FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS MEETING
TUESDAY DECEMBER 9, 2025
140 OAK STREET, FRANKFORT, IL 60423

MINUTES

1. CALL TO ORDER

President McCarey called the meeting to order at 7:11 p.m.

2. ROLL CALL

PRESENT Commissioner Ponton
Commissioner McCarey
Commissioner Gentry
Commissioner Barz
Commissioner Ruvoli

ABSENT None

ALSO PRESENT Gina Hassett, Executive Director; Stacy Proper, Supt. Recreation; Regina Ross-Ellison, Business Manager; Edward Newton, Supt. Building and Grounds; 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 Regular Board Meeting Minutes of November 11, 2025**
B. **Approval of the Executive Session Minutes of November 11, 2025**

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

Aye: (4) Commissioners Gentry, Ponton, Barz, McCarey
Nay: (0)
Abstain: (1) Ruvoli
Absent: (0)

Motion approved

6. Finance Report- APPROVAL OF BILLS (financial reports attached) – President McCarey asked for a motion to approve the November30, 2024, Accounts Payable and Payroll in the amount of $324,205.62 which may include travel and lodging expenses. Regina gave an overview of the list of bills and highlighted several of the larger payments. Commissioner Ponton inquired about the negative amount for Town Center Checking 1. It was an adjustment made by the auditors. Commissioner Ruvoli asked for clarification on several bills and revenue. Staff explained all. Discussion of Developer contributions was discussed and Gina will look into one of the developments.

Commissioner Ponton made a motion to approve November 30, 2025, Accounts Payable in the amount of $324,205.62 as presented and Commissioner Ruvoli seconded the motion. A roll call vote was taken.

Aye: (5) Commissioners Gentry, Barz, Ruvoli, Ponton, McCarey
Nay: (0)
Abstain: (0)
Absent: (0)

Motion approved

7. CITIZENS COMMENTS AND/OR CORRESPONDENCE – None

8. PRESIDENT'S REPORT
PUBLIC HEARING

A. Truth in Taxation 2025 Tax Levy Ordinance - President McCarey asked for a motion to open the Public Hearing. The annual ordinance and resolution were presented. Gina stated that even though the levy is for and additional 5%, it is not increasing taxes. It will enable FPD to capture taxes from any additional buildings constructed.

Commissioner Ruvoli made a motion to open the Public Hearing at 7:24 p.m. and Commissioner Barz seconded the motion. A roll call vote was taken.

Aye: (5) Commissioners Gentry, Barz, Ruvoli, Ponton, McCarey
Nay: (0)
Abstain: (0)
Absent: (0)

Motion approved

President McCarey asked if there were any questions or comments in the audience. No one was present in the audience. He asked for a motion to end the Public Hearing.

Commissioner Ruvoli made a motion to close the Public Hearing at 7:25 p.m. and Commissioner Ponton seconded the motion. A roll call vote was taken.

Aye: (5) Commissioners Gentry, Barz, Ruvoli, Ponton, McCarey
Nay: (0)
Abstain: (0)
Absent: (0)

Motion approved

- President McCarey said Merry Christmas and Happy New Year.
- He also said he would start attending the Village Board meetings again. He has met with some of the Trustees over the weekend.

9. EXECUTIVE DIRECTOR REPORT –

A. Approve Ordinance 25-12 for the 2025 Tax Levy - President McCarey asked for a motion.

Commissioner Gentry made a motion to approve Ordinance 25-12 for the 2025 Tax Levy and Commissioner Gentry seconded the motion. A roll call vote was taken.

Aye: (5) Commissioners Gentry, Barz, Ruvoli, Ponton, McCarey
Nay: (0)
Abstain: (0)
Absent: (0)

Motion approved

B. Approve Resolution 25-12 to instruct County Clerk on Apportion of 2025 Tax Levy – President McCarey asked for a motion.

Commissioner Gentry made a motion to approve Resolution 25 -12 and Commissioner Ruvoli seconded the motion. A roll call vote was taken.

Aye: (5) Commissioners Barz, Ruvoli, Gentry, Ponton, McCarey
Nay: (0)
Abstain: (0)
Absent: (0)

Motion approved

C. Approval of Certificates of Deposit – The current 4.18% CD's will mature on 12/27/2025 and reinvestment or allocation of funds, require Board action. The current 9-month rate is 4.10%, but the bank has agreed to honor it for the two 13-month CD's. Staff recommends the Board approve the 4.10% rate. President McCarey asked for a motion. Commissioner Gentry asked if staff would look into the difference of a Money Market Rate versus the CD rate.

Commissioner Ponton made a motion to approve and Commissioner Gentry seconded the motion. A roll call vote was taken.

Aye: (5) Commissioners Gentry, Barz, Ruvoli, Ponton, McCarey
Nay: (0)
Abstain: (0)
Absent: (0)

Motion approved

- Website Redesign – Staff has received the first draft of the site layout and provided feedback. It should be finished by May, 2026. Gina will share the draft with the Board.
- Rec Center – Gina suggested that the Board go into Executive Session at the end of this meeting to discuss real estate.
- Employee Recognition and Holiday Party – It will be held January 9th and Gina said one employee is celebrating their 5 year service.
- Meeting – Gina has not scheduled a Committee meeting for the end of December but would if the Board wants one.
- IAPD/IPRA Conference- It will be held January 29-31.
- SSPRPA – the legislative breakfast will be held February 11th.

10. COMMITTEE REPORTS

A. Special Recreation – None

B. Building and Grounds Report – Ed's report was included in the Board's packets.
   - Ed said the staff was at 100% and they have been dealing with snow lately.
   - Staff will be clearing brush and trimming trees as the weather allows.
   - The bathroom floors in the Puent Building were repaired and cleaned by a contractor during the Thanksgiving break.
   - There is no delivery date on the new truck. Discussion of vehicle availability was held.
   - The recharging stations accounts will be set up and a tutorial will need to be done. The rebates have already been received. Stations are still behind the fencing.
   - Discussion of alternative methods for snow and ice melting was discussed.

C. The Recreation Report – Stacey's report was included in the Board's packets.
   - Brochure – The Winter/Spring Brochure will be available online next week. Registration will begin January 6th.
   - Health Fair – It was held November 14th with Riverside Healthcare. Staff will meet with the organization after the first of the year to discuss another health fair and how to offer additional services and attract more attendees. Feedback that was received was positive.
   - Flag Football – The Indoor Flag Football will end December 13th. The season has gone well.
   - Youth Basketball – They are in practice mode now and games start after the first of the year. There are 200 participants.

- Holiday events – The past weekend held the Santa Photos & Workshop and Polar Express. Employee Sue's husband stood in for Santa.
- Pre-School – Staff is getting ready for registration for next year.
- Branson Trip – Stacy attended the trip and all enjoyed it.

a. Community Outreach – Julie's report was included in the packets. Julie said that events have a lot of repeat sponsors.
- Sponsorships for all the leagues have been contracted. Juile is working on this year's thank you to the sponsors.

D. Public Relations – Debs report was included in the Board's packets. She has included the Digital Media report.
E. Planning Report – None

11. UNFINISHED BUSINESS – Commissioner Barz asked about the discussion that was held at the last meeting regarding the Historical Society request that FPD partner with them. Discussion was held. It will be revisited in the future.

12. COMMISSIONERS COMMENTS
Commissioner Gentry said thanks for all you do. He appreciates everything staff does. Commissioner Ponton told the staff thanks for everything they do and enjoy the holidays Commissioner Ruvoli asked for an update on the revenue from the Pours for Parks. Gina will send an update to the commissioners. He thanked Regina for all the work she did on the Audit. He said Merry Christmas and Happy New Year. He will be attending the Puzzle Mania event on Friday. Commissioner Barz expressed his appreciation to all that voiced their support and concerns for his health, and he is grateful to be back. He told staff to enjoy their families while having a great Christmas and Happy & Healthy New Year.

13. EXECUTIVE SESSION – ***President McCarey asked for a motion to enter 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 litigation5 ILCS120/2(2)(c)(1); and finances. Commissioner Gentry so moved and Commissioner Ruvoli seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote at 7:56 p.m.***

14. OPEN SESSION - With nothing further to discuss, President McCarey asked for a motion to end the Executive Session and return to the Open Session of the Committee Meeting. ***Commissioner Barz so moved, and Commissioner Ruvoli seconded the motion. Motion passed by a voice vote at 8:14 p.m.***

15. ADJOURNMENT –– President McCarey asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of December 9, 2025 at 8:15 p.m. ***Commissioner Gentry so moved, and Commissioner Ponton seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote at p.m.***

Respectfully submitted,

Mary T. Strand
Board Minutes Secretary