

FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS MEETING
TUESDAY APRIL 8, 2025
140 OAK STREET, FRANKFORT, IL 60423

MINUTES

1. CALL TO ORDER

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

2. ROLL CALL

PRESENT

Commissioner Ruvoli

Commissioner Ponton

Commissioner McCarey

Commissioner Gentry

ABSENT

Commissioner Barz

ALSO PRESENT Gina Hassett, Executive Director; Stacy Proper, Supt. Recreation; Edward Newton, Supt. Building and Grounds; Regina Ross-Ellison, Superintendent of Finance, and Mary Strand, Recording Secretary.

GUESTS: None

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF THE AGENDA – Approved as presented.

5. CONSENT AGENDA – Items on the consent agenda are considered to be routine in nature and will be enacted in one motion. There will be no separate discussion of these items unless a board member so requests in which event, the item will be removed from the Consent Agenda and will be considered separately.

A. Approval of the Special Board Meeting Minutes of March 12, 2025

B. Approval of the Special Committee Meeting Minutes of March 12, 2025

Commissioner Ponton made a motion to approve the Consent Agenda as corrected. Commissioner Ruvoli seconded the motion. A roll call vote was taken.

Aye: (4) Gentry, Ponton, Ruvoli, McCarey

Nay: (0)

Abstain: (0)

Absent: (1) Barz

Motion approved

6. Finance Report- APPROVAL OF BILLS (financial reports attached) – President McCarey asked for a motion to approve the March 31, 2025, Accounts Payable and Payroll in the amount of \$316,731.11 which may include travel and lodging expenses. Regina gave an overview of the larger expenses. Regina told the Board that she is meeting with Tim Gavin, Lauterbach & Amen, to review and clean up the financial reports generated on ACS. She hopes to present the new reports for the June Board meeting. She gave a summary of the report. Commissioners questioned several items and Regina clarified them. Gina and Regina will work to update the quarterly report of the Capital Projects. The 25/26 budget will reflect a budget item for Lauterbach & Amen for ongoing ACS support. Payment for the controlled burn was discussed. It replaces chemical control invasive species. The charges for Unique Computing Solutions was discussed. A report for YTD for each vendor and one by account number was discussed. The renewal of CD's were discussed.

Commissioner Ponton made a motion to approve January 31, 2025, Accounts Payable in the amount of \$316,731.11 as presented and Commissioner Gentry seconded the motion. A roll call vote was taken.

Aye: (4) Ponton, Gentry, Ruvoli, McCarey

Nay: (0)

Abstain: (0)

Absent: (1) Barz

Motion approved

7. CITIZENS COMMENTS AND/OR CORRESPONDENCE – On March 28th the Village forwarded an email from a resident that stated concerns of safety issues at Stone Creek Park. Ed went out there immediately and found that the laminate on the stairs of the equipment came off. The replacement has already been received. The resident went on social media to air their dissatisfaction but did not directly contact FPD. Discussion was held
8. PRESIDENT'S REPORT
 - President McCarey has had discussion with the Village Mayor and says they are considering adding an ordinance, or changing one that is in effect, to forbid HOAs from imposing fees against any taxing bodies.
 - He discussed the social media postings and told the staff that he and the Board support and thank them.
9. EXECUTIVE DIRECTOR'S REPORT
 - A. Motion to Approve Natural Gas Agreement – Gina explained that the staff has evaluated the opportunity to use a supplier for purchasing natural gas for the Park District's facilities. Staff is recommending entering into a three year agreement for purchasing natural gas through IGS Energy with a potential savings of 10-20%.

Commissioner Gentry made a motion to approve an agreement with IGS Energy for a period of 36 months for the purchase of natural gas and Commissioner Ponton seconded the motion. A roll call vote was taken.

Aye: (4) Gentry, Ponton, Ruvoli, McCarey

Nay: (0)

Abstain: (0)

Absent: (1) Barz

Motion approved

- Fort Frankfort – The structure is now down. The fence also came down. Bills for the equipment came in, but payment from the state has not been received yet.
 - Falcon Football – At Main Park, one light pole came down during the spring storms. The pole was in poor condition and there are others that need to come down.
 - Staff – Lisa Careny will be retiring on April 17. A new employee, Lisa Abbott, has been hired part-time. Sue Reidy, a long-time administrative clerk, is now working full-time. In May, a Maintenance Mechanic position will be posted to fill Dave Gow's position.
 - Parks Day & IAPD Legislative Conference – The annual event will be held April 29th and staff will be attending along with a commissioner to meet with legislators.
 - NRPA Convention – It will be September 16-18 in Orlando. Commissioners should let Gina know if they can attend.
 - All Staff Training – The annual training to cover the mandated requirements for various subjects will be held on May 21.
10. COMMITTEE REPORTS
 - A. Special Recreation – A copy of LWSRA report was provided to the Board digitally.
 - B. Building and Grounds Report – Ed's report was included in the Board's packets.

- Currently staff have made repairs and turned on the water in the bathrooms of the parks. Garbage cans have been returned to the parks.
- The new ballfield light controllers are on the schedule to be installed and training the staff will be conducted.
- The equipment failure at Stone Creek Park is under warranty. The new pieces were ordered and will be replaced.
- The replacement swing set has just arrived for Butternut Park. Staff will be working on installing the unit weather permitting.
- Discussion of the damn at Lakeview North Park was held. It has a sign saying to stay off it but people still fish from it.
- Mowing has not started yet, but they are doing maintenance to landscape beds. Parks are being mowed every other week and some signs will be posted informing people of the schedule.
- Summer hiring was discussed. Three to four part-time employees will be hired. One person is returning for part of the summer. There have been quite a few applications.
- Recharging stations have been under discussion. A proposal is being written up for the grant.

C. The Recreation Report – Stacey's report was included in the Board's packets.

- Summer Brochure – The summer brochure was posted to the website on April 2nd and delivered to the Post Office around April 16th. Registration will open on April 22 for residents and April 29th for non-residents. Staff is getting ready for registration and working with Deb to promote the programs.
 - Fire Starters Spring Soccer League – There are 193 participants. A coaches meeting was held on March 18 with the Fire Staff to go over the rules and answer questions. Coaches received equipment bags, shirts and their rosters. Practice will begin on April 8 and 10 with the first game scheduled for April 12th. Beth is on hand to meet with the teams.
 - Preschool – The session will end at the end of May. Registration for the 2025-26 school year is ongoing. Morning classes are filled while the afternoon sessions continue to build.
 - Day Camp – Registration is ongoing. The Full Day Camp 1st-3rd age group is full. The 4th-6th age group and Half Day Camp continue to build. Kristin is interviewing for counselors and several from last year are returning. Traong will begin end of May.
 - Preschool – Registration is ongoing, and all morning classes are full. Staff is working to fill the afternoon sessions.
 - Day camp – Registration began with returning participants. Resident registration was held first and now it is open to Non-Residents.
 - Donuts with Bunny & Egg Hunt – Events will be held April 12th at the Founders Center.
 - Summer Employment – A steady influx of applications have been coming in for Day Camp and Splash Park. Many temporary employees are returning from last year.
 - Coaches – There have not been many incidents with parents or coaches. Discussion was held.
- a. Community Outreach – Julie's report was included in the packets. She is working on getting sponsors for Softball Banners. She is also working on sponsors and donations for Short Run on a Long Day. Commissioner Ruvoli gave kudos to Julie for getting Dots Foods sponsorship. She is very creative in working with vendors.

D. Public Relations – Debs report was included in the Board's packets. The reports on posts are significantly reduced. Stacy said it is a marketing strategy because there were too many before. Domains for BlueSky and Meta Threads were discussed.

E. Planning Report – None

11. UNFINISHED BUSINESS – President McCarey was asked by a resident why there were not any

open gyms. There is limited time for it and there is no supervision available. There is only one court, and the availability is not consistent. Open gym at Lincolnway North is available.

12. COMMISSIONERS COMMENTS

Commissioner Barz said it was a well planned meeting last evening with the candidates for the Village. He said great job with the programs to Stacey and told Ed he was keeping the parks up. Commissioner Ruvoli offered his congratulations to Mike and Mark on being re-elected. He is looking forward to working with the rest of the Board and Staff. You make working enjoyable. All the staff's work shines through and is much appreciated. He thanked Gina for setting him up with Unique Computers, his issue is resolved. He told Stacy congratulations for getting the Power Play Grant for the 16th year. He asked Gina if there were any specific bullet points to bring up with his HOA.

Commissioner Ponton agreed with all that Commissioner Ruvoli said. He congratulated Mike and Tom on the election. He thanked the staff for all they do and said it was a positive environment. He is looking forward to working with everyone for the next four years.

Commissioner Gentry said congratulations to the commissioners on the election. He addressed the social media posts as disheartening. He encouraged the staff not to view it that way. There are people out there that have agendas that are anti-government, and staff should not take their opinions to heart. You all do a lot without a lot of resources. Despite where it was posted, there was a lot of positive support. The Board appreciates what you all do.

13. EXECUTIVE SESSION - None

14. ADJOURNMENT — President McCarey asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of April 8, 2025 at 8:16 p.m.

Commissioner Ponton so moved, and Commissioner Gentry seconded the motion. Hearing no objections, all present voted Aye. Motion passed by a voice vote at 8:16 pm.

Respectfully submitted,

Mary T. Strand
Board Minutes Secretary