
**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: SCOTT KOEPPPEL, VILLAGE ADMINISTRATOR
TRACEY CONTI ADMINISTRATIVE ASSISTANT & VILLAGE CLERK
SUBJECT: DISCUSSION: 2025 VILLAGE MEETING SCHEDULE OCTOBER 15,
AGENDA: 2024 REGULAR BOARD MEETING
DATE: OCTOBER 9, 2024

ISSUE

Should the Village Board discuss the meeting schedule for the Board, Plan Commission, Board of Police Commissioners and Police Pension Board for calendar year 2025.

DISCUSSION

Village Board meetings are set by Village Code, 1-8-2, which states that all Regular Board Meetings shall be held at 6:00 p.m. on the first and third Tuesday. The statute requires the schedule to be reviewed, approved, posted, and sent to all news publications that request a copy. The statute further allows for the dates and place of any meeting to be amended and allows for special and emergency meetings to be convened upon publication of an agenda. The Board of Police Commissioners and the Plan Commission meetings are held monthly and the commissions set the meeting day. Both meet on the third Wednesday of each month at 6:00 p.m. and 7:00 p.m., respectively. The Police Pension Board meets quarterly on the third Friday at 8:00 a.m.

In 2024, the Board decided to cancel three meetings from the calendar due to their proximity to holidays and the summer schedule of Kaneland schools. The meetings scheduled for the first week of January and July, as well as the second week of August, were eliminated from the schedule.

For 2025, staff is asking for direction on the board meetings scheduled for April 1, 2025, which is election day, and August 5, 2025, the Kaneland School summer schedule. There are no conflicts with any other scheduled meetings.

COST

There is no cost to discuss the calendar.

RECOMMENDATION

The Board discusses the 2025 Village Meeting Calendar and directs staff as to the 2025 meeting dates.



2025 Meeting Calendar

Village Board Meetings

1st and 3rd Tuesday of Every Month at 6:00 p.m.

Police Commission Meetings

3rd Wednesday of Every Month at 6:00 p.m.

Plan Commission/ZBA Meetings

3rd Wednesday of Every Month at 7:00 p.m.

Police Pension Board Meetings

Months of January, April, July and October
3rd Friday of the Month at 8:00 a.m.

Unless otherwise published all meetings
will be held at:

**10 S. Municipal Drive
Sugar Grove, IL 60554**

Agendas can be found on our website:
Sugargroveil.gov

Village Offices are Closed on the Following Holiday's

New Year's Day	January 1, 2025
MLK Jr. Day	January 20, 2025
President's Day	February 17, 2025
Memorial Day	May 26, 2025
Juneteenth	June 19, 2025
Independence Day	July 4, 2024
Labor Day	September 1, 2024
Columbus Day	October 13, 2024
Thanksgiving	Nov. 27 & 28, 2025
Christmas	Dec. 24 & 25, 2025

Village Office Hours
Monday – Friday
8:00 a.m. to 4:30 p.m.

JANUARY 2025

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FEBRUARY 2025

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MARCH 2025

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APRIL 2025

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MAY 2025

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JUNE 2025

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JULY 2025

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AUGUST 2025

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SEPTEMBER 2025

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OCTOBER 2025

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NOVEMBER 2025

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DECEMBER 2025

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