

**Sandwich Park District
1001 N Latham Street
Sandwich, IL 60548
Board Retreat Minutes
Saturday, April 29, 2023
8:30 a.m.**

The Board of Commissioners of the Sandwich Park District met for their Board Retreat meeting on Saturday, April 29, 2023 at 8:30 a.m.

PRESENT: Board Members: Shaun Legge, Bill Clemons, Dan Hoyt, John Fincham, and Diane Scents (arrived at 9:07 a.m.)

Absent: Roberta Troeger

Staff present: Executive Director, Bill Novicki and Board Secretary/Treasurer, Angela Seville

PUBLIC COMMENT: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

1. CAPITAL PLAN

Maintenance Vehicles: Discussion regarding the replacement of the older Chevy Express van with a pick-up truck. The van is used in the summer time frequently. Quotes will be obtained and will need verification of the state matching program. Will also look at various state auction sites as well. Would prefer a ¾ ton truck that could haul the trailers. Board members felt a realistic price point could be up to \$50,000.00 to be updated on the capital plan.

Lawn Mowers: Discussion regarding the replacement of the 1600 John Deere mower. Will look at options for trade in and obtain quotes for different mowers, such as a zero turn, or even leasing options. Will check with staff for feed back regarding the various mower types. Add the replacement of John Deere 1600 mower to the capital plan with an estimated cost of \$65,000.00.

Patriots Park, Knights Park and Henderson Park Playground Equipment: At this time the playground equipment at these three parks need to be evaluated for replacement as some of the slides have become cracked. The priority would be for replacement at Knights Park, Patriots Park then Henderson Park. The average cost of similar equipment would be between \$46,000.00 and \$50,000.00 just for the equipment not including installation. The swing sets would not need to be replaced at this time. The replacement at Patriots will have a time line for the next bonding period and an update to the estimated cost on the capital plan will be increased to \$75,000.00. Will need to obtain quotes from various companies with similar equipment. May also look into hosting a community day for demo/set up of the equipment.

Henderson Park Plan: Discussed the need to upgrade the basketball court at Henderson Park to make sure it is safe and useable and will look into what options are available and obtain quotes. Will also look at including an ADA sidewalk and parking space to be completed at the same time.

Bleachers at Memorial Park: Discussed the replacement of the bleachers at Memorial Park. Will need to verify the current size of the concrete pad to determine appropriate bleacher size.

Looking at the purchase of one four row bleacher per field and may replace one or two per year. May need to add a concrete pad to the fields that only have the pad behind home plate. Have had discussions with SBA as they have indicated interest to cover half of the cost of the bleacher replacement. Depending on the total cost, the expense could be paid from the Corporate Fund and not Capital Fund.

Members suggested having a Capital Development Committee meeting to discuss additional areas of concern in more detail. A meeting is planned to take place in July prior to the monthly board meeting.

A motion was made by Diane Scents and seconded by Bill Clemons to approve the changes discussed to the Capital Plan dated 03/02/2016.

ROLL CALL VOTE:

Shaun Legge, aye Bill Clemons, aye Diane Scents, aye Dan Hoyt, aye
John Fincham, aye
5 ayes, 0 nays

MOTION CARRIED

2. FACILITIES/PARKS

Dog Park: The contract is completed and work should begin soon. Discussed the rules and regulations for the Dog Park. Many area districts do not have ordinances in place but have rules in place for their dog park. The current Park Usage and Recreation Ordinance will be updated to include the Dog Park and will be presented for approval at the May meeting. Discussed rules such as registration with fee-based dog tags to enter park and vaccination requirements. Will continue to evaluate if the registration renewal will be calendar year or based on vaccination dates. To remain current the registrant would need to show proof of vaccinations before being able to re-register. Discussed having a short-term pass for visitors. Discussed naming of the Dog Park and type of signage. A similar wooden sign is suggested to match the other park signs.

Park Expansions: Discussed the possibility of expansion to the following parks; Milestone, Memorial and Harvey Creek, if the option were to become available. Ideal areas would be the acreage around the current skate park at Milestone Park, acreage south of the library at Memorial Park and acreage west of Harvey Creek Park. Will look into availability of these areas and possible grants.

Commissioner, Dan Hoyt left the meeting at 11:00 a.m.

3. STAFFING

Current Staffing:

Executive Session: A motion was made by Diane Scents and seconded by Bill Clemons at 11:10 a.m. to enter into Executive Session 5 ILCS 120/2(c)(1) for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against and employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity.

3. BOARD

New Board Members: Discussed the available positions on the board, as there have been a couple candidates interested in becoming a board member.

There being no further business, a motion was made by Diane Scents and seconded by John Fincham to adjourn the meeting at 12:01 p.m.

4 ayes, 0 nays

MOTION CARRIED

Shaun Legge, President

Angela Seville, Board Secretary