FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS MEETING
TUESDAY JUNE 9, 2026
140 OAK STREET, FRANKFORT, IL 60423

MINUTES

1. CALL TO ORDER

President McCarey called the meeting to order at 6:30 p.m.

2. ROLL CALL

PRESENT Commissioner McCarey
Commissioner Gentry
Commissioner Ruvoli

ABSENT Commissioner Ponton, Commissioner Barz

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. President McCarey asked for a motion to approve the Consent Agenda.

A. **Approval of the Regular Board Meeting Minutes of May 31, 2026**

Commissioner Gentry made a motion to approve the Consent Agenda as presented and Commissioner Ruvoli seconded the motion. A roll call vote was taken.

Aye: (3) Commissioners Gentry, Ruvoli, McCarey
Nay: (0)
Abstain: (0)
Absent: (2) Ponton, Barz

Motion approved

6. Finance Report- APPROVAL OF BILLS (financial reports attached) – President McCarey asked for a motion to approve the May 31, 2026, Accounts Payable and Payroll in the amount of $376,105.68 which may include travel and lodging expenses. Regina gave an overview of the list of bills and highlighted several of the larger payments. She noted the additional list of Developers' Tax Contributions. Capital Expenditures are $93,623.07 and non-Capital expenditures are $173,912.60. Commissioner Ruvoli said there was a $250 discrepancy on the refund list total and Regina pointed out where it was listed.

Commissioner Ruvoli made a motion to approve May 31, 2026 Accounts Payable in the amount of $376,105.68 as presented and Commissioner Gentry seconded the motion. A roll call vote was taken.

Aye: (3) Commissioners Gentry, Ruvoli, McCarey
Nay: (0)
Abstain: (0)
Absent: (2) Ponton, Barz,

Motion approved

7. CITIZENS COMMENTS AND/OR CORRESPONDENCE – None

8. PRESIDENT'S REPORT
   - President McCarey said the LWSRA Golf Outing was on Friday June 12, 2026 and the theme was Hawaiian.
   - He told the staff that he would attend the Short Run on a Long Day.

9. EXECUTIVE DIRECTOR REPORT –
   - Gina told the Board that the renovated Fort Frankfort opened on May 26th with a lot of positive feedback. She listed a few small kinks and concerns one being the height of the top deck. Ed's staff is monitoring and cleaning daily. The arch for the entrance had to be redesigned due to the placement of the commemorative plate on the front columns. Gina is working on a letter to request reimbursement for the change orders. Discussion was held
   - Staff have submitted budgets and grant paperwork to the grant administrator for the new DCEO Grants. The budgets have been accepted, and staff is waiting for the grant agreement. In the new state budget Senator Hastings has secured an additional $2.5 million for finishing Commissioner's Park with the items that were not able to be included in the first phase and also for a turf field for Main Park. Gina asked if some of the funds could be used for the Founders Center repairs. Discussion was held.
   - Dog Park relocation bid requests have been sent out and the formal submissions are due back June 24th.
   - Gina and staff have been communicating with Village of Frankfort staff working through easement access to the path to be installed along Locust Street at Main Park as well as the path along Laraway at the South end of Commissioner's Park. The additional lights for pickle ball should be included.
   - Commissioner Ruvoli noted that the DCEO Grant money has been finalized and wanted to know if there will be a press release. Gina said that there are QR codes directing residents to the website that lists the changes. He visited Fort Frankfort and received a lot of positive feedback. They all love the surface material.

10. COMMITTEE REPORTS
    A. Special Recreation – Gina noted that last month's meeting for LWSRA discussed the upcoming 50th Anniversary Sneaker Ball.

    B. Building and Grounds Report – Ed's report was included in the Board's packets.
       - During the end of May the department pushed to get everything finished at Commissioners Park so it could open to the public. They are trying to establish a plan of action to keep the park clean now that there is an increase in the public's attendance.
       - Staff is cleaning up the Ga-Ga ball court and re-staining it. The crew is also replacing signs.
       - The splash pad opened June 26th and some repairs were required before it's opening for the season.
       - Work is completed to replace the blower fan at the Founders Center. The AC is working well and no longer is vibrating.
       - There has been a lot of training of the newer employees. The controlled burns could not be done due to the Spring weather.

    C. The Recreation Report – Stacey's report was included in the Board's packets.
       - Summer Registration – Registration has been very busy with trips and camp filling up fast.

- Kristin held an open house for summer day camp and they were well attended. Camp is held for 8 weeks.
- The Fall brochure is in the planning stages. Instructors have been contacted and programs are being planned. The PR coordinator will receive the draft of it on June 12 and it will be finalized in the coming weeks. It will be sent to the printer at the end of July.
- The Frankfort Community Showcase was held on May 31st and Frankfort Park District hosted a booth. Staff connected with attendees, shared information about our programs and welcomed visitors with swag. The Dance Troupe also performed three routines on stage.
- The Spring Soccer League ended May 16th. Staff will review the feedback from coaches and families and share with Chicagoland United to identify any improvements for the Fall League.
- The Splash Pad is going well with the warm weather and is very well attended. Staffing is being evaluated to accommodate the increase of attendees.

a. Community Outreach – Julie's report was included in the packets. Julie is working on the Short Run and Pours for Parks. A report has been produced by See My Legacy.

D. Public Relations – Debs report was included in the Board's packets. She has included the Digital Media report. Commissioner Ruvoli questioned the high number of engagements. It was due to Fort Frankfort opening. He said congrats on the marketing.

E. Planning Report – None

11. UNFINISHED BUSINESS – Gina noted that there was an article regarding Risky Play saying that is how kids learn. It was a timely article that could apply to Fort Frankfort. She also commented on the Frankfort Fire District distribution of a proposed ask to be considered in a referendum.

12. COMMISSIONERS COMMENTS –

Commissioner Gentry said thank you to the staff for challenging Spring weather. He appreciates the quick changes to accommodate the work flow. He suggested answering some questions from the public about the District's amenities but not necessarily on the comments. Stacy said she will talk to Deb about it.

Commissioner Ruvoli said congratulations on the completion of Fort Frankfort. The comments are extremely positive. It's a great draw for the baseball kids. He thank Ed and Gina for reviewing Heritage Knolls issues. Ed and Gina confirmed that the company mowing is very responsive and Tyler is managing them. He also confirmed he would be volunteering for the Short Run. He commented that it was a great job on the Community Showcase and thanked staff for volunteering their time for it on a Sunday. Discussion of 5 Oaks was held. They will meet going forward at the Founders Center. Operation Plalyground will be managing parking for Fall Fest. He asked if the group would have input on the new park. We might not give them part of the Dog Park revenue. Thank you for all the hard work on Spring necessities in the park and let the staff know we appreciate them. He thanked Regina for all she does with the financials, they are looking good.

Commissioner McCarey said congratulations to Gina Hassett on her work anniversary, and all echoed it. He wanted to know how the car chargers are being utilized. Gina said they are not being used to much but there needs to be signage and marketing done to let people know they are up and running.

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 Ruvoli so moved and Commissioner Gentry seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote at 7:16 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***

Gentry so moved, and Commissioner Ruvoli seconded the motion. Motion passed by a voice vote at 7:47 p.m.

15. ADJOURNMENT –– President McCarey asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of June 9, 2026, at 7:48 p.m.
Commissioner Gentry so moved, and Commissioner Ruvoli seconded the motion. Hearing no objections, all present voted Aye. Motion passed by a voice vote at 7:48 p.m.

Respectfully submitted,

Mary T. Strand
Board Minutes Secretary