRA –
  - A. Defined Contribution Request – LWSRA will be retiring its building debt soon that is partially funded by each District. They are requesting that all of the

member Districts keep funding .0025% of the ADA levy for Capital Projects. For 10 years. All member Districts are in favor of extending the capital contribution. However, the LWSRA Board has suggested lowering the term from 10 years to 5 years. No action by FPD Board is needed at this time but will need approval in the near future. Mrs. Olszewski provided the Commissioners with information on proposed LWSRA Capital Projects. She expressed her concerns on how the money is spent. Mrs. Black voiced concern that the funds would be overseen to make sure that they are for Capital Projects. Discussion was held.

- B. Fund Transfers – A memo outlining the transfer of funds from the ADA Fund to the General Fund was discussed.
- VIII. II. Paid Leave Act – A memo was included in the Board’s packets describing the act. FPD is not required to do this, however it might hinder the District when trying to recruit the best employee. Gina has been investigating and is looking to change a few positions to include them in the process. Analysis of the act is ongoing. Discussion was held. Gina will educate the employees closer to January. The time & attendance software needs to be able to handle the process if we put it in place.
- IX. Board Elections – Commissioners will vote at the May 9<sup>th</sup> Regular Meeting to elect president, vice president, secretary and treasurer.
- X. 60423 Day – A memo from the Village of Frankfort was included in the packets. FPD has offered to do hold lawn games.
- XI. Budget FY 23/24
- A. Capital Projects – Gina started the discussion with the Summary showing the Budget and comparison to the current years budget. Lisa and Gina answered questions. Gina and Lisa will create a summary of the cuts to services and events. A summary of the budget changes will be put in the final budget. At the May meeting there will be a Public Hearing.
  - B. Employee Compensation Review

Miscellaneous –

- Gina gave the commissioners an updated agenda for Parks Day on May 3<sup>rd</sup>.
- The NRPA convention is in Dallas October 9-13. Commissioners should let Gina know if you are attending.
- Senator Hastings called to ask for the total cost to replace Fort Frankfort. Gina asked Todd to get an estimate to her. Maintenance Day is May 13<sup>th</sup>.
- Gina prepared a calendar of Village Board Meetings and Meetings of the Whole for the commissioners to commit to go to some.
- Commissioner Ruvoli said that the Budget exhibit was well put together and he praised and thanked Lisa and Gina.
- There were two HOA’s that did a park cleanup. One was Five Oaks. Mrs. Olszewski told Gina that she had heard that the president of the HOA is planning to level the park parcel and spread dirt. A hold harmless agreement will need to be signed by the HOA. A more detailed plan is needed. Discussion was held.
- Gina informed the Board that she is not available for May 23<sup>rd</sup> Committee Meeting. The general consensus was that a Committee Meeting is not necessary or it can be held immediately after the May 9<sup>th</sup> Regular Meeting.

- XII. EXECUTIVE SESSION - *President Barz asked for a motion to go into Executive Session for the purpose of discussing the purchase or lease of real estate 5 ILCS 120/(2)(5); Personnel ILCS 120/2(c)(1); imminent or pending litigation 5 ILCS120/2(2)(c)(1); and finances. Commissioner Gentry so moved and Commissioner McCarey seconded it. Hearing no objections all present voted Aye. Motion passed by a voice vote at 8:38 p.m.*
- XIII. OPEN SESSION - With nothing further to discuss, President Barz asked for a motion to end the Executive Session and return to the Open Session of the Special Committee Meeting. *Commissioner Gentry so moved and Commissioner McCarey seconded the motion. Motion passed by a voice vote at 9:00 p.m.*
- XIV. ADJOURNMENT –*Commissioner Gentry made a motion to adjourn and Commissioner McCarey seconded the motion. Hearing no objections all present voted Aye. April 25, 2023 Committee Meeting adjourned at 9:01p.m.*

Respectfully submitted,

Mary T. Strand Board  
Minutes Secretary