

SUGAR GROVE PARK DISTRICT

VIRTUAL MEETING

Repede Center
61 S. Main Street
Sugar Grove, IL 60554

July 18, 2022
6:00p.m.

BOARD MEETING MINUTES

1. Call to Order

Meeting was called to order by President Eby at 6:01pm.

Roll Call was taken:

Virtually Present: Physically Present:

Present: Present:

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Absent:

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Board Member:

President Dawn Wrona Eby

Commissioner Steven Becker

Commissioner Sean Carmody

Commissioner Jesse Kinsland

Commissioner Chris Walker

Staff:

Executive Director Scott Nadeau

2. Public and Guests

N/A

3. Consent Agenda with Roll Call Vote

Commissioner Kinsland made a motion to approve the consent agenda which includes the following: Minutes from June 13, 2022 meeting. June 2022 Treasurer's Report and Disbursements totaling \$7,366.40. Commissioner Becker seconded.

Roll call vote was taken:

President Wrona Eby Aye

Commissioner Becker Aye

Commissioner Carmody Aye

Commissioner Kinsland Aye

Commissioner Walker Absent

Motion passed 4-0, 1 absent

5. Staff Reports for May 2022

President Eby requested Director Nadeau's opinion about staff productivity and workload. Nadeau commented that he saw some opportunities for more programming, but that it came naturally from his fresh perspective being new to the organization. He also commented that the staff are doing well, that they can do more, but no one is sub-par in their performance.

Commissioner Kinsland commented that he wishes to commend the staff for working with Waubensee for future partnerships.

6. Action Items

A. Approve and Accept Resolution #22-03 – FNBO Credit Card Agreement

Director Nadeau commented that he had reviewed the Credit Card Agreement.

Commissioner Carmody made a motion to approve the resolution #22-03 FNBO Credit Card Agreement. Commissioner Becker seconded.

Roll call vote was taken:

President Wrona Eby	Aye
Commissioner Becker	Aye
Commissioner Carmody	Aye
Commissioner Kinsland	Aye
Commissioner Walker	Absent

Motion passed 4-0, 1 absent

B. Staff Recruitment – Entry Rates

Director Nadeau commented that the park district is having trouble hiring staff for the CARE program. And that the care program is a significant portion of the program revenue budget. Discussion continued about raising the entry level part time hourly staff rate. Considerations were made to recognize that staff at all levels would be paid competitively relative to any entry level increase, including current part time hourly as well as current full time salary staff. Commissioner Kinsland asked the board members whether we developed a cost recovery plan as part of the 2020 Minimum Wage Salary Increase Plan. President Eby indicated that we had discussed but did not formally develop a plan. Director Nadeau mentioned that the decision by staff earlier in the year was not to increase fees. President Eby commented that it was within Director Nadeau's discretion to make the rate changes. She also commented that the recommendation to raise the entry level rates and raise current staff rates up was within the budget parameters.

A general vote was taken to approve Scott's plan to move the part time hourly staff forward on the pay scale road map into 2024 rates. Meaning that the new entry level pay for part time hourly staff will become \$14.00 per hour while making accommodations to raise current staff rates higher to recognize their previous service working for the district: Motion passed 4-0, 1 absent

7. Other Business Items

A. **Windstone HOA Parks Update** - Commissioner Becker commented on the initiatives that the HOA plans to take in maintaining their property. He communicated to the HOA that the park district may not be able to take on the property if there is a lock on the gate keeping non-HOA patrons out and that they may not have thoroughly considered the situation. Commissioner Kinsland commented that the situation is similar to the Hannaford property that was discussed in the past. Discussion continued about the park district's potential future use of the property and how that likely does not line up with the HOA's wishes. Commissioner Kinsland commented that no one from the HOA has formally approached the district about this topic and it may be best that we wait for that moment to discuss further.

B. **Town Center Committee Update** - Director Nadeau commented that he had met Village President Konen and that he discussed with her some conceptual ideas about the Town Center. President Eby commented that the committee is still scheduling a meeting and that she had nothing new to report.

C. **Master Plan** - Director Nadeau commented that he had a meeting with PRI. And that the master plan should be complete in 6 to 8 weeks.

D. **Repede Center Roof** - Director Nadeau commented that the condition of the roof and the leak does not put us in an emergency repair situation. And that we have time to build a good plan for a publicly bid project. President Eby asked if we needed PRI to assist with the roof plan. Director Nadeau commented that he could manage building the scope of work with out PRI but that he would need the assistance of the corporate attorney to button up the contract and that he also would use a third party to host the virtual plan room where bidders can access the bid documents for the project. Commissioner Becker commented that he was in support of going through without PRI's help for the roof project. Commissioner Kinsland commented that he is also ok with that but that we should consider the new director's workload and maintaining a relationship with PRI for other projects going forward could be important. Director Nadeau agreed with Commissioner Kinsland and commented that he would prefer to maintain the relationship with PRI for projects that require a design and for the master plan process. Discussion continued about the new director reaching out to the former director and discussing strategies for dealing with the roof project. Director Nadeau agreed to report back at the August meeting with more information.

E. **Black Walnut Grant** - Director Nadeau commented during the Repede Center Roof discussion that the OSLAD Grant for the Black Walnut project was denied because of the Quit Claim Deed that the district holds for that park. He mentioned that the district and PRI is in discussion with IDNR to see if the grant could be reconsidered based on the deed situation being a minor technicality. He continued that if the grant could not be reconsidered for the current year, then it would be resubmitted for the next grant cycle and that the park district could focus on smaller projects such as playground replacements. Commissioner Kinsland commented that we should find out if any other properties were transferred to the district with quit claim deeds. Director Nadeau confirmed that all properties other than the sports complex had the same type of quit

claim deeds and that all should be fixed especially for properties where a future grant project could be developed. President Eby asked if this type of deficiency is something that PRI should have caught ahead of the grant submittal. Director Nadeau commented that PRI agreed to try to work with IDNR for the grant to be accepted for the current year and that their efforts there would not be charged to the park district.

F. **Playgrounds** - President Eby commented, after the roof discussion, that she had encouraged the new director to look at the playgrounds and get started replacing old equipment in the parks. Director Nadeau commented that he could manage replacing one playground every year. Commissioner Kinsland commented that he agreed and wanted the district to get started. He continued to mention that Kids Around the World could help our budget by removing the equipment for us. Director Nadeau briefly described his process for playground replacement.

G. **Corn Boil Parade** - Commissioner Carmody commented that he would be available to ride in the parade for the Corn Boil.

H. **Bike Parade and 5K** - Director Nadeau presented the changes that had been made to the bike parade route and the 5K location. He continued to report that these changes were made at the request of the chief of police. He also commented that staff member Mayerle deserved the most credit because he redesigned both plans in time for the district to successfully implement each event.

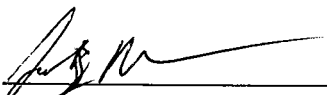
H. **New Director** - Commissioner Kinsland commented that he planned to visit the staff and see if the new director needed assistance getting his feet planted. Director Nadeau commented that he felt very happy in his new surroundings and believes he is off to a good start with staff introductions and expectations.

I. **Request to reschedule August 8 board meeting to August 15** - President Eby commented that August 8th was not good for her. Commissioner Becker commented that August 8th was also not good for him. Discussion continued about moving the date to August 15th. Board reached a consensus to host the next meeting on August 15th as an in-person meeting at the Prairie Building.

8. Adjournment

Commissioner Becker made a motion to adjourn. Commissioner Kinsland seconded. Vote 4-0, 1 absent. Motion carried. President Eby adjourned the meeting at 7:20pm.

Respectfully submitted,



Scott Nadeau, Board Secretary

8/15/2022
Date