**FRANKFORT PARK DISTRICT**



**SPECIAL COMMITTEE MEETING MINUTES**

**TUESDAY, NOVEMBER 28, 2023**

**FRANKFORT, IL – FOUNDERS COMMUNITY CENTER**

**7:30 p.m.**

1. Call Committee to Order – President McCarey called the meeting to order at 7:30 p.m.

Attendance: Commissioners Ruvoli, McCarey, Ponton, and Barz ; Executive Director, Gina Hassett; and Mary Strand, Recording Secretary.

Absent: Gentry

1. Administration
2. Personnel – Gina is reviewing the job description for the recently vacated Business Manager position which included H R as well. It has not been posted yet. In the interim she has hired a temp for paying bills, salaries and balancing the ledgers. She is also evaluating if an accounting firm would be better and is getting quotes.
3. Board Meetings – A copy of the proposed dates for the FPD Regular & Committee Meetings was in the packets. The commissioners will review and it will be on the December Regular Meeting Agenda.
4. Closed meeting Minutes – The Executive Meeting Minutes review will be on the December Agenda.
5. Park Management
6. Mowing of Parks - Staff proposes to handle like 2023
7. Spring Weed Application – Staff recommends to continue as 2023 so as not to lose the benefits that have been gained with treatments.
8. Illinois Rescue Funds – DECO Grant
9. Fort Frankfort – Gina received the paperwork to fill out for prepayments and will open a separate bank account for when the funds are received.
10. Founders Gym –
11. Facility & Property Update
12. Founders Center
13. Gym Truss Status - The Village engineer will conduct an inspection of the truss repairs as soon as December 1st. Staff has asked the contractor to leave his one lift in place so that the inspector can use it. The scaffold has been removed. The question of what to do to the roof was addressed by the current contractor with a proposal for 2 options. One of the options is over $25,000 so must go out to bid. Staff is hoping to have use of the gym by January 10th for basketball. Ed has proposed to do the work with the maintenance crew. There is no permit for restoration and staff is not sure it is needed. Restoration might be required to grant occupancy. To finish the ceiling would cost too much. Commissioner Ruvoli says there needs to be a balance of useful & presentable. If occupancy is granted without the ceiling being repaired, it could be budgeted in the 24/25 budget. Discussion of needing a referendum to finance the gym was held. The bleachers need repairs and extensive cleaning needs to be done.
14. Roof Issues – The roof in the offices has been leaking for a long time. Staff is worried about mold. It will cost approximately $20,000 and hopefully be able to fix in the spring.
15. Five Oaks Park – Gina has heard nothing from FPD’s attorney since the last meeting. The HOA meeting is on December 6th and she will attend with Tom Barz.
16. Windy Hill – Nothing new to report.
17. Laraway Road Property – road expansion – Gina and Ed attended a meeting with the Village and Will County. The representatives from the Will County IDOT proposed using the park parcel at Laraway and LaGrange Road for water runoff ie; a detention pond. The map provided showed that IDOT wanted to use so much of the park parcel that it would make the land unusable. Gina would not sign off on it and suggested that IDOT use the alternate site across Lagrange Road. Discussion was held.
18. Affiliate Agreements – Gina is working on them.
19. Referendum – Gina needs to look at the cut off dates to file. She will send them to the commissioners. There is a lot of work to be done if a referendum is sought. We need a tax rate increase and a bond issue. There is no ready project to present for it. We need a tax rate increase so we have more money to operate. We need to increase our non-referendum debt. Discussion was held.
20. Executive Session - None
21. ADJOURNMENT – Special Committee Meeting at 8:25 p.m.

***Commissioner McCarey made a motion to adjourn, and Commissioner Barz seconded the motion.*** ***Hearing no objections all present voted Aye at 8:25 p.m.***

Respectfully submitted,

Mary T. Strand Board Minutes Secretary