



# BOARD REPORT

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES

**FROM:** SCOTT KOEPPPEL, VILLAGE ADMINISTRATOR

**SUBJECT:** DISCUSSION: PROFESSIONAL SERVICES AGREEMENT WITH MATT ANASTASIA

**AGENDA:** 9/16/2025

**DATE:** 9/10/2025

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## ISSUE

Shall the Village of Sugar Grove enter into a professional services agreement with Matt Anastasia?

## DISCUSSION

Matt Anastasia, the Village's Finance Director's last day with the Village of Sugar Grove is October 3, 2025. The Finance Director position is currently being posted, but recruitment and hiring can take up to three months. Having the ability to access Matt's expertise will improve the transition to a new director. In addition, there are several tasks including the audit, tax levy, and budget that occur annually.

### Next Steps

1. Village Attorney will draft an agreement.
2. Staff will present the agreement for approval on October 7<sup>th</sup>.

## COST

There is no cost for the discussion. The recommended amount for the professional services agreement is \$95 an hour.

## ATTACHMENTS

None.

## RECOMMENDATION

Staff recommends the Village Board discuss the potential agreement.