

**SPECIAL COMMITTEE MEETING MINUTES**  
**TUESDAY, APRIL 22, 2025**  
**FRANKFORT, IL – FOUNDERS COMMUNITY CENTER**  
**7:00 p.m.**

- I. Call Committee to Order – President McCarey called the meeting to order at 7:00 p.m.  
Attendance: Commissioners Ruvoli, Barz, McCarey, Gentry, and Ponton; Executive Director, Gina Hassett; Regina Ross-Ellison, Superintendent of Finance; and Mary Strand, Recording Secretary.  
Absent:  
Guest: Tazio Kubbs
- II. Pledge of Allegiance
- III. Public Comment – Resident Tazio Kubbs said he has young children, and his family uses the parks. He is attending because he is interested to see how the meetings work and understanding how the District is run.
- IV. FY 25/26 Budget
  - A. Budget Presentation – A draft copy of the budget was in the Board’s Committee Packets. Gina stated that staff has prepared a conservative budget. Revenues are primarily received from local Property Taxes through the annual levy and from Recreation Program Fees. Additional funding is collected from grants and developer fees. Expenses include maintaining and operating 285 acres of park land and three facilities. Also included in expenses are salaries to operate the District. She went over the Fund Balance History, the Summary, Corporate Fund, Non-Governmental (Special) Fund and Recreation Fund, Projected Fund Balance at the end FY 24/25 and Compensation Costs. Commissioners asked questions and Gina and Regina clarified and made corrections. The projects for the fund expenses were discussed. No new playgrounds are in the budget for 2025/26. The Football Practice Field Light Poles were discussed to include the Falcons Football organization in cost sharing. Mr. Kubbs asked if the salaries for Pre-School and Prairie Care were included in the expenses. Gina explained full-time staff salaries are not included. Discussion of going out to bid for Health Insurance was held. Suggestions of changes to the draft should be sent to Gina before the May Regular Meeting.
  - B. Fund Transfers – Staff recommends a fund transfer be completed in May of 2025 to zero out the Fund Balances in the Audit, Debt and Recreation Fund. This will also reduce the corporate funds, reducing

the risk for tax objections for high fund balances. The DCEO grant in the new fiscal year will be applied to the Capital fund, so no transfer is needed. Discussion of transfers to balance out funds was discussed.

- V. Facility & Property Update –
  - A. Indoor Recreation Center
    - i. Open House - An Open House is scheduled for May 28th at 6:30. A save-the-date will go out to the residents and be sent to the commissioners so they may help to promote it.
  - B. Fort Frankfort – One of the suppliers notified FPD that a piece of equipment that was ordered will be sent by the end of April and Columbia Cascade is trying to schedule a May delivery for the pieces they are responsible for.
  - C. Operation Playground – The organization has made a \$30,000 donation but did not earmark it for a particular part of the Fort Frankfort project. Gina discussed using some of it to honor Phil Simmons. Naming the shelter for him was suggested. Commissioner Barz was approached by the Historical Society to perhaps going in with FPD to honor Phil. Discussion was held.
  - D. Five Oaks Park – The attorney has informed Gina that she is still in negotiations with the HOA but is not making progress. April 30<sup>th</sup> is the court date.
- VI. Recreation – Stacy worked very hard on the budget. The commissioners were asked to discuss with her the need to take time off and not put in so many hours. She is very dedicated and all the time she puts in is appreciated.
- VII. Election –
  - A. Results – At the May Board meeting, swearing in of the re-elected commissioners will take place.
  - B. Board Positions – Electing Board positions will be on the May agenda.
- VIII. Miscellaneous –
  - A. Copier Lease – The lease is expiring. Regina supplied a proposal from 3 companies for a B&W and Color Copier at the Founders Center, Puent Building and services for 5 desktop printers. The staff recommend Xerox Business Solutions based on the cost effectiveness. The approval will be on the May agenda. Discussion was held.
  - B. Commissioner Ruvoli expressed his thanks to Regina, Gina and the rest of the staff for all their hard work on the budget.

- C. Hamstra Roofing, a frequent sponsor of events, has donated a doghouse to be raffled off to raise money for Operation Playground. It will be located in front of the Founders Center.
  - D. The Referendum workshop will take place Thursday morning and Commissioner Barz and Gina will attend.
  - E. Next week is Parks Day at the Capital on Tuesday with a legislative reception at night. A legislative workshop will be held on Wednesday. Chicago Public School teachers will also be there on Tuesday.
  - F. Mr. Kubbs said he is interested in the bond structure, cost sensitivity to inflation and how the estimates for the Recreation Center were developed.
- IX. Executive Session – None
- X. Adjournment – With nothing further to discuss, President McCarey asked for a motion to end the Committee Meeting. ***Commissioner Gentry so moved, and Commissioner Barz seconded the motion. Motion passed by a voice vote at 8:26 p.m.***

Respectfully submitted,

Mary T. Strand  
Board Minutes Secretary