

KENDALL COUNTY FOREST PRESERVE DISTRICT

MEETING AGENDA

TUESDAY, JULY 20, 2021

9:00 A.M.

KENDALL COUNTY OFFICE BUILDING - ROOMS 209 & 210

- I. Call to Order
- II. Pledge of Allegiance
- III. Invocation
- IV. Roll Call
- V. Approval of Agenda
- VI. Public Comments
- *CONSENT AGENDA**
- VII. Approval of Minutes
 - Kendall County Forest Preserve District Commission Meeting of June 15, 2021
 - Kendall County Forest Preserve District Finance Committee Meeting of June 24, 2021
- VIII. *Approval of Claims in the Amount of \$14,389.79
- IX. Approval of the Amended CY2021 Annual Meeting Schedule for the District's Board of Commissioners
- X. *Approval of a Natural Beginnings Early Learning Program Non-Refundable Registration Fee and Policy Change Requiring Payment of a \$150.00 Registration Fee, Plus 10% of the Annual Tuition Fee, which Additional Sum will be Credited to the Final Quarterly Payment of the Program Year, Becoming Effective in the 22-23 Program Year
- XI. *Approval of Fund 1900 Contingency Transfers in the Total Amount of \$615.92 from GL 190011 69790 to:
 - 1. GL 190011 62160 Equipment (\$228.02);
 - 2. GL 190011 68000 Liability Insurance (\$181.00);
 - 3. GL 19001191 51160 Salaries – PT (\$145.75);
 - 4. GL 19001181 63050 Employer Contributions (\$11.15); and
 - 5. GL 19001183 63040 Security Deposit Return (\$50.00)

OLD BUSINESS

No items posted for consideration

NEW BUSINESS

- XII. *No items posted for consideration*
- XIII. Public Comments
- XIV. Executive Session
- XV. Other Items of Business
- XVI. Adjournment

(Requires affirmative vote of the majority of those elected (6) for passage (KCFPD Rules of Order Section I.G.2.b.v.a)*

**KENDALL COUNTY FOREST PRESERVE DISTRICT
COMMISSION MEETING MINUTES
JUNE 15, 2021**

I. Call to Order

President Gilmour called the meeting to order at 9:53 am in the Kendall County Office Building - Second Floor Board Rooms 209 and 210.

II. Pledge of Allegiance

All present recited the Pledge of Allegiance at the start of the County Board.

III. Invocation

An invocation was offered by Commissioner Gengler at the start of the County Board meeting.

IV. Roll Call

X	Cesich	X	Gryder
X	DeBolt		Kellogg
X	Flowers	X	Koukol
X	Gengler	X	Rodriguez
X	Gilmour	X	Vickers

Roll call: Commissioners Cesich, DeBolt, Flowers, Gengler, Gryder, Koukol, Rodriguez, Vickers, and Gilmour were all present.

V. Approval of Agenda

Commissioner Cesich made a motion to approve the Commission meeting agenda as presented. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

VI. Public Comment

No public comments were offered from citizens in attendance.

CONSENT AGENDA

VII. Approval of Minutes

- Kendall County Forest Preserve District Finance Committee meeting of May 27, 2021
- Kendall County Forest Preserve District Commission meeting of June 1, 2021

VIII. Approval of Claims in the Amount of \$631,720.22

Commissioner DeBolt made a motion to approve the Consent Agenda. Seconded by Commissioner Gryder.

Motion: Commissioner DeBolt
Second: Commissioner Gryder

Roll call: Consent Agenda

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich	X		Gryder	X	
DeBolt	X		Kellogg		
Flowers	X		Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	

Motion unanimously approved.

Roll call: Commissioners Cesich, DeBolt, Flowers, Gengler, Gryder, Koukol, Rodriguez, Vickers, and Gilmour, aye. Opposed, none. Motion unanimously approved.

OLD BUSINESS

No items posted for consideration.

NEW BUSINESS

IX. ORDINANCE #06-21-003: Approval of an Ethics Policy for the Kendall County Forest Preserve District as Required by the State Officials and Employees Ethics Act (5-ILCS 430/)

Commissioner Cesich made a motion to approve Ordinance #06-21-003 – approval of an ethics policy for the Kendall County Forest Preserve District as required by the State Officials and Employees Ethics Act (5-ILCS 430/). Seconded by Commissioner Flowers.

Commissioner Cesich made a motion amending her original motion to approve Ordinance #06-21-003 to consider for approval that version of the ethics policy where the District’s and Kendall County’s Ethics Commission are one of the same. Seconded by Commissioner DeBolt.

Motion: Commissioner Flowers
Second: Commissioner DeBolt

Roll call: Motion Approving Amended Motion

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich	X		Gryder	X	
DeBolt	X		Kellogg		
Flowers	X		Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	

Motion carries by a vote of 9:0.

Commissioner Cesich made a motion to approve Ordinance #06-21-003 as amended. Seconded by Commissioner Flowers.

Motion: Commissioner Cesich
 Second: Commissioner Flowers
Roll call: Ordinance #06-21-003 as Amended (Kendall County Ethics Commission Serving as District's Ethics Commission)

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich	X		Gryder	X	
DeBolt	X		Kellogg		
Flowers	X		Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	

Motion carried by a vote of 9:0.

X. Approval of a 2-Year Fixed Price Purchase Contract for Propane Gas for Ellis House and Equestrian Center and Harris Forest Preserve from GRAINCO FS, INC. of Morris, Illinois for \$4,156.80 (3,200 Gallons at \$1.299 per Gallon) for each Contract Year

Commissioner Cesich made a motion to approve a 2-year fixed price purchase contract for propane gas for Ellis House and Equestrian Center and Harris Forest Preserve from GRAINCO FS, INC. of Morris, Illinois for \$4,156.80 (3,200 Gallons at \$1.299 per Gallon) for each contract year. Seconded by Commissioner Flowers.

Motion: Commissioner Cesich
 Second: Commissioner Flowers
Roll call: GRAINCO

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich	X		Gryder	X	
DeBolt	X		Kellogg		
Flowers	X		Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	

Motion unanimously approved.

Roll call: Commissioners Cesich, DeBolt, Flowers, Gengler, Gryder, Koukol, Rodriguez, Vickers, and Gilmour, aye. Opposed, none. Motion unanimously approved.

XI. Public Comments

No public comments were offered from citizens in attendance.

XII. Executive Session

None.

XIII. Other Items of Business

None.

XIV. Adjournment

Commissioner Gryder made a motion to adjourn. Seconded by Commissioner Cesich. Aye, all. Opposed, none. Meeting adjourned at 10:02 am.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District

**KENDALL COUNTY FOREST PRESERVE DISTRICT
FINANCE COMMITTEE MEETING MINUTES
JUNE 24, 2021**

I. Call to Order

Chairman Gengler called the meeting to order at 4:02 pm in the Kendall County Office Building, Rooms 209 and 210.

II. Roll Call

X	Cesich		Gryder
	DeBolt		Kellogg
	Flowers		Koukol
X	Gengler		Rodriguez
X	Gilmour	X	Vickers

Commissioners Cesich, Gilmour, Vickers, and Gengler were all present.

III. Approval of Agenda

Commissioner Cesich made a motion to approve the meeting agenda as presented. Seconded by Commissioner Vickers. Aye, all. Opposed, none.

IV. Public Comments

No public comments were offered from citizens present.

V. Motion to Forward Claims to Commission for Approval

Commissioner Cesich made a motion to forward claims in the amount of \$13,125.86 to Commission. Seconded by Commissioner Vickers. Aye, all. Opposed, none.

VI. Review of Financial Statements through May 31, 2021

Director Guritz presented a report on the financial statements through May 31, 2021. The Finance Committee noted a change in the starting fund balance, and requested follow-up with the Treasurer’s Office to determine why the starting balance had changed.

VII. Series 2021 Bond Purchase Agreement and Speer Financial Bond Award Report and Recommendations

Director Guritz presented the Series 2021 Bond Purchasing Agreement and Speer Financial bond award report and recommendations to Finance Committee.

VIII. KCFPD Operating Fund (Fund 1900) Fund Balance Policy Discussion and Recommendations

Commissioner Vickers made a motion to forward the KCFPD Operating Fund (Fund 1900) fund balance policy recommendations to the Committee of the Whole, including a recommendation

that the fund balance retention requirement be reduced from 37.7% to 30% of the District's total fiscal year expenditures. Seconded by Commissioner Cesich. Aye, all. Opposed, none.

IX. Other Items of Business

a) KCFPD Annual Meeting Calendar Change – Finance Committee Meetings – Time Change Only to 4:00 PM July 22, 2021 through the Remainder of CY21

b) ICRMT Refund of Overpayment

Director Guritz presented other items of business to the Finance Committee.

X. Public Comments

No public comments were offered from citizens in attendance.

XI. Executive Session

None.

XII. Adjournment

Commissioner Cesich made a motion to adjourn. Seconded by Commissioner Vickers. Aye, all. Opposed, none.

Meeting adjourned at 4:55 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District

Claims Listing

7/14/2021 9:36:45 AM

Department	Vendor #	Vendor Name	Invoice #	Invoice Description	GL Account	Description	Invoice Amount
Ellis Barn	267	CINTAS	0F94629368	Fire ext. inspection	19001161	62270 Utilities	\$71.21
	541	FIRST NATIONAL BANK OF OMAHA	48594891359735 83 7/2	FP - David Guritz - cc expenses	19001161	62270 Utilities	\$459.48
						Sub-Total	\$530.69
						Ellis Barn Total	\$530.69
Ellis Camps	541	FIRST NATIONAL BANK OF OMAHA	48594891361266 60 7/2	Ellis - Marshall Vick - CC expenses	19001163	63030 Program Supplies	\$61.06
						Sub-Total	\$61.06
						Ellis Camps Total	\$61.06
Ellis Grounds	51	SYNCB/AMAZON	16VCN6HL1TGM	Ellis Grounds Supplies	19001162	68580 Grounds and Maintenance	\$42.36
	199	BUSTED KNUCKLES LANDSCAPING	3257	powerlines Emergency Cleaning	19001162	68580 Grounds and Maintenance	\$525.00
	678	GRAINCO FS, INC.	78023136	Herbicide	19001162	68580 Grounds and Maintenance	\$160.08
	1060	JOHN DEERE FINANCIAL	1111341567 7/1/2021	Ellis grounds supplies	19001162	68580 Grounds and Maintenance	\$136.04
	1060	JOHN DEERE FINANCIAL	4111116381 6/27/21	Ellis grounds supplies	19001162	68580 Grounds and Maintenance	\$267.11
						Sub-Total	\$1,130.59
						Ellis Grounds Total	\$1,130.59

Ellis House	51	SYNCB/AMAZON	136T4GQ1D6L4	Ellis office supplies and horse supplies	19001160	62000	Office Supplies	\$54.00
	541	FIRST NATIONAL BANK OF OMAHA	48594891361266 60 7/2	Ellis - Marshall Vick - CC expenses	19001160	62000	Office Supplies	\$12.74
							Sub-Total	\$66.74
	267	CINTAS	0F94629368	Fire ext. inspection	19001160	62270	Utilities	\$71.20
							Sub-Total	\$71.20
	124	BARRETT'S ECOWATER	0010381 7/21	Ellis Water	19001160	68580	Grounds and Maintenance	\$25.00
	1323	MENARDS	18362	Ellis House Supplies	19001160	68580	Grounds and Maintenance	\$109.83
							Sub-Total	\$134.83
					Ellis House		Total	\$272.77
Ellis Riding Lessons	51	SYNCB/AMAZON	136T4GQ1D6L4	Ellis office supplies and horse supplies	19001164	63000	Animal Care & Supplies	\$75.98
							Sub-Total	\$75.98
	2057	MATTHEW CAVINESS	12021388	Ellis Vet Care	19001164	63020	Vet & Farrier	\$380.00
							Sub-Total	\$380.00
					Ellis Riding Lessons		Total	\$455.98
Ellis Sunrise Center	541	FIRST NATIONAL BANK OF OMAHA	48594891359735 83 7/2	FP - David Guritz - cc expenses	19001167	63000	Animal Care & Supplies	\$614.51

Ellis Sunrise Center	541	FIRST NATIONAL BANK OF OMAHA	48594891361266 60 7/2	Ellis - Marshall Vick - CC expenses	19001167 63000	Animal Care & Supplies	\$311.24
						Sub-Total	\$925.75
					Ellis Sunrise Center	Total	\$925.75
Ellis Weddings	3131	GROOT INC	7216409	refusal pick up groot	19001168 63070	Refuse Pickup	\$99.58
						Sub-Total	\$99.58
					Ellis Weddings	Total	\$99.58
Environ. Educ. Other Pblc Prg	3189	ANDREA HURT	6/15/21	Public Program Request	19001179 63040	Security Deposit Refund	\$90.00
						Sub-Total	\$90.00
					Environ. Educ. Other Pblc Prg	Total	\$90.00
Environmental Educ. Natrl Beg.	541	FIRST NATIONAL BANK OF OMAHA	48594865359735 83 7/2	NB - Stefanie Wiencke - cc expenses	19001178 63030	Program Supplies	\$66.48
	1060	JOHN DEERE FINANCIAL	1111329745 6/27/2021	FP Supplies	19001178 63030	Program Supplies	\$31.74
						Sub-Total	\$98.22
					Environmental Educ. Natrl Beg.	Total	\$98.22
Environmental Education Camps	541	FIRST NATIONAL BANK OF OMAHA	48594891359735 83 7/2	FP - David Guritz - cc expenses	19001177 63030	Program Supplies	\$18.00
	1060	JOHN DEERE FINANCIAL	1111329745 6/27/2021	FP Supplies	19001177 63030	Program Supplies	\$31.74

2153	JARED ANDERSON	6/30/21	Summer Camp Supplies	19001177	63030	Program Supplies	\$4.06
2170	ANTOINETTE MECIEJ	6/30/21	Summer Camp supplies	19001177	63030	Program Supplies	\$98.19
3008	AUSTIN LUETTICH	6/24/21	Shop and summer camp supplies	19001177	63030	Program Supplies	\$4.00
						Sub-Total	\$155.99
3186	JOAN CLOUS	6/27/21	Summer Camp Refund	19001177	63040	Security Deposit Refund	\$185.00
						Sub-Total	\$185.00
						Total	\$340.99
						Environmental Education Camps	
51	SYNCB/AMAZON	19WKFGNYJX1G	office supplies	190011	62000	Office Supplies	\$329.00
51	SYNCB/AMAZON	1FJ4-CFHH-PR3G	Nat'l Resources shop supplies/ uniforms	190011	62000	Office Supplies	\$199.98
541	FIRST NATIONAL BANK OF OMAHA	48594891359735 83 7/2	FP - David Guritz - cc expenses	190011	62000	Office Supplies	\$139.35
1192	KONICA MINOLTA	9007849861F	Konica Monthly clicks last one	190011	62000	Office Supplies	\$42.55
						Sub-Total	\$710.88
2047	COMED	0927007163 7/21	Electricity - Richard Young	190011	63510	Electric	\$25.08
2047	COMED	1123166102	Electricity - Jay Woods	190011	63510	Electric	\$24.38
2047	COMED	5514710005 7/21	Electricity - Harris Arena	190011	63510	Electric	\$26.54
2047	COMED	5514711002 7/21	Electricity - Harris	190011	63510	Electric	\$107.49

Environmental Education Camps

Forest Preserve Director

Forest Preserve Director									Sub-Total	\$183.49
1877	WALDEN'S LOCK SERVICE	6-25-21	Gates for Pickerill	190711	66500			Miscellaneous Expense		\$496.68
								Sub-Total		\$496.68
1665	SHAW MEDIA	52110085118	Website posting	190011	68430			Marketing / Publicity		\$59.99
								Sub-Total		\$59.99
3193	ARCHITECTURAL BRONZE AND ALUMINUM CORPORATION	18282	Bronze Plaque	190011	68500			Project Fund Expenses		\$710.00
								Sub-Total		\$710.00
				Forest Preserve Director				Total		\$2,161.04
Grounds and Natural Resources										
413	DEKANE EQUIPMENT CORP	RA47832	Kubota repair	19001183	62160			Equipment		\$1,808.78
1060	JOHN DEERE FINANCIAL	1111329745 6/27/2021	FP Supplies	19001183	62160			Equipment		\$79.04
								Sub-Total		\$1,887.82
506	ELBURN NAPA, INC.	448-287428 288754	Harris shop supplies	19001183	62180			Gasoline / Fuel / Oil		\$43.84
1153	KENDALL CO HIGHWAY DEPT	07/2021	grounds gas/diesel	19001183	62180			Gasoline / Fuel / Oil		\$595.00
								Sub-Total		\$638.84
51	SYNCB/AMAZON	1FJ4-CFHH-PR3G	Nat'l Resources shop supplies/ uniforms	19001183	62400			Uniforms / Clothing		\$15.99
1471	OFFWORLD DESIGNS	20121427 7/21	Uniforms	19001183	62400			Uniforms / Clothing		\$136.80

Grounds and Natural Resources

1655	SERVICE SANITATION, INC	50-493234 7/21	portable washrooms	19001183 63070	Refuse Pickup	\$292.00	
3131	GROOT INC	7216409	refusal pick up groot	19001183 63070	Refuse Pickup	\$776.03	
					Sub-Total	\$1,068.03	
51	SYNCB/AMAZON	1FJ4-CFHH-PR3G	Nat'l Resources shop supplies/ uniforms	19001183 63110	Shop Supplies	\$74.17	
51	SYNCB/AMAZON	1KVRXXYP6CQQ	Harris and Hoover supplies	19001183 63110	Shop Supplies	\$3.99	
506	ELBURN NAPA, INC.	448-287428 288754	Harris shop supplies	19001183 63110	Shop Supplies	\$20.13	
1060	JOHN DEERE FINANCIAL	1111329745 6/27/2021	FP Supplies	19001183 63110	Shop Supplies	\$29.94	
1323	MENARDS	18462	Grounds Shop supplies	19001183 63110	Shop Supplies	\$12.86	
1820	UNIQUE PRODUCTS & SERVICE	414418	hygiene products	19001183 63110	Shop Supplies	\$380.41	
3008	AUSTIN LUETTICH	6/24/21	Shop and summer camp supplies	19001183 63110	Shop Supplies	\$26.64	
					Sub-Total	\$548.14	
1849	VERIZON	9882256770	Verizon Cell phones	19001183 63540	Telephones	\$1.57	
2225	AIR WANS WIRELESS BROADBAND	168372	Ellis Internet	19001183 63540	Telephones	\$828.00	
					Sub-Total	\$829.57	
Grounds and Natural Resources						Total	\$5,125.19

Hoover

893	IL ENVIRONMENTAL PROTECTION AGENCY	ILG551014 7/21	Sewage	19001171	62270	Utilities	\$500.00
						Sub-Total	\$500.00
3187	DENISE KENYON	6/15/21	Security Deposit Return Meadowhawk Lodge	19001171	63040	Security Deposit Refund	\$105.00
3188	KATHLEEN HOLM	6/15/21	Security deposit return Meadowhawk Lodge	19001171	63040	Security Deposit Refund	\$255.00
3190	EMILY ROOP	7/6/21	Summer Camp Refund	19001171	63040	Security Deposit Refund	\$145.00
3197	MARK BENSTINE	6-25-2021	Security Deposit Return for Meadow Hawk	19001171	63040	Security Deposit Refund	\$195.00
						Sub-Total	\$700.00
2047	COMED	0756081017	Electricity Hoover Bathroom	19001171	63100	Electric	\$144.86
2047	COMED	0793673015 7/21	Electricity Hoover Multiple	19001171	63100	Electric	\$768.39
2047	COMED	1938021081 07/21	Electricity - Hoover house	19001171	63100	Electric	\$72.28
						Sub-Total	\$985.53
1060	JOHN DEERE FINANCIAL	1111329745 6/27/2021	FP Supplies	19001171	63110	Shop Supplies	\$13.98
1820	UNIQUE PRODUCTS & SERVICE	414418	hygiene products	19001171	63110	Shop Supplies	\$380.42
						Sub-Total	\$394.40

Hoover	51	SYNCB/AMAZON	1KVRXYXP6CQQ	Harris and Hoover supplies	19001171	63120	Building Maintenance	\$27.99
	1152	KENDALL PLUMBING & HEATING	21032234	Hoover AC maintenance	19001171	63120	Building Maintenance	\$394.00
							Sub-Total	\$421.99
	1060	JOHN DEERE FINANCIAL	1111329745 6/27/2021	FP Supplies	19001171	68580	Grounds and Maintenance	\$69.20
							Sub-Total	\$69.20
						Hoover	Total	\$3,071.12
Pickerill - Pigott	2047	COMED	5514228011 7/21	Electricity Pickerill	19001184	63100	Electric	\$26.81
							Sub-Total	\$26.81
					Pickerill - Pigott		Total	\$26.81
							Grand Total	\$14,389.79

Approved by the KCFPD Board of Commissioners

11/17/2020

Proposed Amendment: 2/16/2021 Meeting Location Change

Proposed Amendment: 7/20/2021 Finance Committee Time Change
 All meetings of the Kendall County Forest Preserve District Board of Commissioners and Committee meetings will be held in the Kendall County Historic Courthouse - 110 W. Madison Street Yorkville IL 60560 - 3RD Floor Court Room due to Kendall County Admin. Building Renovations through February 15, 2021.

Beginning February 16, 2021, all meetings of the Kendall County Forest Preserve District Board of Commissioners and Committee meetings will be held in the Kendall County Board Room located at 111 W. Fox Street - Second Floor Board Room - Yorkville, IL 60560

The regular meeting dates for Kendall County Forest Preserve District Commission meetings are the first and third Tuesdays of each calendar month.

5-Jan-21	6:00 PM	6-Jul-21	6:00 PM
19-Jan-21	9:00 AM	20-Jul-21	9:00 AM
2-Feb-21	6:00 PM	3-Aug-21	6:00 PM
16-Feb-21	9:00 AM	17-Aug-21	9:00 AM
2-Mar-21	6:00 PM	7-Sep-21	6:00 PM
16-Mar-21	9:00 AM	21-Sep-21	9:00 AM
6-Apr-21	6:00 PM	5-Oct-21	6:00 PM
20-Apr-21	9:00 AM	19-Oct-21	9:00 AM
4-May-21	6:00 PM	2-Nov-21	6:00 PM
18-May-21	9:00 AM	16-Nov-21	9:00 AM
1-Jun-21	6:00 PM	7-Dec-21	6:00 PM
15-Jun-21	9:00 AM	21-Dec-21	9:00 AM

The regular meeting date for the Kendall County Forest Preserve District Committee of the Whole meeting is the first Tuesday following the first Commission meeting of each calendar month.

12-Jan-21	4:30 PM	13-Jul-21	4:30 PM
9-Feb-21	4:30 PM	10-Aug-21	4:30 PM
9-Mar-21	4:30 PM	14-Sep-21	4:30 PM
13-Apr-21	4:30 PM	12-Oct-21	4:30 PM
11-May-21	4:30 PM	9-Nov-21	4:30 PM
8-Jun-21	4:30 PM	14-Dec-21	4:30 PM

The regular meeting date for the Kendall County Forest Preserve District Finance Committee meetings are the first Thursday in the week following the second Commission meeting.

28-Jan-21	6:00 PM	29-Jul-21	4:00 PM
25-Feb-21	6:00 PM	26-Aug-21	4:00 PM
25-Mar-21	6:00 PM	30-Sep-21	4:00 PM
29-Apr-21	6:00 PM	28-Oct-21	4:00 PM
27-May-21	6:00 PM		
24-Jun-21	6:00 PM	30-Dec-21	4:00 PM

Thanksgiving Day Holiday - No Meeting

The regular meeting date for the Kendall County Forest Preserve District Operations Committee is the first Wednesday of each calendar month.

6-Jan-21	6:00 PM	7-Jul-21	6:00 PM
3-Feb-21	6:00 PM	4-Aug-21	6:00 PM
3-Mar-21	6:00 PM	1-Sep-21	6:00 PM
7-Apr-21	6:00 PM	16-Oct-21	6:00 PM
5-May-21	6:00 PM	3-Nov-21	6:00 PM
2-Jun-21	6:00 PM		No Meeting

Kendall County Forest Preserve District 2021 Holiday Schedule		
New Year's Day	Friday	1-Jan-21
Martin Luther King, Jr. Day	Monday	18-Jan-21
Lincoln's Birthday	Friday	12-Feb-21
Washington's Birthday	Monday	15-Feb-21
Spring Holiday	Friday	2-Apr-21
Memorial Day	Monday	31-May-21
Independence Day	Monday	5-Jul-21
Labor Day	Monday	6-Sep-21
Columbus Day (Observed)	Monday	11-Oct-21
Veteran's Day	Thursday	11-Nov-21
Thanksgiving Day	Thursday	25-Nov-21
Day Following Thanksgiving Day	Friday	26-Nov-21
Christmas Day	Friday	24-Dec-21

Proposed New Finance Committee Meeting Regular Meeting Time

To: Kendall County Forest Preserve District Board of Commissioners
From: Stefanie Wiencke, Special Projects and Natural Beginnings Early Learning Program Manager
RE: Natural Beginnings Registration Fee and Non-Refundable Deposit Policy
Date: July 20, 2021

An updated registration fee policy was proposed and discussed during the July 2021 Operating Committee and Committee of the Whole meetings to address the issue of parents withdrawing students from the program. Parents have been withdrawing students just prior to the scheduled due date for the first quarterly payment, and during the school year in reaction to the District's implementation of CDC-IDPH COVID-19 prevention guidelines and program modifications.

While the District was able to fill the openings as these were generated, mid-year recruitment and registration efforts required a significant amount of staff time to help insure the District stayed on track with the FY20 budget.

In order to deter similar budget impacts in the future, the District proposes the following change to the registration fee structure

Current: Registration Fee (non-refundable): \$150.00

Proposed: Registration fee (non-refundable): \$150.00, plus 10% of the annual tuition fee (non-refundable), with the calculated amount credited to the student's final quarterly payment of the program year.

Effective Date: January 1, 2022 for the Fall 2022- Spring 2023 Program Year

Recommendation:

Consider a motion to approve the Consent Agenda to approve the proposed policy as presented.

To: Kendall County Forest Preserve District Board of Commissioners
 From: David Guritz, Executive Director
 RE: Approval of FY21 Contingency Fund Transfers
 Date: 20-Jul-21

FY21 Budgeted Contingency Funding Available			Notes
190011	69790	Contingency	\$11,500.00

Expenditures Over Appropriations

190011	62160	Equipment	-\$228.02	Miscoded
190011	68000	Liability Insurance	-\$181.00	ICRMT overpayment of \$7,424 (refund received)
19001181	51160	Salaries - Part Time	-\$145.75	Cost Center: Environmental Ed. - Other
19001181	63050	Employer Contr.	-\$11.15	Cost Center: Environmental Ed. - Other
19001183	63040	Security Deposit	-\$50.00	Shelter reservation refund

Sub-Total -\$615.92

Contingency Remaining \$10,884.08

Recommendation:

Approve the proposed contingency fund transfers as presented in the Consent Agenda.