

**KENDALL COUNTY FOREST PRESERVE DISTRICT  
OPERATIONS COMMITTEE MEETING  
AGENDA**

**WEDNESDAY, NOVEMBER 2, 2022  
6:00 P.M.**

**KENDALL COUNTY OFFICE BUILDING – ROOMS 209 AND 210, YORKVILLE IL 60560**

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Public Comments
- V. Review of Financial Statements and Cost Center Reports through September 30, 2022
- VI. MOTION: Approval to Forward the KCFPD Employee Handbook to the Committee of the Whole
- VII. MOTION: Approval to Forward the KCFPD Annual Meeting Calendar and Holiday Schedule to the Committee of the Whole
- VIII. Grounds and Natural Resources Reports
- IX. Environmental Education Reports
- X. Other Items of Business
  - A. 2023 Community Events Discussion
    - I. Fox River Bluffs Forest Preserve Opening
    - II. Pickerill Estate House Opening
    - III. Discussion: Other Event(s) / Fundraiser(s)
- XI. Public Comments
- XII. Executive Session
- XIII. Adjournment

Kendall County Office Building - Rooms 209 and 210 - 111 W. Fox Street - Yorkville, Illinois 60560

If special accommodations or arrangements are needed to attend this District meeting, please contact the Administration Office at 630-553-4025 a minimum of 24-hours prior to the meeting time.

Kendall County Forest Preserve  
Income Statement  
For Period Ended 10/31/2022

11 Month Budget Percent = 91.6%

**FOREST PRESERVES & PROGRAMS**

	Current Year FY22		Prior Year FY21		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
<b>Beginning Balance</b>	\$	<b>470,609</b>	\$	<b>171,805</b>	\$	<b>298,803</b>
<b>Revenue</b>						
Revenue - Administration	63.7%	783,939	967,815	959,774	-179,811	-19%
Revenue - Ellis House & Equestrian Center	12.9%	159,168	133,540	164,628	-31,089	-19%
Revenue - Hoover FP	4.5%	55,218	73,230	45,475	27,755	61%
Revenue - Env. Education	16.4%	201,570	217,546	176,849	40,697	23%
Revenue - Natural Area Volunteers	0.0%	-	-	-	-	-
Revenue - Grounds & Natural Resources	2.5%	30,365	41,307	29,275	12,032	41%
Revenue - Pickerill Pigott FP	9.1%	750	-	5,230	-5,230	-100%
<b>Total Revenue</b>	100.0%	<b>1,231,010</b>	<b>1,245,586</b>	<b>1,381,231</b>	<b>(135,645)</b>	<b>-10%</b>
<b>Expenditure</b>						
Expenditure - Administration	31.1%	382,868	310,003	300,427	9,576	3%
Expenditure - Ellis House & Equestrian Center	15.6%	194,827	171,329	174,636	-3,307	-2%
Expenditure - Hoover FP	18.5%	227,320	192,412	187,137	5,275	3%
Expenditure - Env. Education	14.7%	180,703	149,152	155,563	-6,411	-4%
Expenditure - Natural Area Volunteers	0.0%	-	-	-	-	-
Expenditure - Grounds & Natural Resources	18.3%	237,039	210,870	181,153	29,718	16%
Expenditure - Pickerill Pigott FP	0.7%	8,255	6,259	3,990	2,270	57%
<b>Total Expenditure</b>	100.0%	<b>1,231,012</b>	<b>1,040,025</b>	<b>1,002,906</b>	<b>37,119</b>	<b>4%</b>
<b>ENDING BAL</b>	\$	<b>470,607</b>	\$	<b>676,169</b>	\$	<b>126,039</b>
<b>Surplus/(Deficit)</b>	\$	<b>(2)</b>	\$	<b>205,561</b>	\$	<b>(172,764)</b>

Kendall County Forest Preserve  
Income Statement  
For Period Ended 10/31/2022

11 Month Budget Percent = 91.6%

**FOREST PRESERVE CATEGORIES**

	Current Year FY22		Prior Year FY21		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
<b>Beginning Balance</b>						
<b>Revenue</b>						
Property Tax						
Interest Income						
Other Income						
Donations						
Rental Revenue						
Program Revenue						
Grants						
Farm License Revenue						
Security Deposits						
Credit Card Revenue						
Transfers In						
<b>Total Revenue</b>	<b>1,231,010</b>	<b>1,245,586</b>	<b>1,338,916</b>	<b>1,381,231</b>	<b>(135,645)</b>	<b>-10%</b>
<b>Expenditure</b>						
Personnel						
Benefits						
Contractual						
Commodities						
Other						
<b>Total Expenditure</b>	<b>1,231,012</b>	<b>1,040,025</b>	<b>1,143,602</b>	<b>1,002,906</b>	<b>37,119</b>	<b>4%</b>
<b>ENDING BAL</b>	<b>\$ 470,607</b>	<b>\$ 676,169</b>	<b>\$ 391,286</b>	<b>\$ 550,131</b>	<b>\$ 126,039</b>	<b>22.9%</b>
<b>Surplus/(Deficit)</b>	<b>\$ (2)</b>	<b>\$ 205,561</b>	<b>\$ 195,314</b>	<b>\$ 378,325</b>	<b>\$ (172,764)</b>	

Kendall County Forest Preserve  
Income Statement  
For Period Ended 10/31/2022

11 Month Budget Percent = 91.6%

**ADMINISTRATION**

	Current Year FY22		Prior Year FY21		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
<b>Revenue</b>						
Property Tax	660,740	657,738	640,646	631,191	26,546	4%
Interest Income	200	467	591	156	311	199%
Other Income	18,357	18,358	8,347	16,733	1,625	10%
Donations	5,000	3,432	5,500	-	3,432	3%
Farm License Revenue	96,682	96,682	95,379	93,848	2,833	
Security Deposit Revenue						
Credit Card Revenue	2,960	3,287	2,219	2,714	573	21%
Program Revenue						
Transfers In						
<b>Total Revenue</b>	<b>783,939</b>	<b>779,963</b>	<b>967,815</b>	<b>959,774</b>	<b>(179,811)</b>	<b>-19%</b>
	100.0%	99.5%	100.0%	100.0%		
<b>Expenditure</b>						
Personnel	178,452	154,258	186,241	157,757	-3,499	-2%
Benefits	140,509	107,106	116,279	105,687	1,419	1%
Contractual	33,504	32,798	24,091	23,727	9,071	38%
Commodities	16,200	13,143	19,306	13,256	-113	-1%
Other	14,203	2,697	11,500	-	2,697	
<b>Total Expenditure</b>	<b>382,868</b>	<b>310,003</b>	<b>357,417</b>	<b>300,427</b>	<b>9,576</b>	<b>3%</b>
	100.0%	81.0%	84.1%	84.1%		
<b>Surplus/(Deficit)</b>	<b>\$ 401,071</b>	<b>\$ 469,960</b>	<b>\$ 610,398</b>	<b>\$ 659,347</b>		

Kendall County Forest Preserve  
Income Statement  
For Period Ended 10/31/2022

11 Month Budget Percent = 91.6%

**ELLIS HOUSE & EQUESTRIAN CENTER**

	Current Year FY22		Prior Year FY21		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
<b>Revenue</b>						
Donations	-	-	200	-	-200	0%
Security Deposit	12,500	4,200	9,600	13,500	-9,300	-69%
Credit Card Revenue	-	-	-	-	-	-
Program Revenue	146,668	129,340	130,022	151,128	-21,789	-14%
<b>Total Revenue</b>	<b>159,168</b>	<b>133,540</b>	<b>139,822</b>	<b>164,628</b>	<b>(31,089)</b>	<b>-19%</b>
<b>Expenditure</b>						
Personnel	112,992	109,797	154,135	110,035	-238	0%
Employee Benefits	13,490	12,487	15,885	13,470	-983	-7%
Contractual	10,500	8,068	11,200	5,467	2,601	48%
Commodities	34,745	24,875	26,790	23,974	901	4%
Other	23,100	16,102	20,400	21,690	-5,588	-26%
<b>Total Expenditure</b>	<b>194,827</b>	<b>171,329</b>	<b>228,410</b>	<b>174,636</b>	<b>(3,307)</b>	<b>-2%</b>
<b>Surplus/(Deficit)</b>	<b>\$ (35,659)</b>	<b>\$ (37,790)</b>	<b>\$ (88,588)</b>	<b>\$ (10,008)</b>		

Kendall County Forest Preserve  
Income Statement  
For Period Ended 10/31/2022

11 Month Budget Percent = 91.6%

**HOOVER FOREST PRESERVE**

**Revenue**

Donations  
Rental Revenue  
Security Deposit Rev  
Program Revenue  
**Total Revenue**

87.0%  
13.0%  
100.0%

**Expenditure**

Personnel  
Employee Benefits  
Contractual  
Commodities  
Other  
**Total Expenditure**

56.0%  
19.1%  
21.0%  
4.0%  
100.0%

**Surplus/(Deficit)**

	Current Year FY22		Prior Year FY21		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Donations	-	-	28,414	39,469	25,410	64%
Rental Revenue	48,018	64,879	6,617	6,006	2,345	39%
Security Deposit Rev	7,200	8,352	-	-	-	-
Program Revenue	-	-	-	-	-	-
<b>Total Revenue</b>	<b>55,218</b>	<b>73,230</b>	<b>35,031</b>	<b>45,475</b>	<b>27,755</b>	<b>61%</b>
Personnel	127,330	106,684	119,066	106,595	89	0%
Employee Benefits	43,331	36,196	40,897	35,498	698	2%
Contractual	-	-	-	-	-	-
Commodities	47,659	41,141	37,300	34,334	6,807	20%
Other	9,000	8,391	6,617	10,710	-2,319	-22%
<b>Total Expenditure</b>	<b>227,320</b>	<b>192,412</b>	<b>203,880</b>	<b>187,137</b>	<b>5,275</b>	<b>3%</b>
<b>Surplus/(Deficit)</b>	<b>\$ (172,102)</b>	<b>\$ (119,182)</b>	<b>\$ (168,849)</b>	<b>\$ (141,663)</b>		

Kendall County Forest Preserve  
Income Statement  
For Period Ended 10/31/2022

11 Month Budget Percent = 91.6%

**ENVIRONMENTAL EDUCATION**

**Revenue**  
Donations  
Security Deposit  
Credit Card Revenue  
Program Revenue  
**Total Revenue**

**Expenditure**  
Personnel  
Employee Benefits  
Contractual  
Commodities  
Other  
**Total Expenditure**  
**Surplus/(Deficit)**

	Current Year FY22		Prior Year FY21		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
	1.4%	2,900	1,300	-	2,016	
		2,016	-	-		
	98.6%	198,670	160,547	176,849	38,681	22%
	100.0%	<b>201,570</b>	<b>217,546</b>	<b>176,849</b>	<b>40,697</b>	<b>23%</b>
		108.5%	110.2%			
		<b>107.9%</b>	<b>109.3%</b>			
	82.1%	148,423	151,585	130,936	-2,496	-2%
	11.1%	20,060	19,057	17,962	-3,327	-19%
		14,635	-	-		
	3.1%	5,520	3,150	2,770	393	14%
	3.7%	6,700	6,700	3,895	-982	-25%
	100.0%	<b>180,703</b>	<b>180,492</b>	<b>155,563</b>	<b>(6,411)</b>	<b>-4%</b>
		<b>149,152</b>				
		<b>\$ 20,867</b>	<b>\$ (18,645)</b>	<b>\$ 21,286</b>		
		<b>\$ 68,394</b>				





Kendall County Forest Preserve  
Income Statement  
For Period Ended 10/31/2022

11 Month Budget Percent = 91.6%

**PICKERILL PIGOTT FP**

**Revenue**  
Donations  
Other Income  
Rental Revenue  
Security Deposit  
**Total Revenue**  
**Expenditure**  
Personnel  
Employee Benefits  
Contractual  
Commodities  
Other  
**Total Expenditure**  
**Surplus/(Deficit)**

	Current Year FY22		Prior Year FY21		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
100.0%	-	-	-	-		
	-	-	-	-		
100.0%	750	-	5,230	5,230	-5,230	-100%
	-	-	-	-		
100.0%	<b>750</b>	<b>-</b>	<b>5,230</b>	<b>5,230</b>	<b>(5,230)</b>	<b>-100%</b>
	-	-	-	-		
	-	-	-	-		
100.0%	8,255	6,259	7,450	3,990	2,270	57%
	-	-	-	-		
100.0%	<b>8,255</b>	<b>6,259</b>	<b>7,450</b>	<b>3,990</b>	<b>2,270</b>	<b>57%</b>
	<b>\$ (7,505)</b>	<b>\$ (6,259)</b>	<b>\$ (2,220)</b>	<b>\$ 1,240</b>	<b>2,270</b>	<b>57%</b>

**KCFPD Draft:**

**Section 4.8      CALL IN PROCEDURES**

Unless otherwise expressly stated in an applicable union contract, when an employee is absent from a normally scheduled workday or overtime assignment, the employee must call, text, or email their immediate supervisor and report their absence as far in advance as possible and, at a minimum, **at least one (1) hour prior to the start of their work shift** or otherwise required by the employee's supervisor (or as soon as possible in case of a bona fide emergency). When the employee calls in to report their absence, the employee should provide the following information:

**Current Handbook:**

**Section 4.8      CALL IN PROCEDURES**

Unless otherwise expressly stated in an applicable union contract, when an employee is absent from a normally scheduled workday or overtime assignment, the employee must call, text, or email their immediate supervisor and report their absence as far in advance as possible and, at a minimum, **at least one (1) hour prior to the start of their work shift** (or as soon as possible in case of a bona fide emergency). When the employee calls in to report their absence, the employee should provide the following information:

**KCFPD Draft:**

**Section 7.3      HOLIDAY PAY**

Full-time and part-time employees may be eligible for holiday pay. Temporary employees, seasonal employees, interns, and volunteers are not eligible for holiday pay.

To be eligible for time off with holiday pay, the holiday must fall on the employee's regularly scheduled workday.

**Current Handbook:**

**Section 7.3      HOLIDAY PAY**

Full-time and part-time employees who are budgeted to work a minimum of twenty (20) hours per workweek may be eligible for holiday pay. Temporary employees, seasonal employees, interns, and volunteers are not eligible for holiday pay.

To be eligible for time off with holiday pay, the holiday must fall on the employee's regularly scheduled workday. Also, an eligible employee must work the last scheduled

workday before the holiday and the first scheduled workday after holiday, in order to be compensated for the holiday, unless absence on either or both days is pre-approved by their Executive.

**KCFPD Draft:**

**Section 7.5 COMPENSATORY TIME**

Nonexempt employees earn compensatory time at straight time for over time over 37.5 and under 40 hours a week, or rate of one and one half (1 ½) hours for every hour of overtime worked for time over 40 hours a week. An eligible employee may not accumulate more than eighty (80) hours of compensatory time. If an employee earns a compensatory time balance in excess of eighty (80) hours, said overtime must be paid in cash payment and cannot be banked as compensatory time. Compensatory time must be taken within the fiscal year it is earned except that up to twenty (20) hours may be carried over from year to year. Upon mutual written agreement of the employee and the Executive, the County may buy out the accumulated compensatory time of each employee and render the cash payment equivalent to the employee.

**Current Handbook:**

**Section 7.5 COMPENSATORY TIME**

Nonexempt employees earn compensatory time at the rate of one and one half (1 ½) hours for every hour of overtime worked. An eligible employee may not earn or accumulate more than forty (40) hours of compensatory time during a fiscal year. If an employee accumulates overtime in excess of forty (40) hours, said overtime must be paid in cash payment and cannot be banked as compensatory time. Compensatory time must be taken within the fiscal year it is earned except that up to twenty (20) hours may be carried over from year to year. Upon mutual written agreement of the employee and the Executive, the County may buy out the accumulated compensatory time of each employee and render the cash payment equivalent to the employee.

**KCFPD Draft:**

**Section 7.6 FLEXTIME POLICY**

All exempt employees are expected to be at work during their regularly scheduled work hours unless approval is granted for discretionary flextime on a given workday. Flextime is an arrangement that, if approved (in their sole discretion) by the applicable Executive, allows an employee to alter the starting and/or end time of their workday; however, the employee still works the same number of scheduled hours in a work week as they would under their regular work schedule. For example, if an employee's regular work day schedule is 8:00 a.m. to 4:30 p.m., a flextime arrangement for that work week could be 7:00 a.m. to 1:00 p.m. day then 9:00 am to 7:00 p.m. the following.

Only full-time exempt employees who have successfully completed their probationary period may be eligible for flextime pursuant to this policy. Flextime for the employee should not negatively affect the workload or productivity of coworkers either by shifting burdens or creating delays and additional steps in the workflow. Also, flextime is not intended to be nor shall it result in a permanent change in the employee's regular work schedule. The requested flextime should not require the Employer to incur additional overtime expense, if such request were granted by the Employer.

The employee's Executive has the sole discretion to approve or deny the use of flextime in their department/office. Flextime may not be appropriate for all positions, or in all office settings, or for all employees. When evaluating a request for flextime, the Executive may consider factors including, but not limited to the following: applicable union contract requirements; the reason for the requested flextime arrangement; staffing needs; office space considerations; business needs and hours of operation; health and safety issues; the employee's job duties; the employee's work record and ability to timely and accurately complete assigned tasks; the operational needs of the department/office; the employee's ability to return to a standard work schedule when needed; and any other factors deemed relevant by the Executive.

Flextime is not intended to be a permanent change to an employee's regularly scheduled work hours. An approved flextime arrangement may be suspended or cancelled at any time. Exempt employees must depart from any flextime arrangement to perform their jobs. Non-exempt employees may be asked to work overtime regardless of a flextime schedule. If approved for flextime, the employee may be required to alternate their work hours to attend to operational needs, as requested by the immediate supervisor and/or department head/elected official. Also, there may be times when the employee would be required to work or travel outside of scheduled flextime work hours. Pre-approved flextime hours may not be carried over to another work week – the employee must work their full work week.

#### **Current Handbook:**

#### **Section 7.6 FLEXTIME POLICY**

All employees are expected to be at work during their regularly scheduled work hours unless approval is granted for discretionary flextime on a given workday. Flextime is a temporary arrangement that, if approved (in their sole discretion) by the applicable Executive, allows an employee to alter the starting and/or end time of their workday; however, the employee still works the same number of scheduled hours in a workday as they would under their regular work schedule. For example, if an employee's regular work day schedule is 8:00 a.m. to 4:30 p.m., a flextime arrangement for that workday could be 7:00 a.m. to 3:30 p.m., or 9:00 a.m. to 5:30 p.m.

Only full-time employees who have successfully completed their probationary period may be eligible for flextime pursuant to this policy. Flextime for the employee should not

negatively affect the workload or productivity of coworkers either by shifting burdens or creating delays and additional steps in the workflow. Also, flextime is not intended to be nor shall it result in a permanent change in the employee's regular work schedule. The requested flextime should not require the Employer to incur additional overtime expense, if such request were granted by the Employer.

The employee's Executive has the sole discretion to approve or deny the use of flextime in their department/office. Flextime may not be appropriate for all positions, or in all office settings, or for all employees. When evaluating a request for flextime, the Executive may consider factors including, but not limited to the following: applicable union contract requirements; the reason for the requested flextime arrangement; staffing needs; office space considerations; business needs and hours of operation; health and safety issues; the employee's job duties; the employee's work record and ability to timely and accurately complete assigned tasks; the operational needs of the department/office; the employee's ability to return to a standard work schedule when needed; and any other factors deemed relevant by the Executive.

Flextime is not intended to be a permanent change to an employee's regularly scheduled work hours. An approved flextime arrangement may be suspended or cancelled at any time. Exempt employees must depart from any flextime schedule to perform their jobs. Non-exempt employees may be asked to work overtime regardless of a flextime schedule. If approved for flextime, the employee must be willing and able to alternate their work hours to attend to operational needs, as requested by the immediate supervisor and/or department head/elected official. Also, there may be times when the employee would be required to work or travel outside of scheduled flextime work hours. Pre-approved flextime hours may not be carried over to another work week – the employee must work their full work week.

The employee must first discuss their proposed flextime arrangement with their immediate supervisor and their Executive. If the employee's immediate supervisor and Executive are willing to consider a temporary flextime arrangement for their department/office, the employee should then submit a written request for flextime to their Executive at least one full business day in advance of the requested flextime day. An employee shall not utilize flextime unless pre-approved in writing by their Executive. All approved flextime schedules must address how breaks and meal periods will be handled. Rest/meal periods must be taken in accordance with all applicable state and federal laws and union contract requirements.

**KCFPD Draft:**

**D. MAXIMUM ACCUMULATION**

Employees will be allowed to accrue and carryover no more than 225 hours of accrued but unused vacation at any time, unless approved by the Executive to work down vacation time over the maximum within the four (4) months of the fiscal year. If the employee reaches the maximum cap of 225 hours of accrued but unused vacation time, the employee will not accrue any additional vacation time until they fall below the 225-hour cap again.

**Current Handbook:**

**D. MAXIMUM ACCUMULATION**

Employees will be allowed to accrue and carryover no more than 225 hours of accrued but unused vacation at any time. If the employee reaches the maximum cap of 225 hours of accrued but unused vacation time, the employee will not accrue any additional vacation time until they fall below the 225-hour cap again.

## **4.5 FLEXTIME**

**POLICY DATE:** October 18, 2011

**REVISED DATE:** September 15, 2015

### **POLICY:**

It is the policy of the Forest Preserve District of DuPage County to accommodate flextime for certain positions, when feasible, for the department and employee.

### **ELIGIBILITY:**

- All regular full-time and regular part-time employees who work in positions that can accommodate a flextime schedule

### **GUIDELINES:**

- A. All regular full-time employees are expected to work a forty (40) hour workweek or eighty (80) hours each pay period.
- B. All regular part-time employees are expected to work his/her scheduled hours in the workweek or pay period.
- C. Flextime schedules must be set and may not change without prior approval from the supervisor/manager and submitting a new Flextime Agreement form to Human Resources.
- D. Requests from employees for any type of change in the work schedule or work hours will be considered based on the workload and employee's position.
- E. Eligible regular full-time employees can elect the following flextime schedule:
  - Five (5) eight (8) hour days with flexible starting and leaving times.
  - Four (4) ten (10) hour days per week.
  - Four (4) nine (9) hour days and one (1) four (4) hour day per week.

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### **PROCEDURES:**

1. Employees electing to change the regular workday or workweek must submit an approved Flextime Agreement form to Human Resources.

2. Employees electing a compressed workweek must revert to the District's regular five (5) eight (8) hour days, during a holiday week.
3. Supervisors/managers are responsible to make sure that each office or operation has coverage during the normal business hours.
4. Employees found abusing flextime scheduling will be subject to immediate revocation of this benefit.



**DRAFT for OPERATIONS COMMITTEE REVIEW**

All meetings of the Kendall County Forest Preserve District Board of Commissioners and Committee meetings will be held in the Kendall County Administration Building - Kendall County Board Rooms 209 and 210 located at 111 W. Fox Street 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.

3-Jan-23	6:00 PM	5-Jul-23	6:00 PM	Independence Day, Holiday 7/4/23-Meeting moved to 7/5/23
17-Jan-23	9:00 AM	18-Jul-23	9:00 AM	
7-Feb-23	6:00 PM	1-Aug-23	6:00 PM	
21-Feb-23	9:00 AM	15-Aug-23	9:00 AM	
7-Mar-23	6:00 PM	5-Sep-23	6:00 PM	
21-Mar-23	9:00 AM	19-Sep-23	9:00 AM	
4-Apr-23	6:00 PM	3-Oct-23	6:00 PM	
18-Apr-23	9:00 AM	17-Oct-23	9:00 AM	
2-May-23	6:00 PM	7-Nov-23	6:00 PM	
16-May-23	9:00 AM	21-Nov-23	9:00 AM	
6-Jun-23	6:00 PM	5-Dec-23	6:00 PM	
20-Jun-23	9:00 AM	19-Dec-23	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.

10-Jan-23	4:30 PM	11-Jul-23	4:30 PM
14-Feb-23	4:30 PM	8-Aug-23	4:30 PM
14-Mar-23	4:30 PM	12-Sep-23	4:30 PM
11-Apr-23	4:30 PM	10-Oct-23	4:30 PM
9-May-23	4:30 PM	14-Nov-23	4:30 PM
13-Jun-23	4:30 PM	12-Dec-23	4:30 PM

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

26-Jan-23	4:00 PM	27-Jul-23	4:00 PM
2-Mar-23	4:00 PM	24-Aug-23	4:00 PM
30-Mar-23	4:00 PM	28-Sep-23	4:00 PM
27-Apr-23	4:00 PM	26-Oct-23	4:00 PM
25-May-23	4:00 PM	30-Nov-23	4:00 PM
29-Jun-23	4:00 PM	28-Dec-23	4:00 PM

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

4-Jan-23	6:00 PM	5-Jul-23	No Meeting due to Commission Meeting Scheduled
1-Feb-23	6:00 PM	2-Aug-23	6:00 PM
1-Mar-23	6:00 PM	6-Sep-23	6:00 PM
5-Apr-23	6:00 PM	4-Oct-23	6:00 PM
3-May-23	6:00 PM	1-Nov-23	6:00 PM
7-Jun-23	6:00 PM	6-Dec-23	6:00 PM

**Kendall County Forest Preserve District 2023 Holiday Schedule**

New Year's Day (Observed)	Monday	2-Jan-23
Martin Luther King, Jr. Day	Monday	16-Jan-23
Lincoln's Birthday	Monday	13-Feb-23
Washington's Birthday	Monday	20-Feb-23
Spring Holiday	Friday	7-Apr-23
Memorial Day	Monday	29-May-23
Juneteenth	Monday	19-Jun-23
Independence Day	Tuesday	4-Jul-23
Labor Day	Monday	4-Sep-23
Columbus Day	Monday	9-Oct-23
Veteran's Day	Friday	10-Nov-23
Thanksgiving Day	Thursday	23-Nov-23
Day Following Thanksgiving Day	Friday	24-Nov-23
Christmas Day	Monday	25-Dec-23

To: Kendall County Forest Preserve District Operations Committee

From: Antoinette White, Grounds and Natural Resources Division Supervisor

RE: Grounds Projects Summary

Date: November 2, 2022

This fall Grounds staff have been working to complete building maintenance projects (such as the Hoover ball field pavilion roof pictured below), assisting with the two construction projects, performing vehicle maintenance, and preparing burn breaks for the prescription burn season.

