

**COUNTY OF KENDALL, ILLINOIS**  
**LAW, JUSTICE, AND LEGISLATION COMMITTEE**  
**COUNTY COURTHOUSE**  
**807 W. John Street; Law Library; Yorkville**  
**Monday, September 14, 2020 ~ 3:15 p.m.**  
**Meeting Agenda**

1. **Call to order**
2. **Pledge of Allegiance to the American Flag**
3. **Roll call and determination of a quorum:** Tony Giles (Chair), Matthew Prochaska (Vice Chair), Judy Gilmour, Audra Hendrix, Robyn Vickers
4. **Approval of the Agenda**
5. **Approval of the June 8, 2020 meeting minutes**
6. **Public Comment**
7. **Status reports**
  - A. Coroner
  - B. Emergency Management Agency
  - C. Public Defender
  - D. Court Services
  - E. Sheriff's Office
    1. Operations Division
    2. Corrections Division
    3. Records Division
8. **Old Business**
9. **New Business**
  - *Approval of an amendment to the Kendall County Noise Ordinance expending it into Agriculturally Zoned areas that have residentially subdivisions*
  - *Approval of an Ordinance regulating Solicitors and Peddlers, setting hours of operation, requiring registration with the Sheriff, setting the requirements for registration, fines for the violation of the ordinance, and other related items*
  - *Discussion of Fee Study Results and Recommendation to Increase Sheriff's Fees and the Taking of Bond Fees*
  - *Approval to enter into a three year Agreement for Services with The Sheriff App with an initial cost of \$23,980 and with annual maintenance costs of \$8,990.*
10. **Legislative update**
11. **Chairman's report/comments**
12. **Executive Session**
13. **Adjournment**

*If special accommodations or arrangements are needed to attend this County meeting, please contact the Administration Office at (630) 553-4171, a minimum of 24-hours prior to the meeting time*

**COUNTY OF KENDALL, ILLINOIS**  
**Law, Justice and Legislation Committee**  
**Monday, August 10, 2020**  
**Remote Meeting Minutes**

**Call to Order and Pledge Allegiance** – Chair Tony Giles called the meeting to order at 3:15p.m. and led the Pledge of Allegiance.

**Roll Call:**

<b>Committee Member</b>	<b>Status</b>	<b>Arrived at Meeting</b>	<b>Left Meeting</b>
Tony Giles	Yes		
Judy Gilmour	Yes		
Audra Hendrix			
Matthew Prochaska	Yes		
Robyn Vickers			

**Adjournment** : The roll call was not completed, the meeting was abruptly ended due to inclement weather and tornado warnings, and personnel were advised to take shelter in the lowest area of their buildings at 3:19p.m.

Respectfully Submitted,

Valarie McClain  
Administrative Assistant

**COUNTY OF KENDALL, ILLINOIS**  
**Law, Justice and Legislation Committee**  
**Monday, June 8, 2020**  
**Meeting Minutes**

**Call to Order and Pledge Allegiance** – Vice Chair Matthew Prochaska called the meeting to order at 3:22p.m. and led the Pledge of Allegiance.

**Roll Call:**

<b>Committee Member</b>	<b>Status</b>	<b>Arrived at Meeting</b>	<b>Left Meeting</b>
Amy Cesich	Appointed to form a quorum		
Tony Giles	ABSENT		
Judy Gilmour	ABSENT		
Audra Hendrix	Here		
Matthew Prochaska	Here		
Robyn Vickers	ABSENT		

**With only two committee members present, Vice Chair Prochaska appointed Vice County Board Chair Cesich to the committee to form a quorum. Once a quorum was determined, the committee was able to conduct business.**

**Others Present:** Sheriff Dwight Baird, EMA Director Roger Bonuchi, Public Defender Vicki Chuffo, Court Services Director Alice Elliott, County Administrator Scott Koepfel, Sheriff's Executive Assistant Tracy Page, Chief Deputy Mike Peters, Chief Judge Robert Pilmer, and Coroner Jacquie Purcell, Undersheriff Bobby Richardson

**Approval of the Agenda** – Member Hendrix made a motion to approve the agenda, second by Member Cesich. **With all members present voting aye, the amended agenda was approved.**

**Approval of Minutes** – Member Hendrix made a motion to approve the March 9, 2020 meeting minutes, second by Member Cesich. **With all members present voting aye, the motion carried.**

**Public Comment** - None

**Status Reports**

**Coroner** – Coroner Purcell reviewed the monthly report with the committee, and reported 39 deaths; with 204 year-to-date deaths.

The Coroner's Office responded to one accidental overdose death, and authorized 25 cremations. There were six COVID-19 related deaths within Kendall County in the month of May.

**Written report provided.**

**EMA – Written report provided.** Director Roger Bonuchi reported multi-agency Search and Rescue Training was cancelled due to COVID-19.

EMA continues working closely with the Kendall County Health Department regarding the changing status of the Corona Virus. EMA Volunteers loaded and delivered 1,700 isolation gowns, and 2,000 masks to four long-term Care Facilities in the County on May 27<sup>th</sup>, made additional PPE orders that will be delivered to Oswego District 308 and the Regional Office of Education.

Mr. Bonuchi reported he continues to attend PPE and IEMA Region 3 meeting three times per week, and Siren, STARCOM and WSPY EAS testing continues on a monthly basis.

**Public Defender – Written report provided.** Public Defender Chuffo stated that appointments for felony, misdemeanor and traffic cases increased slightly since last month, but her office is still seeing the effects of the pandemic on arrests and case filings with a total of new 56 new cases between May 1 and June 1, 2020.

**Court Services –**Director Elliott stated that due to the Pandemic the number of detentions has decreased, which helps with their budget.

Ms. Elliott stated that for a second year, Court Services is applying for the Family Violence Coordinating Council Grant between the State of Illinois Criminal Justice Information Authority and the 16<sup>th</sup> and 23<sup>rd</sup> Judicial Circuits. Kendall County serves as the fiscal agent only, and all expenditures are equal to the revenue. **It was the will of the Committee to send the item directly to the County Board for discussion and approval.**

Ms. Elliott also reported that on May 23<sup>rd</sup>, the General Assembly adopted the state budget with full funding for the Illinois Supreme Court. Part of that budget is full funding for probation officer reimbursement for the counties, which is good news for Kendall County as some of the fully county funded positions were converted last year to reimbursable positions. Court Services should receive an appropriations letter from AOIC sometime in late July or August. Worth noting is that during the appropriation hearings, legislators expressed the need for a robust probation/pretrial division as the focus on reducing the numbers of those incarcerated increases. Written report provided.

### **Sheriff's Report**

- a. Operations Division – Undersheriff Bobby Richardson reported that over the weekend, they tested 123 applicants for Patrol positions.

Undersheriff Richardson also reported on Sheriff's Office participation with local municipalities in civil unrest protests the last few weeks including Aurora, Plano, Plainfield and Naperville. Sheriff Baird also mentioned increased Sheriff's Deputy participation in Community Public Service mobile events throughout the committee. Written report provided.

- b. Corrections Division – Chief Deputy Peters provided a briefing on the COVID-19 impact on the jail, stating that employees have been instrumental in participating, encouraging inmate participation, safety and compliance, making suggestions for increased safety of employees and inmates, limiting admittance of volunteers, visitors, and vendors, and increased cleaning and decreased interaction where possible. Written report provided.
- c. Records Division - Written report provided.

**Old Business** – None

**New Business** - None

**Chairman’s Report/Comments** – No report

**Public Comment** - None

**Legislative Update** – None

**Executive Session** – Not needed

**Adjournment** – Member Hendrix made a motion to adjourn the meeting, second by Member Cesich. With three members in agreement, the meeting adjourned at 3:50p.m.

Respectfully Submitted,

Valarie McClain  
Administrative Assistant



**KENDALL COUNTY CORONER**  
 ————— JACQUIE PURCELL —————

Description	**	August 2020	Fiscal Year-to-Date	August 2019
Total Deaths		29	299	28/193
Natural Deaths		26	275	25/180
Accidental Deaths		1	13	0/3
Pending		2	2	0/0
Suicidal Deaths		0	8	3/9
Homicidal Deaths		0	1	0/0
Undertermined		0	1	0/1
Toxicology		2	28	3/16
Autopsies		2	20	2/12
Cremation Authorizations		17	190	21/119
<b>Scenes Responded to:</b>		<b>Transported by Coroner's Office:</b>		<b>External Examinations:</b>
4		3		2

\*\*

(A):

1. 08/14/2020 – Oswego/Nursing Home – 80yo, Female, Exsanguination due to Central Venous Dialysis Catheter Displacement

(P):

1. 08/10/2020 – Plano – 29yo, Female, Probable Overdose
2. 08/28/2020 – Oswego – 47yo, Female, Probable Overdose

**PERSONNEL/OFFICE ACTIVITY:**

1. Erika Blaszczyk began her internship with the office on 08/31/2020. Erika attends Xavier University where she is pursuing her Master's Degree In Forensic Nursing/Criminal Justice.
2. Chief Deputy Coroner Levi Gotte attended intermediate and advanced incident command courses (August 17 – 21); and received ICS-300 and ICS-400 certification.
3. A total of 23 community service hours were served in August.

CARORUM AD CURAM

# Kendall County Emergency Management Agency

1102 Cornell Lane, Yorkville Illinois 60560

Roger Bonuchi, Director

Tracy Page, Deputy Director

## EMA/Search and Rescue Report

### AUGUST 2020

#### COVID

- Public Assistance Grant Request "Step II" has been mailed.
- Working with County ROE to deliver PPE to school districts
- Planning PPE purchase for the County stockpile
- KCDH vaccination planning. Met with Health Dept. Director RaeAnn VanGundy, staff and members of the Yorkville Police and KC Sheriff's Office to discuss plans for a COVID vaccination event. The date is unknown at this time, but we anticipate early November. Much more on this to come...

#### WEATHER

- EMA worked with NWS to survey and document damage across Kendall County over two days, August 10<sup>th</sup> and 11<sup>th</sup>
- Confirmed by the NWS that on August 10, 2020 there was a tornado in Kendall County

#### NUCLEAR

- Exelon conducted on EONS test on their EMnet PC's which we have in the EOC radio room. The EONS system provides emergency messaging if need be.
- If Dresden does shutdown, we'll be needed as a nuclear EOC for approximately a year past the shutdown date, likely out to November of 2022
- The "Dresden 2020 Evacuation Time Estimate Population Update Analysis Final Report" was delivered. There is no change as the population in the Dresden evacuation area has not changed in any significance.

#### IPAWS

- IPAWS is fully functional. Renewal date will be in August of 2023
- IPAWS- WEA/EAS is now a part of our first Tuesday of the month alert testing.

#### EAS

- The Emergency Alert System (EAS) transmitter was been taken back to WSPY for another check as it doesn't work. EMA has been unable to perform EAS testing since the beginning of the year. There's a chance that we can use IPAWS for this function.
- Siren testing continues the first Tuesday of each month

#### SEARCH & RESCUE

- August 8 - Multi agency Search and Rescue training. 19 Search and Rescue professionals from six area agencies were in attendance. 5 KCEMA Search and Rescue personnel participated in the training.
- August 14 - Missing Person search for a 49 YOA male at the Waterfall Glen Forest Preserve in Lemont, IL. Five Kendall County EMA Search and Rescue personnel participated in the search.
- August 25 - Multi agency Search and Rescue training via Zoom. The subject was SarTopo mobile and desktop mapping and search management. Fifty-four Search and Rescue professionals from fourteen area agencies attended. Five KCEMA Search and Rescue personnel participated in the training.

#### MEETINGS

- Board meeting attended.
- Budget planning meetings
- KCEMA training scheduled for Monday, August 10, 2020 was cancelled due to severe weather
- KCEMA training meeting scheduled for September 14, 2020 will have a presentation on Blood Borne Pathogens taught by Captain Hinchliffe of Plainfield EMA/Fire Department.

TO: Law, Justice and Legislation Committee Members

FROM: Victoria Chuffo, Public Defender; Monthly Report VC

NUMBER OF CASES ASSIGNED TO EACH PUBLIC DEFENDER  
AS OF SEPTEMBER 9, 2020

VICTORIA CHUFFO, Public Defender

- 123 cases / last month 112 cases - Felony cases

COURTNEY TRANSIER, First Asst. Public Defender

- 205 cases / last month 210 cases - Felony cases

MICHAEL MONTGOMERY, Asst. Public Defender

- 296 cases / last month 307 cases - Felony/ Juvenile cases

LINDSEY LACHANSKI, Asst. Public Defender

- 515 cases/ last month 563 cases -  
Misdemeanor/Traffic/Juvenile cases

JESSICA DEETS, Asst. Public Defender

- 516 case/ last month 529 cases -  
Misdemeanor/Traffic/Juvenile cases

My office has been appointed a total of 191 new cases between August 4, 2020 and September 9, 2020. The Kendall County Public Defender's Office currently has 1,655 open cases as of today's date; September 9, 2020. The Public Defender appointments for Misdemeanor and Juvenile Abuse/Neglect offenses increased since last month. My office has been appointed to 18 individuals for bond call only appointments from August 4, 2020 to September 9, 2020.



**To:** Kendall County Board \* Law, Justice and Legislation Committee  
**From:** Alice Elliott, Director \* Kendall County Court Services  
**Date:** September 2020  
**Re:** Monthly Report

**Juvenile Detention - FY2020 ~ Costs Incurred**

Kendall County Court Services FY2020 Summary - Juvenile Detention					Same Time 2019	Same Time 2018	Same Time 2017	Same Time FY2016	Same Time FY2015
Month	Total New Admissions	Total Holdovers*	Total Days	Total Cost Incurred					
					\$18,652.00* Paid FY19 incurred FY18				
12/2019	3	4	55	\$6,600.00	\$17,640.00	\$10,450.00	\$8,690.00	\$15,620.00	\$3,000.00
01/2020	6	1	93	\$11,160.00	\$12,120.00	\$9,020.00	10,560.00	15,180.00	8,400.00
02/2020	5	2	85	\$10,200.00	\$10,320.00	\$11,330.00	15,070.00	11,110.00	4,100.00
03/2020	5	4	151	\$18,120.00	\$6840.00	\$21,730.00	9,900.00	3,410.00	2,300.00
04/2020	2	1	33	\$3,960.00	\$7920.00	\$15,960.00	13,640.00	5,940.00	2,400.00
05/2020	2	2	57	\$6,840.00	\$18,840.00	\$10,560.00	5,610.00	4,180.00	7,800.00
06/2020	4	2	86	\$10,320.00	\$24,000.00	\$7,320.00	6,270.00	11,660.00	5,500.00
07/2020	6	3	161	\$19,320.00	\$14,880.00	\$11,760.00	1,540.00	10,120.00	8,400.00
08/2020	1	5	118**	\$14,160.00**	\$4560.00	\$12,000.00	3,850.00	11,880.00	7,400.00
09/2020					\$4560.00	\$9120.00	9,130.00	2,640.00	16,000.00
10/2020					\$9000.00	\$15,120.00	10,780.00	5,610.00	15,440.00
11/2020					Paid in FY20				
TOTAL				\$100,680	\$149,332.00	\$152,970.00	\$100,210.00	\$108,460.00	\$95,840.00

\*Holdover=A minor detained on the last day of the previous month carried over to the first day of the current month.

\*\* We have not yet received a bill from River Valley Detention for our usage of bed space during the JJC Covid-19 shut down.

**Kendall County Fiscal Year 2020 (Juvenile Detention):**

Amount Budgeted: \$ 150,000.00  
 Amount Expended: \$ 100,680.00  
 Amount Remaining: \$ 49,320.00

**Kendall County Fiscal Year 2020 (Juvenile Board & Care):**

Amount Budgeted: \$ 70,000.00  
 Amount Expended: \$ 0  
 Amount Remaining: \$ 70,000.00

**Juvenile Board & Care - FY2020 ~ Costs Incurred**

	Number of Minors Placed	Days Paid	Total Monthly Cost Incurred	Total Cost Incurred (Running Total)
12/2019	NA	NA	NA	NA
01/2020	NA	NA	NA	NA
02/2020	NA	NA	NA	NA
03/2020	NA	NA	NA	NA
04/2020	NA	NA	NA	NA
05/2020	NA	NA	NA	NA
06/2020	N/A	N/A	NA	NA
07/2020	n/a	n/a	n/a	n/a
08/2020	n/a	n/a	n/a	n/a
09/2020				
10/2020				
11/2020				
TOTAL				

**Items Worthy of notice to the County Board:**

This past month the Kane County Juvenile Justice Center experienced a shut down due to an outbreak of Covid 19 within the facility. While none of our Kendall County youth were infected, we utilized River Valley Detention Center in Joliet for any new admissions. Kane County was successful in containing the spread and we have resumed normal operations. We are in the process of reviewing our IGA with Kane County as it is due to expire November 30<sup>th</sup>.

Probation welcomes our new Special Programs Supervisor, Shannon McCarty, on 09-14-20. Ms McCarty comes to us from DuPage County where she came highly regarded by management, system players and the Judiciary alike. Shannon had been supervising a high risk sex offender and domestic violence caseload for the past several years. She will assist us in enhancing our supervision of this specialized caseload. Additional responsibilities include supervision of the pretrial unit, GPS and Drug Court Officer.

AOIC has increased the salary reimbursements for SFY2021 from approximately \$512,000 last year, to \$786,830.00 this next year. This increase was due to converting fully county funded positions and salary subsidized positions to AOIC funded positions.

# KENDALL COUNTY SHERIFF'S OFFICE

## MONTH-END REPORT



### AUGUST

### 2020

<b>POLICE SERVICES</b>	<b>August-19</b>	<b>August-20</b>
Calls for Service	687	767
Police Reports	368	315
Total Arrests	65	59
Ordinance Citations Issued	0	1
<b>TRAFFIC SERVICES</b>	<b>August-19</b>	<b>August-20</b>
Traffic Contacts	1,157	411
Traffic Citations Issued	215	135
DUI Arrests	2	3
<b>TRAFFIC CRASH INVESTIGATIONS</b>	<b>August-19</b>	<b>August-20</b>
Property Damage	26	11
Personal Injury	23	23
Fatalities	2	0
<b>TOTAL CRASH INVESTIGATIONS</b>	<b>51</b>	<b>34</b>
<b>VEHICLE USAGE</b>	<b>August-19</b>	<b>August-20</b>
Total Miles Driven by Sheriff's Office	58,259	54,027
Vehicle Maintenance Expenditures	\$1,701	\$1,921
Fuel Expenditures	\$11,040	\$8,356
Fuel Gallons Purchased	4,558	4,374
Squad Damage Reports	0	0
<b>AUXILIARY DEPUTIES</b>	<b>August-19</b>	<b>August-20</b>
Ride-A-Long Hours	0	0
Auxiliary Hours	92	10
<b>TOTAL AUXILIARY HOURS</b>	<b>28</b>	<b>10</b>
<b>EVIDENCE/PROPERTY ROOM</b>	<b>August-19</b>	<b>August-20</b>
New Items into Property Room	117	104
Disposal Orders Processed	0	97
Items Disposed Of	169	125
Items Sent to Crime Lab for Processing	24	11
Pounds of Prescription Meds Collected from Drop Box Program	15	15
<b>INVESTIGATIONS/COPS ACTIVITIES</b>	<b>August-19</b>	<b>August-20</b>
Total Assigned Cases (Patrol/Invest)	18	25
Total Closed Cases (Patrol/Invest)	15	18
Total Open Cases (Patrol/Invest)	140	157
Community Policing Meetings/Presentations	38	23
<b>Sex Offender / Violent Offenders Against Youth Registrations</b>	<b>August-19</b>	<b>August-20</b>
Sex Offender Registrations	20	11
Sex Offender - Address Verifications Completed	16	0
Sex Offender - Address Verification Attempted	32	0
Total # of Sex Offenders- Jurisdiction	28	32
Total # of Sex Offenders- Entire County	63	80
Violent Offenders Against Youth Registrations	2	1
VOAY - Address Verification Completed	2	0
VOAY - Address Verification Attempted	4	0
Total # of VOAY- Jurisdiction	4	5
Total # of VOAY- Entire County	15	20

**11 RECORDS DIVISION**

<b>SHERIFF SALES</b>	<b>August-19</b>	<b>August-20</b>
Sales Scheduled	33	0
Sales Cancelled	18	0
Sales Conducted	15	0

<b>CIVIL PAPERWORK</b>	<b>August-19</b>	<b>August-20</b>
Papers Filed/Received	197	154
Papers Served/Executed	154	116

<b>REPLEVINS/LEVY</b>	<b>August-19</b>	<b>August-20</b>
Replevin/Levy Scheduled	0	0
Replevin/Levy Conducted	0	0

<b>SA, SUBPOENA &amp; FOIA REQUESTS</b>	<b>August-19</b>	<b>August-20</b>
Electronic and Recording Copy Requests		69
Accident Reports	33	27
Background Checks	21	27
Incidents	67	91
Subpoenas	5	1
<b>TOTAL REQUESTS</b>	<b>126</b>	<b>215</b>

<b>WARRANTS</b>	<b>August-19</b>	<b>August-20</b>
Total Warrants on File	1,415	1,690
New Warrants Issued	128	163
Total Warrants Served	106	47
Warrants Quashed	19	11

<b>EVICCTIONS</b>	<b>August-19</b>	<b>August-20</b>
Evictions Scheduled for Month	8	0
Evictions Cancelled	6	0
Evictions Conducted	2	0

<b>FEES</b>	<b>August-19</b>	<b>August-20</b>
Civil Process Fees	\$6,356	\$1,674.00
Sheriff Sales Fees	\$7,800	\$1,200.00
Records Fees/Fingerprinting	\$301	\$237.15
Bond Processing Fees	\$893	\$702.94
<b>TOTAL FEES COLLECTED</b>	<b>\$15,350</b>	<b>\$3,814</b>

**CORRECTIONS DIVISION**

<b>JAIL POPULATION</b>	<b>August-19</b>	<b>August-20</b>
New Intake Bookings	238	146
Inmates Released	241	152
Federal Inmate ADP	91	73
Kendall County Inmate ADP	64	48
Other Jurisdictions Inmate ADP	3	6
Average Daily Population	157	127

<b>JAIL MEALS</b>	<b>August-19</b>	<b>August-20</b>
Number of Meals Prepared Consolidated Food	14,218	11,500 <sup>11</sup>
Price Per Meal	\$1.27	\$1.35

<b>INMATE TRANSPORTS</b>	<b>August-19</b>	<b>August-20</b>
To and From Kendall County Courthouse	79	19
Other County Court Transports	8	0
Out of County Prisoner Pickups	15	13
To I.D.O.C	3	2
Medical/Dental Transports	2	2
Court ordered medical transports	2	2
Juvenile To and From Youth Homes/Courts	17	4
Federal Transports	26	6
<b>TOTAL INMATE TRANSPORTS</b>	<b>152</b>	<b>48</b>

<b>INMATE WORK CREWS</b>	<b>August-19</b>	<b>August-20</b>
Number of Inmates	8	0
Number of Locations	4	0
Total Hours Worked	12	0

<b>REVENUE</b>	<b>August-19</b>	<b>August-20</b>
Amount Invoiced for Inmates Housed for Other Juris.	\$6,300	\$10,800.00
Amount Invoiced for Federal Housing	\$210,225	\$180,960.00
Amount Invoiced for Federal Court Transport	\$16,702	\$997.05
Amount Invoiced for Federal Medical Transport	\$661	\$775.43
<b>TOTAL INVOICED</b>	<b>\$233,889</b>	<b>\$193,532</b>

<b>MEDICAL BILLING</b>	<b>August-19</b>	<b>August-20</b>
Medical Contractual Services	\$30,762	\$19,425.89
Prescriptions	\$2,715	\$3,932.19
Medical	\$22	\$3.00
Dental	\$0	\$0.00
Emergency Medical Services	\$35	\$234.66
Medical Supplies	\$206	\$136.86
<b>TOTAL MEDICAL BILLING</b>	<b>\$33,740</b>	<b>\$23,733</b>

<b>Outstanding FTA Fees</b>	<b>August-19</b>	<b>August-20</b>
FTA Fees- Outstanding	\$75.00	\$375.00

<b>COURT SECURITY</b>	<b>August-19</b>	<b>August-20</b>
Entries	14,341	10,751
Items X-rayed	4,906	3,435
Bond Call - In Person	41	7
Bond Call - Video	26	43
Kendall Prisoners	79	63
Other Prisoners	26	2
Arrests made at Courthouse	31	29
Contraband Refused	89	57

<b>CORRECTIONS DIVISION</b>	<b>August-19</b>	<b>August-20</b>
<b>NATURE OF TRAINING</b>		
Lexipol Daily Training Bulletins		27
CorrectionsOne (Airborne & Bloodborne Pathogens)		2
Emergency-based Spanish for Law Enforcement		24
CorrectionsOne (Disciplinary Procedures in a Corrections Setting)		6
CorrectionsOne (Classification of Inmates)		1
IA: Conducting Proper & Effective Investigations		35
Responding to Hostage Situations		16
BLS CPR Certification		80.5
IDPH Naloxone		33
CorrectionsOne (PREA)		31
<b>TOTAL HOURS</b>	<b>309</b>	<b>255.5</b>

<b>OPERATIONS DIVISION</b>	<b>August-19</b>	<b>August-20</b>
<b>NATURE OF TRAINING</b>		
CourtSmart Monthly Training		19
Lexipol Daily Training Bulletin		28.5
Less Lethal Bean Bag Quals		112
PPCT		101.5
Taser X2 Re-Certification		30
SRT		48
Advanced REID Interviewing & Interrogation		8
1st Amendment Assemblies/Crowd Control		273
Crime Scene: Do Not Cross		8
From Crime Scene to Lab		16
Solutions to Problem Employees		8
Taser X2 Initial Certification		8
Trauma Informed Response to Sexual Assault/Abuse		8
Scene Processing: Prints & Footwear		8
Responding to Hostage Situations		16
IDPH Naloxone		47
<b>TOTAL HOURS</b>	<b>621</b>	<b>628</b>

<b>COURT SECURITY</b>	<b>August-19</b>	<b>August-20</b>
<b>NATURE OF TRAINING</b>		
CourtSmart Monthly Training		3
Lexipol Daily Training Bulletin		4.5
IDPH Naloxone		6
CorrectionsOne (PREA)		6
<b>TOTAL HOURS</b>	<b>44</b>	<b>19.5</b>

<b>RECORDS DIVISION</b>	<b>August-19</b>	<b>August-20</b>
<b>NATURE OF TRAINING</b>		
New School Certifying Officials Training		2
On-the-Job Training/Apprenticeship Programs		1.5
<b>TOTAL HOURS</b>	<b>11</b>	<b>3.5</b>

<b>AUXILIARY</b>	<b>August-19</b>	<b>August-20</b>
<b>NATURE OF TRAINING</b>		
<b>TOTAL HOURS</b>	<b>0</b>	<b>0</b>

**KENDALL COUNTY, ILLINOIS  
ORDINANCE NO. \_\_\_\_\_**

**ORDINANCE REGULATING NOISE OUTSIDE THE CORPORATE LIMITS OF ANY  
CITY, VILLAGE OR INCORPORATED TOWN IN KENDALL COUNTY, ILLINOIS**

**WHEREAS**, the County of Kendall has the authority pursuant to 720 ILCS 5/47-5 to declare what shall be public nuisances and to abate the same with respect to the territory within the county and outside the corporate limits of any city, village, or incorporated town; and

**WHEREAS**, pursuant to the Illinois County Code 55 ILCS 5/5-12001, the County of Kendall also has the authority to regulate and restrict the location and use of buildings, structures and land for trade, industry, residence and other uses and to regulate and restrict the intensity of such uses, for the purpose of promoting the public health, safety, morals, comfort and general welfare, and conserving the values of property throughout the county; and

**WHEREAS**, the County of Kendall seeks to control noise in its residential districts **and residential planned unit developments on agriculturally zoned property** for the purpose of protecting the public health, safety, morals, comfort, and general welfare of its residents, and;

**WHEREAS**, the County of Kendall seeks to conserve the value of property throughout the county, and to prevent noise pollution in that excessive noise endangers physical and emotional health and well-being, interferes with legitimate business and recreational activities, depresses property values, offends the senses, creates public nuisances, and in other respects reduces the quality of our environment.



**NOW, THEREFORE, BE IT ORDAINED** by the County Board of the County of Kendall, State of Illinois that hereafter Residential Zoning Districts and **Agricultural Special Use Planned Unit Developments for residential purposes** which lie outside of the corporate limits of any City, Village or Town and lying within the corporate limits of Kendall County, Illinois shall be subject to the following:

**ARTICLE I - Title:**

This ordinance shall hereinafter be known as the "Kendall County Noise Control Ordinance" and may be so cited.

**ARTICLE II – Definitions & Rules of Construction:**

Except as specifically stated herein, the definitions of terms used in this Ordinance shall have their regular and usual meaning as indicated by common dictionary definition. However, all definitions of acoustical terminology used in this chapter shall be in conformance with applicable publications of the American National Standards Institute (ANSI) or its successor body. Words importing the singular number may extend and be applied to several persons or things. Words importing the plural number may include the singular. Words importing gender may be applied to both male and female.

**ARTICLE III - Applicability:**

This Ordinance's noise regulations shall apply in unincorporated Residential Zoning Districts **and lands zoned Agricultural Special Use Planned Unit Development used for residential purposes**, except where otherwise exempt under this Ordinance. Any person, including, but not limited to, the subject property's owner, agent, tenant, visitor and/or other occupant of the property who violates any provisions of this Ordinance, shall be liable for such noncompliance as further set forth herein.

Notwithstanding the above, a property owner shall be held liable for a violation under this ordinance if the County establishes by a preponderance of the evidence that he/she is legally accountable for the conduct giving rise to the violation, acquiesced to the conduct, and/or knew or should have reasonably known of the conduct occurring or that the conduct was likely to occur.

A Person for the purpose of this Ordinance shall be any individual, corporation, partnership, firm, association, trust, estate, public or private institution, group, agency, or any legal successor, representative, agent or agency of the foregoing.



#### **ARTICLE IV – Measurement / Weighted Sound Level:**

Measurement of sound for the purpose of this Ordinance shall be obtained using a device that utilizes the proper frequency sound weighting. Weighted Sound Level is the sound pressure level decibels as measured on a sound level meter using the A weighing network. The level so read is designated dB(A) or dBA.

#### **ARTICLE V – Prohibited Activity:**

##### **(A) During Day Hours:**

No person shall make, continue, or cause to be made the emission of sound during daytime hours (7:00 A.M. to 10:00 P.M.) from any noise source to any receiving residential land which exceeds sixty (60) dBA when measured at any point within such receiving residential land; provided, however, that point of measurement shall be on the property line of the complainant. Further, no person shall permit any sound as described herein to be made in or upon any house, premises or property owned or possessed by them or under their management and or control.

##### **(B) During Night Hours:**

No person shall make, continue, or cause to be made the emission of sound during nighttime hours (10:00 P.M. to 7:00 A.M.) from any noise source to any receiving residential land which exceeds fifty five (55) dBA when measured at any point within such receiving residential land; provided, however, that point of measurement shall be on the property line of the complainant. Further, no person shall permit any sound as described herein to be made in or upon any house, premises or property owned or possessed by them or under their management and or control.

**(C) Sound emissions in violation of (A) and (B) above are hereby declared to be a public nuisance.**

**(D) For the purposes of determining violations of (A) and (B) above within attached multiple family structures/multiple unit developments such as apartments, condominiums and townhomes, the point of measurement shall be the outer property line of the multiple family structures/multiple unit developments and not at the dividing walls between individual units in said structures.**

#### **ARTICLE VI - Exemptions:**

The following exemptions to violation of this Ordinance shall apply:

**(A) Emergency Operations:** Emergency short term operations which are necessary to protect the health, safety and welfare of the citizens, such as emergency utility and street repair, fallen tree removal or emergency fuel oil delivery shall be exempt, provided that reasonable steps shall be taken by those in charge of such

operations to minimize noise emanating from the same. Emergency operations by fire and rescue services and police agencies shall also be exempt.

- (B) **Noises Required by Law:** The provisions of this chapter shall not apply to any noise required specifically by law for the protection or safety of people or property.
- (C) **Powered Equipment:** Powered equipment, such as air conditioners, lawn mowers, small lawn and garden tools, riding tractors and snow removal equipment which is necessary for the maintenance of property, is kept in good repair and maintenance, and which equipment, when new, would not comply with the standards set forth in this chapter, shall be exempted. Good repair for the purpose of this exemption shall be when the equipment at issue is in a condition that meets factory specifications and is properly maintained to prevent any excessive or unusual noise. However, the use of radios or other sound/entertainment devices on such equipment shall not be exempted if listened to at a level otherwise violating the terms of this Ordinance.
- (D) **Community Events:** The term "community events" shall include such things as parades, festivals, drum corps shows, sports events and Fourth of July celebrations, which are sanctioned or sponsored in whole or in part by local governments, schools or charitable or service organizations.
- (E) **Agricultural Noise:** Specifically excluded from the provisions of this Ordinance is noise generated by agricultural equipment on land zoned and/or used for agricultural purposes **except land zoned Agricultural Special Use Planned Unit Development and used for residential purposes.**
- (F) **Motor Vehicles:** Nothing herein shall be construed as a limitation on the operation of duly registered motor vehicles as defined in the Illinois Motor Vehicle Code, which are not in violation of 625 ILCS 5/12-602.
- (G) **Work performed by a public body:** Any work performed by or on behalf of a public body, including that which is performed by subcontractors, shall be exempted. Such activities may include, but are not limited to, routine maintenance work, road and bridge construction and emergency repairs.
- (H) **Motorcycles:** Nothing herein shall be construed as a limitation on the operation of duly registered motorcycles as defined in the Illinois Motor Vehicle Code.
- (I) **Construction Sites:** Construction noise that occurs between the hours of 7 A.M. and 8 P.M. shall be exempted. However, if in the opinion of the Kendall County Planning, Building and Zoning Department, equipment or activities employed in

the performance of construction exceeds the allowable decibel levels within this code, the Kendall County Planning, Building and Zoning Department may require noise mitigation methods be implemented and used at the construction site to mitigate noises which exceed the requirements herein.

#### **ARTICLE VII- Enforcement:**

Enforcement of this ordinance shall be performed by the Kendall County Sheriff's Office and any and all complaints of violations of this ordinance shall be directed to them. The Kendall County State's Attorney's Office shall be authorized to prosecute any violations of this Ordinance.

#### **ARTICLE VIII – Notice to Property Owner:**

- (A) Whenever a violation of this Ordinance occurs, the owner of the property shall be given notice of the violation in accordance with the following provisions:
- (1) If the owner's name and current address are known, then by either personal service or mailing a copy of the notice by certified mail, return receipt requested, to that address. For purposes of notice under this Section, if the person cited for the conduct giving rise to the violation is the owner, then the address provided to the Kendall County Sheriff's Office at the time of citing shall be deemed to be that person's known address; or
  - (2) If the owner's address is not known, then by either personal service or mailing a copy of the notice by certified mail, return receipt requested, to the owner's address as provided to the County Clerk and/or County Supervisor of Assessments Office; or
  - (3) If the owner's address is not known, and is not on record as provided above, then by publication for 3 successive weeks in a newspaper of general circulation within Kendall County.
- (B) Notice served under this Ordinance is effective upon personal service, the last date of publication, or the mailing of written notice, whichever is earlier.

#### **ARTICLE IX - Penalty:**

- (A) It shall be unlawful to violate any of the terms and provisions of this ordinance. Any person, firm or corporation violating any of the said terms and provisions of this ordinance shall, upon conviction, be guilty of a misdemeanor and be punished by fines as follows:
- (1) For the first offense, the minimum fine shall be \$50.00 and the maximum fine shall be \$500.00; and
  - (2) For any subsequent offense occurring within two years of the prior offense, the minimum fine shall be \$100.00 and the maximum fine shall be \$1000.00; and

- (B) The violation of this ordinance, or any part thereof, on more than one (1) day shall constitute separate offenses; and
- (C) In addition to any penalty provided by this Ordinance, the Kendall County State's Attorney is authorized to initiate action to obtain injunctive relief in the Circuit Court, including, but not limited to, the issuance of a temporary restraining order and preliminary injunction, in order to abate any such nuisance condition as enumerated in this Ordinance.

**ARTICLE X - Severability:**

The articles, provisions and sections of this Ordinance shall be deemed to be separable and if any portion of this Ordinance is deemed invalid, such determination shall not affect the validity of the remainder.

**ARTICLE XI - Effective Date:**

This Ordinance and the regulations contained therein shall be in full force and effect on and after the date signed below.

ADOPTED and APPROVED this 17<sup>th</sup> day of September, 2013.

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John Shaw, County Board Chairman

Attest: 

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Debbie Gillette, County Clerk

**Kendall County Ordinance  
Peddlers and Solicitors**

**Article I. IN GENERAL**

**Sec. 1 Penalty for violation.**

- a. Any person violating any provisions of this chapter shall be subject to all penalties allowed by the laws of the state including, but not limited to, criminal prosecution.
- b. Notwithstanding any other remedies available to the County pursuant to this ordinance, any person violating any of the provisions of the ordinance shall be fined not less than fifty dollars (\$50.00) nor more than one thousand (\$1,000) or each offense.
- c. A separate offense shall be deemed committed on each day of which the violation occurs or continues to occur, unless it is an offense under Section 2 of this Article then it shall be per occurrence.

**Sec. 2. General violations.**

It shall be a violation of this ordinance for anyone who is licensed to peddle or solicit, by the County of Kendall to disregard signs on private residences or businesses that state "No Soliciting" These signs shall be clearly visible and unobstructed within 3ft of the front door with the letters being no smaller than ¼ of an inch and in capital letters.

**Sec. 3. Exemptions to this ordinance.**

This ordinance shall not apply to religious proselytizing, as well as anonymous political speeches, and handbill distribution.

**Article II. PEDDLERS**

**Sec 1. Peddle defined.**

As used in this article. "peddle" shall mean the selling, bartering or exchanging or the offering for sale, hailer or exchange for any tangible personal property, for profit, in any unincorporated areas of the county, upon or along the streets, highways, or public places, or from house to house, whether at one place thereon or from place to place, from any wagon, truck, pushcart or other vehicle or from movable receptacles of any kind but shall not include the delivery of any item previously ordered or the sale of items along delivery routes where the purchaser has previously requested the seller to stop and exhibit his items. Nor shall peddle be taken to include the solicitation of orders by sample where the goods are not delivered at the time the order is taken.

**Sec. 2. License**

- a. It shall be unlawful for any person to engage in the business of peddler of any merchandise, article, or thing without first securing a license thereof

- b. The fee for a peddler's license shall be \$100.00 per year.
- e. Application for said license shall be made in writing upon a form provided by the Kendall County Sheriff's Office and filed with the Kendall County Sheriff's Office.

**Sec 3. Peddling food from vehicles, carts prohibited.**

- a. No license shall be issued and it shall be unlawful to peddle any candy, ice cream, confection, or any food or beverage for human consumption, from any motor vehicle or any vehicle or cart of any kind, on a public street or sidewalk in any unincorporated areas of the county.
- b. The violation of this section shall be punishable by a fine not to exceed \$500.00 each day any violation of this section shall continue shall constitute a separate offense.

**Sec. 4. Invitation required**

It shall be unlawful for any person to peddle any wares, or other things of value, or goods by coming upon the premises of another during the hours between 5:00 p.m. and 9:00 am. except with the express permission or consent of a resident of such premises and only after any such person shall have prior thereto given his name and address, photo identification issued by a government agency, or like indicia of identity, name of employer and sales product to the Kendall County Sheriff or their designee.

**ARTICLE III SOLICITORS**

**Sec. 1. Definitions:**

For the purpose of this article, the following words are used herein shall be construed to have the meanings herein ascribed thereto:

- a. *Registered solicitor.* Any person who has obtained a valid certificate of registration as hereinafter provided, and which certificate is in the possession of the solicitor on his or her person while engaged in soliciting.
- b. *Residence.* Every separate living unit occupied for residential purposes by one or more persons, contained within any type of building or structure.
- c. *Soliciting.* Shall mean and include any one or more of the following activities:
  1. Seeking to obtain orders for the purchase of goods, wares, merchandise, foodstuffs, services of any kind, character or description whatever, for any kind of consideration whatsoever; or
  2. Seeking to obtain prospective customers for application or purchase of insurance of any type, kind or character; or

3. Seeking to obtain subscriptions to books, magazines, periodicals, newspapers and every other type or kind of publication; or
4. Seeking to obtain prospective customers for application or purchase of utility; or
5. Seeking to obtain gifts or contributions of money, clothing, or any other valuable thing for the support or benefit of any charitable or nonprofit association, organization, corporation, or project.

**Sec. 2. Application for certificate of registration and exemptions.**

Every person desiring to engage in soliciting as herein defined from persons in residences within any area of the county that is not within the corporate limits of a municipality is hereby required to make written application for a certificate of registration as hereinafter provided. Application for a certificate of registration shall be accomplished by an application fee in the amount of \$15.00. No certificate of registration shall be required for persons soliciting on behalf of any religious, charitable, or nonprofit association, organization, corporation or project.

**Sec. 3. Form, contents of an application for a certificate of registration.**

a. Application for a certificate of registration shall be made upon a form provided by the Kendall County Sheriff's Office. The applicant shall truthfully state in full the information requested on the application, to wit:

1. Name and address of the present place of residence and length of residence at such address: business address if other than residence address: and Social Security number;
2. Address of place of residence during the past three years if other than present address;
3. Date of birth of the applicant, marital status, and if married, the name of the spouse;
4. Physical description of the applicant;
5. Name and address of the person by whom the applicant is employed or represents, and the length of time of such employment or representation;
6. Name and address of employer during the past three years if other than present employer;
7. A description sufficient for identification of the subject matter of the soliciting which the applicant will he engage in;
8. The period of time for which the certificate is applied for;
9. The date, or approximate date, of the latest previous application for a certificate under this article, if any;
10. Whether a certificate of registration issued to the applicant under this article has ever been revoked;
11. Whether the applicant has ever been convicted of a violation of any of the provisions of this article, or the ordinance of any other Illinois county or municipality regulating soliciting;



12. Whether the applicant has ever been convicted of the commission of a felony under the laws of the State of Illinois or another state laws of the United States.

b. All statements made by the applicant upon the application or in connection therewith shall be under oath.

c. Every applicant shall submit a copy of their government issues photo id of the applicant to the Kendall County Sheriff's Office with the application.

#### Sec. 4. Record required.

The Kendall County Sheriff shall cause to be kept in his office an accurate record of every application received and acted upon together with all other information and data pertaining thereto and all certificates of registration issued under the provisions of this article, and of the denial of applications. Applications for certificates shall be numbered in consecutive order as filed, and every certificate issued, and any renewal thereof, shall be identified with the duplicate number of the application upon which it was issued.

#### Sec. 5. Persons ineligible to a certificate.

No certificate of registration shall be issued to any person who has been convicted of the commission of a felony under the laws of the State of Illinois or any other state or federal law of the United States, within five years of the date of the application: nor any person who has been convicted of a violation of any of the provisions of this article. nor to any person whose certificate of registration issued hereunder has previously been revoked as herein provided.

#### Sec. 6. Denial of certificate.

The Kendall County Sheriff after consideration of the application and all information obtained relative thereto shall deny the application if the applicant does not possess the qualifications for such certificate as herein required. and the issuance of a certificate of registration to the applicant would not be in accord with the intent and purpose of this article. The endorsement shall be made by the Kendall County Sheriff upon the application of the denial of the application. When the applicant is found to be fully qualified, the certificate of registration shall be issued forthwith.

#### Sec. 7. Revocation of certificate.

a. Any certificate of registration issued hereunder shall be revoked by the Kendall County Sheriff if the holder of the certificate is convicted of a violation of any of the provisions of this article, or has made a false material statement in the application, or otherwise becomes disqualified for the issuance of a certificate of registration under the terms of this article, immediately upon such revocation, written notice thereof shall be given by the Kendall County Sheriff to the holder of the certificate in person or by certified United States mail, addressed to his or her residence address set forth in the application.

b. Immediately upon the giving of such notice, the certificate of registration shall become null and void.



**Sec. 8. Certificate to state expiration.**

The certificate of registration shall state the expiration date thereof. No certificate of registration shall be valid for a period in excess of 30 days. A certificate of registration may be renewed for a period not in excess of 30 days an unlimited number of times upon verification by the Kendall County Sheriff that the registered solicitor remains in compliance with this article and payment of the application fee of \$15.00.

**Sec. 9. Display of certificate of registration.**

Every person engaging in solicitation as herein defined from persons in residences within any unincorporated areas of the county shall display a valid certificate of registration. The certificate of registration shall be displayed by affixing it to the outer garments of the solicitor in such a manner that the certificate is easily visible to persons solicited.

**Sec. 10. Duty to leave premises on request.**

Any solicitor who has gained entrance to any residence, whether invited or not, shall immediately and peacefully depart from the premises when requested to do so by the occupant.

**KENDALL COUNTY**  
Ordinance No. \_\_\_\_\_

*An Ordinance Increasing Fees Charged by the Kendall County Sheriff's Office for the Service Attempt of Civil Process, Execute/Acknowledge Real Estate Deed of Sale, Return of Process, Replevins, Warrants, Sheriff Sale Cancellations, Eviction Cancellations, Serving Second Defendant, Take Notices/Mailings and Alias Summons*

**WHEREAS**, the County Board of Kendall County has previously established, by resolution or ordinance, the fees for Service Attempt of Civil Process, Execute/Acknowledge Real Estate Deed of Sale, Return of Process, Replevins, Warrants, Sheriff Sale Cancellations, Eviction Cancellations, Serving Second Defendant, Take Notice/Mailings and Alias Summons in the amounts of \$45.00, \$15.00, \$14.50, \$150, and \$10 respectively; and

**WHEREAS**, Section 5/4-5001 of Chapter 55 of the Illinois Compiled Statutes allows the County Board of Kendall County and the Sheriff's of Kendall County to conduct a user fee study of the fees charged by the Sheriff and to allow for an increase of fees if the cost of the services provided by the Sheriff exceeds the statutory fee; and

**WHEREAS**, the Sheriff of Kendall County, pursuant to Section 5/4-5001 of Chapter 55 of the Illinois Compiled Statutes, retained the services of MGT Consulting Group ~~Fiscal Choice Consulting~~, an independent national cost accounting firm, to conduct a cost study to determine if the fees currently charged by the Sheriff for the Service Attempt of Civil Process, Execute/Acknowledge Real Estate Deed of Sale, Return of Process, Replevins, Warrants, Sheriff Sale Cancellations, Eviction Cancellations, Serving Second Defendant, Take Notice/Mailings and Alias are sufficient to cover the costs of providing the service; and

**WHEREAS**, the cost study and the July 9, 2020 addendum ("Addendum") prepared by MGT Consulting Group documented that the full cost of the services provided by the Sheriff of Kendall County for the Service Attempt of Civil Process, Execute/Acknowledge Real Estate Deed of Sale, Return of Process, Replevins, Warrants, Sheriff Sale Cancellations, Eviction Cancellations, Serving Second Defendant, Take Notice/Mailings and Alias exceeds the current revenue received by the Sheriff of Kendall County and, therefore, the County Board of Kendall County is permitted to adjust the current fees for the Service Attempt of Civil Process, Execute/Acknowledge Real Estate Deed of Sale, Return of Process, Replevins, Warrants, Sheriff Sale Cancellations, Eviction Cancellations, Serving Second Defendant, Take Notice/Mailings and Alias Summons to recover the actual cost of the services provided; and

**WHEREAS**, the cost study by MGT Consulting Group documented that the full cost to the Sheriff of Kendall County for the Service Attempt of Civil Process, Execute/Acknowledge Real Estate Deed of Sale, Return of Process, Replevins, Warrants, Sheriff Sale Cancellations, Eviction Cancellations, Serving Second Defendant, Take Notice/Mailings and Alias are \$65.00, \$20.00, \$15.00, \$155.00, \$75.00, \$15.00, \$20.00, \$70.00, \$70.00 and \$70.00, respectively; and

**WHEREAS**, the Sheriff of Kendall County has reviewed the cost study by MGT Consulting Group and the Addendum and is recommending that the County Board of Kendall County increase fees for Service Attempt of Civil Process, Execute/Acknowledge Real Estate Deed of Sale, Return of Process, Replevins, Warrants, Sheriff Sale Cancellations, Eviction Cancellations, Serving Second Defendant, Take Notice/Mailings and Alias Summons to cover the full cost of services provided.

**NOW, THEREFORE, BE IT ORDAINED** by the County Board of Kendall County that:

- 1). The above listed recitals are incorporated herein by reference.
- 2). The fee charged by the Sheriff of Kendall County for the Service Attempt of Civil Process shall be set in the amount of \$65. For the Execute/Acknowledge Real Estate Deed of Sale, the fee charged by the Sheriff of Kendall County shall be in the amount of \$20.00. For Return of Process, the fee charged by the Sheriff of Kendall County shall be in the amount of \$15.00. For Replevins, the fee charged by the Sheriff of Kendall County shall be in the amount of \$155.00. For Warrants, the fee charged by the Sheriff of Kendall County shall be in the amount of \$75.00. For Sheriff Sale Cancellations, the fee charged by the Sheriff of Kendall County shall be in the amount of \$15.00. For Eviction Cancellations, the fee charged by the Sheriff of Kendall County shall be in the amount of \$20. For Servicing a Second Defendant, the fee charged by the Sheriff of Kendall County shall be in the amount of \$70.00. For Take Notices/Mailings, the fee charged by the Sheriff of Kendall County shall be in the amount of \$70.00. And for Alias Summons, the fee charged by the Sheriff of Kendall County shall be in the amount of \$70.00.
- 3). The fee requirements shall not apply to officers, agencies and departments of the State of Illinois, police departments or other law enforcement agencies.
- 4). This ordinance shall not supersede any other Ordinance enacted by the County Board of Kendall County, which establishes or sets fees to be charged for other services provided by the Sheriff of Kendall County.
- 5). All supporting documents shall be public records and subject to public examination and audit.
- 6). This ordinance shall become effective immediately upon adoption by the County Board of Kendall County.

This ORDINANCE is hereby ADOPTED by the County Board of Kendall County, State of Illinois, on the \_\_\_\_\_ day of \_\_\_\_\_, 2020

\_\_\_\_\_  
Scott R. Gryder-Kendall County Board Chairperson

I, Debbie Gillette, County Clerk in and said for County, in the State aforesaid, and the keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a ordinance adopted by the Kendall County Board, at its regularly scheduled meeting in Yorkville, Illinois, on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Debbie Gillette-County Clerk

DRAFT

**KENDALL COUNTY**  
Ordinance No. \_\_\_\_\_

*An Ordinance Increasing Fees Charged by the Kendall County Sheriff's Office for the Taking of Bond*

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**WHEREAS**, the County of Kendall, pursuant to Section 5/4-5001 of Chapter 55 of the Illinois Compiled Statutes, may charge fees for providing services by the Sheriff's Office of Kendall County, including a fee for the Taking of Bond. Said amount is currently set at \$35.00.

**WHEREAS**, Section 5/4-5001 of Chapter 55 of the Illinois Compiled Statutes allows the County Board of Kendall County and the Sheriff's of Kendall County to conduct a user fee study of the fees charged by the Sheriff and to allow for an increase of fees if the cost of the services provided by the Sheriff exceeds the statutory fee; and

**WHEREAS**, the Sheriff of Kendall County, pursuant to Section 5/4-5001 of Chapter 55 of the Illinois Compiled Statutes, retained the services of MGT Consulting Group, an independent national cost accounting firm, to conduct a cost study to determine if the fees currently charged by the Sheriff for the Taking of Bonds, among other services, were sufficient to cover the costs of providing the service; and

**WHEREAS**, the cost study prepared by MGT Consulting Group documented that the full cost of the services provided by the Sheriff of Kendall County for the fee charged for the Taking of Bond exceeds the current revenue received by the Sheriff of Kendall County for such service and, therefore, the County Board of Kendall County is permitted to increase the current fee for the Taking of Bond to recover the actual cost of the service provided; and

**WHEREAS**, the cost study by MGT Consulting Group documented that the full cost of the Sheriff of Kendall County for the Taking of Bond is \$50.00; and

**WHEREAS**, the Sheriff of Kendall County has reviewed the cost study by MGT Consulting Group and is recommending that the County Board of Kendall County increase fees for the Taking of Bond to cover the full cost of service provided.

**NOW, THEREFORE, BE IT ORDAINED** by the County Board of Kendall County that:

- 1). The above listed recitals are incorporated herein by reference.
- 2). The fee charged by the Sheriff of Kendall County for the Taking of Bond shall be set in the amount of \$50.00
- 3). This ordinance shall not supersede any other Ordinance enacted by the County Board of Kendall County which establishes or sets fees to be charged for other services provided by the Sheriff of Kendall County.

- 4). All supporting documents shall be public records and subject to public examination and audit.
- 5). This ordinance shall become effective immediately upon adoption by the County Board of Kendall County.

This ORDINANCE is hereby ADOPTED by the County Board of Kendall County, State of Illinois, on the \_\_\_\_\_ day of \_\_\_\_\_, 2020

\_\_\_\_\_  
 Scott R. Gryder-Kendall County Board Chairperson

I, Debbie Gillette, County Clerk in and said for County, in the State aforesaid, and the keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a ordinance adopted by the Kendall County Board, at its regularly scheduled meeting in Yorkville, Illinois, on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
 Debbie Gillette-County Clerk





790 West Frontage Road  
Suite 110  
Northfield, Illinois 60093  
(847) 441-4175 office

September 9, 2020

Tracy Page  
Business and HR Manager  
Kendall County Sheriff's Office  
1102 Cornell Lane  
Yorkville, Illinois, 60560

Dear Ms. Page:

The Kendall County Sheriff's Office generates revenue to support its operations through various sources, including fees. In 2014, the office undertook a study of the cost of performing services for which it charges fees. The intent was to identify activities operating at a loss so that the County could consider changing prices to levels that recover costs.

This letter is our report of an update of the 2014 study. With the passage of time and the incremental increase in operating costs, this study asked if the prices in place now are sufficient to reimburse the costs of the underlying activities.

We enclose findings on the cost of fee services the Kendall County Sheriff's Office.

These reports are based on 1) our review of the County's financial reports, 2) interviews with the staff of the Sheriff's Office and 3) reviews of the draft reports that we performed with you and Commander Wollwert.

Illinois law (55 ILCS 5/4-5001) allows the County Board to enact prices up to as high as the level of actual documented cost if a cost study such as this finds that the cost of services exceeds the price. These reports serve as an analysis to permit decisions by the Board about changing fee prices and they contain your office's recommendations to the Board.

### **Methodology**

Prior to our arrival, we reviewed the files that we prepared for the 2014 study (when we operated as "Fiscal Choice Consulting, LLC." That firm was acquired by MGT Consulting in 2019. We requested more current data on staffing and expenditures, which we loaded to the models before our initial onsite visit.

In the initial onsite visit, we reviewed the purpose of the study and walked Sheriff's Office staff through the types of data we would require. In the process, we identified some activities to add to the scope of work that the office chose not to review six years ago. We

asked staff to explain the time that it spends by job title to perform each of the fee activities.

The models for Sheriff and for Corrections follow a similar format. We describe the tables within each model in the sequence in which we present them in the models.

### **Cover Sheet**

This page provides contact information, should questions arise about this work in the future.

### **Customer Impact**

This page shows the findings comparing current prices to costs at the level of an individual customer.

Please see the footnote to the Corrections page. We are told that courts have held that indigent prisoners otherwise eligible for release on bond should not be held for inability to pay.

### **Budget Impact**

This page shows what the fiscal impact would be of setting prices to recover the cost of the work.

### **Direct Staff Effort**

This analyzes how staff is assigned to each activity. Reading across the row, one may see more than one entry, which documents that some services require the work of more than one job title. The office does not keep, nor does it need to keep timesheets. Good faith estimates are sufficient for time estimates. We validate the estimates in a few ways. First, no position may record more time on activities than it has available. Second, the sum of the team's effort has to appear reasonable and appropriate to you. Third, having done so many of these projects throughout Illinois, we were able to spot outlier time estimates for follow-up.

The analysis shows the effort by typical customer, as well as annual hours by activity for each service.

### **Indirect Expense**

Some of the office's expenses are associated with individuals that support the fee services indirectly. The laws governing this type of study allow such expenses to be considered as part of the bundle of costs associated with customer demand. We classify staff into Operations, Corrections, and Overhead. The cost of the Overhead group is prorated to Operations and Corrections based on the relative share of total cost that each represents. We have blacked out the compensation for individual employees in the name of privacy, but the data itself is in the electronic versions of the report, which we are providing to you.

We also include some countywide expense for the following service types: Auditing & Accounting, Administrative Services, Employee Health Insurance, Unemployment Compensation, Facilities Management, and Technology. Our file shows how we allocate those expenses, using proxy measures appropriate to how each service is consumed. For



example, Auditing & Accounting expense allocates based on percent of total County expenditure, and Facilities Management based on percent of square footage occupied.

### **Detail by Service**

Some counties prefer to set some prices that recover less than the full cost of the work, even though they are entitled to charge more. In these cases, the desire is at least to recover the cost of the staff time. This sheet divides cost into direct labor, allocated non-salary expense, indirect expense, and an allocation of fixed asset expense. Elsewhere in the table, but not printed, is a reconciliation of the expenses to the starting totals. That is a quality control step we take to verify that all expenses are flowing properly from source sheets to finding pages.

### **Assignable Hours**

Illinois law authorizing these studies references a Federal regulation for how to perform cost studies (2 CFR Part 200, formerly known as OMB Circular A87). Those regulations explain the use of an assignable, or "productive hours" calculation.

The goal of this calculation is to treat paid leave (vacation, sick leave, holiday, etc.) as an overhead cost to each hour worked. If, hypothetically, a person accrued up to 15 percent of all eligible workdays as paid leave, the hourly rate for that person should be their cost divided by 85 percent of their time, not by 100 percent of their time. Take the case of a position entirely engaged in fee work. Unless we followed this convention, fees would pay 85 percent of the cost of the position, and taxes would have to fund the other 15 percent. Using this method, fee customers are treated the same as taxpayers.

### **Appropriation**

It would not be practical to ask the cost of an item such as office supplies used in support of a given activity, because it is not customary to measure the use of office supplies at such a micro level. Instead, we allocate appropriation line item expenses based on each activity's share of total labor. We depart from that if and when a particular item is used differently. Any items receiving special allocations are shown with a blue shading for background to make them easier to identify at a glance.

### **Fixed Assets**

While it is not the norm for a county to depreciate capital assets (i.e., big ticket items that benefit multiple years, even if the asset was purchased in a prior year), we have found many Illinois county auditors who approve of this process. If one did not do so, then years with large expenses would need higher fee prices than years with lower prices. Using the accounting convention of amortization, we assign the costs of such items evenly throughout the many years in which those assets are in place.

### **Billed Services**

This is the place where the activities the study measures are listed. It includes the number of customers served, as well as the number of those customers that pay for the service. In some cases (e.g., serving civil papers for the States Attorney), the County would not charge another county agency for the service. By noting where this occurs, we develop a more appropriate estimate of the fiscal impact of setting prices at cost.

**Findings**

The Sheriff receives an appropriation that funds general operations, including civil process activities that are the majority of the services charged a fee. The office receives a separate appropriation for Corrections, which also has fee activity. Because the services that we reviewed fell into both of these groups, we developed separate cost findings for each division.

Even in areas where there are fee services, some customers (e.g., States Attorney civil papers, orders of protection) do not pay.

The one fee that we reviewed in Corrections was the taking of bond on process.

<b>Budget Impact</b>	<b>Revenue</b>	<b>Cost</b>	<b>Net Result</b>	<b>% Recovery</b>
Sheriff Operations	\$113,050	\$275,911	(\$162,861)	41%
Corrections	\$35,805	\$54,898	(\$19,093)	65%
<b>Total</b>	<b>\$148,855</b>	<b>\$330,809</b>	<b>(\$181,954)</b>	<b>45%</b>

<b>Customer Impact</b>	<b>Current Price</b>	<b>Cost</b>	<b>Net Result</b>	<b>% Recovery</b>
<b>Sheriff Operations</b>				
Civil process service / attempt (not incl. mileage)	\$45.00	\$70.16	(\$25.16)	64%
Execute / acknowledge real estate deed of sale	\$15.00	\$25.58	(\$10.58)	59%
Deputy hourly rate	\$66.66	\$77.06	(\$10.40)	87%
Return of process	\$14.50	\$19.07	(\$4.57)	76%
Replevins	\$150.00	\$159.41	(\$9.41)	94%
Warrants	\$0.00	\$77.54	\$(77.54)	0%
Sheriff Sale Cancellations	\$0.00	\$16.57	\$(16.57)	0%
Eviction Cancellations	\$0.00	\$20.71	\$(20.71)	0%
Second Defendant	\$10.00	\$75.19	\$(65.19)	13%
Take Notice/Mailings	\$10.00	\$74.57	\$(64.57)	13%
Alias Summons	\$0.00	\$79.33	\$(79.33)	0%
<b>Corrections</b>				
Take bond on process	\$35.00	\$53.66	(\$18.66)	65%

**We recommend that you revisit these findings every four or five years. Changes in technology, departmental process and appropriations can cause these findings to grow outdated. Unless you face more radical changes, we do not believe it is worth reviewing more often.**

**Thank you for the chance to be of service. Please call if you have questions.**

**Yours truly,**



**Bruce Cowans**

**Enclosures**

**Kendall County, Illinois  
Corrections fee study  
FY 2020**

**September 9, 2020**

**Final Report**

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**Kendall County, Illinois**

**Final Report**

**Customer  
Impact**

Corrections fee study  
FY 2020

Billed service name		Affect on Single Customer				
		Price	Cost	Price minus cost	Department Recommend	Final price decision
1	Take bond on process	\$35.00	\$53.66	-\$18.66	\$50.00	

**Notes:**

Indigent prisoners will not be held if unable to pay

Corrections fee study  
FY 2020

		Budget Impact (based on paid customers)				
Billed service name	Revenue (Price x Paid)	Cost	Price minus cost	Department Recommends	Final price decision	
<b>Total</b>	<b>\$ 35,805</b>	<b>\$ 54,898</b>	<b>\$ (19,093)</b>	<b>\$ 51,150</b>	<b>\$ -</b>	
<b>1</b>	<b>Take bond on process</b>	<b>\$35,805</b>	<b>\$54,898</b>	<b>\$ (19,093)</b>	<b>\$ 51,150</b>	

**Notes:**

Indigent prisoners will not be held if unable to pay

Position	Direct Staff Effort				
	Deputy	Sgt.	FT. Kitchen	Crt Security	FT Records Clerk
Assignable hours	58,232.59	10,276.34	1,666.22	9,997.34	1,666.22
Hours assigned to billed services	511.50	170.50	-	-	204.60
Other hours	57,721.09	10,105.84	1,666.22	9,997.34	1,461.62
Percent of time direct billed	0.9%	1.7%	0.0%	0.0%	12.3%
Cost per assignable hour	\$ 43.81	\$ 56.42	\$ 13.80	\$ 49.95	\$ 17.20

Name

Minutes per typical customer

1	Take bond on process	30.00	10.00			12.00
2						
	All other effort					

and	HOURS CONSUMED	Annual hours by service type				
1,023	Take bond on process	511.50	170.50	-	-	204.60
-		-	-	-	-	-
-	All other effort	57,721.09	10,105.84	1,666.22	9,997.34	1,461.62

Jail County, Illinois  
 Operations fee study  
 2020

	Position	Pt. Deputy	Admin
	Assignable hours	4,333.19	1,666.22
	Hours assigned to billed services	-	-
	Other hours	4,333.19	1,666.22
	Percent of time direct billed	0.0%	0.0%
	Cost per assignable hour	\$ 26.31	\$ 29.38

Name

1	Take bond on process		
2		0	
	All other effort		

and	HOURS CONSUMED		
1,023	Take bond on process	-	-
-		0	-
-	All other effort	4,333.19	1,666.22



Total

\$ 1,748,730

<b>Departmental Administration</b>	Cost	% Admin	Overhead cost
Allocation of Department Admin	\$ 941,301	46%	\$ 434,329
Total			434,329

**Calculation of Departmental Administration**

Employee Name	Title	Operations	Corrections	Overhead
	Sheriff Operations payroll	4,488,041		
	Corrections payroll		3,844,969	
Baird, Dwight	Sheriff			
Richardson, Bobby	Undersheriff			
Peters, Mike	Chief Deputy			
Russo, Jeanne	Commander			
Langston, Jason	Commander			
Curry, William	Deputy Commander			
Hattan, Mitch	Deputy Commander			
Bowen, Lisa	Administrative Manager			
Page, Tracy	Business / HR Manager			
	Direct	4,488,041	3,844,969	941,301
	%	53.9%	46.1%	
	Allocated Overhead	506,971	434,329	

County Administration	2020 Budget	Allocation		
		Method	Sheriff	Jail
Auditing & Accounting	55,150	1	11,735	9,453
Administrative Services	351,453	1	74,781	60,241
Employee Health Insurance	5,150,200	2	1,105,429	864,014
Unemployment Compensation	35,000	2	7,512	5,872
Facilities Management	1,054,704	3	94,170	253,535
Technology	707,600	1	150,560	121,286
			1,444,187	1,314,400

County Administration Allocation Methods		
<b>Allocation Method 1: Expenditures</b>		
Sheriff	6,163,317	21.28%
Jail	4,964,965	17.14%
General Fund Total	28,966,287	
<b>Allocation Method 2: FTE</b>		

Jail	70,000	24.04%
<b>General Fund Total</b>	<b>291,200</b>	

**Kendall County, Illinois**  
**Corrections fee study**  
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**Detail by service**

#	Name	Direct Labor	Allocated non-salary expenses	Indirect expense allocation	Allocation of Fixed Assets	Total
1	Take bond on process	\$ 35,547	\$ 398	\$ 17,651	\$ 1,302	\$ 54,898
Last	All other effort	\$ 3,809,421	\$ 796,106	\$ 1,731,079	\$ 127,643	\$ 6,464,249

**Kendall County, Illinois**  
**Corrections fee study**  
**FY 2020**

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**Assignable hours**

<b>Item</b>	<b>Sheriff</b>	<b>Management</b>	<b>Sworn</b>	<b>Civilian</b>
Hours per day	8.00	8.00	8.50	7.50
Annual days paid	260.00	260.00	260.00	260.00
Base hours	2,080.00	2,080.00	2,210.00	1,950.00
Typical overtime hours per year	-	-	44.22	44.22
<b>Annual hours paid</b>	<b>2,080.00</b>	<b>2,080.00</b>	<b>2,254.22</b>	<b>1,994.22</b>
<b>Paid time off hours accrual</b>				
Vacation	-	120.00	127.50	120.00
Holiday	336.00	112.00	119.00	112.00
Training, meetings	-			-
Sick Leave	-	96.00	96.00	96.00
Other			199.00	
<b>Annual hours of deductions</b>	<b>(336.00)</b>	<b>(328.00)</b>	<b>(541.50)</b>	<b>(328.00)</b>
<b>Assignable hours per year</b>	<b>1,744</b>	<b>1,752</b>	<b>1,713</b>	<b>1,666</b>

Kendall County, Illinois  
 Corrections fee study  
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Appropriation

Accounting Code Description	Amount	1	125
		Take bond on process	All other effort
		Percent of labor	1.01%
<b>Total</b>	\$ 796,504	\$ 398.15	\$ 796,106
010-2-010-6215 Contractual Services/Consultants	\$ 432,264	-	\$ 432,264
010-2-010-6455 Medical Expenses	\$ 50,288	-	\$ 50,288
010-2-010-6456 Food Service	\$ 2,000	-	\$ 2,000
			\$ -
<b>ALLOCATED EXPENSE FROM SHERIFF OPERATIONS</b>			
0102-009-6202 Books/Subscriptions	\$ 95	0.96	\$ 94
0102-009-6204 Conferences/Dues	\$ 6,969	70.34	\$ 6,898
0102-009-6206 Training		-	\$ -
0102-009-6207 Cellular Phone		-	\$ -
0102-009-6215 Contractual Services		-	\$ -
0102-009-6216 Equipment Maintenance	\$ 6,400	64.60	\$ 6,335

Asset Class	Operations	Jail
Buildings	213,444	125,093
Vehicles	91,049	
Equipment	38,838	3,852
<b>Total</b>	<b>343,332</b>	<b>128,944</b>

**BUILDINGS**

YEAR	ADDRESS	OCCUPANCY	COST	EQUIPMENT IN BUILDING	USEFUL LIFE	DEPRECIATION 2020
1986	2600 Light	Sheriff/Satellite Office		559	30	-
1998	1102 Corn	Public Safety Center	12,533,729	911,109	30	208,895.48
2000	78 Hillston	Sheriff/Satellite Office	13,417	711	30	223.62
2012	Public Safety Basement	Public Safety Center	168,677		39	4,325.05
2002	1002 Corn	Jail Expansion-Est. Start Date Spring 2004/Completion Est. Fall 2007	5,000,000	-	30	83,333.33
2005	Jail	Jail expansion project	2,936,651		39	37,649.37
2006	Jail	JAIL EXPANSION	7,967		39	102.14
2006	Jail	JAIL EXPANSION	11,318		39	145.10
2006	Jail	JAIL EXPANSION	126,789		39	1,625.50
2006	Jail	Jail expansion	6,959		39	89.22
2007	JAIL	JAIL EXPENSION	167,558		39	2,148.18
						<b>JAIL 125,092.</b>

**VEHICLES**

RCHAS DATE	MAKE	MODEL	YEAR	COST	USEFUL LIFE	YEAR PURCHASED	DEPARTMENT	Depr Ex
1985	Chevrolet	CP31042 Truck	1985	7,000	8	1985	Sheriff-SRT Van	-
1991	Pontiac	Grand Prix	1991	16,000	8	1991	Sheriff-CPAT	-
1993	Chevrolet	Lumina Euro Coupe	1993	12,500	8	1993	Sheriff	-
1995	Ford	Crown Victoria 4 Door	1995	18,000	8	1995	Sheriff	-
1996	Jeep	Cherokee 4 Door	1996	23,000	8	1996	Sheriff	-
1997	Ford	Crown Victoria 4 Door	1997	21,000	8	1997	Sheriff	-

1998	Ford	Crown Victoria 4 Door	1998	22,000	8	1998	Sheriff
1999	Ford	Model E-350 Van	1999	20,000	8	1999	Sheriff
1999	Ford Nations	Crown Victoria 4 Door	1999	23,000	8	1999	Sheriff
2000	Trailers	Motorcycle Trailer	2000	6,000	8	2000	Sheriff
2000	Chevrolet	Monte Carlo 2 Door	2000	24,000	8	2000	Sheriff
2000	Chevrolet	LT 4WD, 4 Door	2000	26,000	8	2000	Sheriff
2000	Ford	Crown Victoria 4 Door	2000	22,500	8	2000	Sheriff
2000	Ford	Crown Victoria 4 Door	2000	22,500	8	2000	Sheriff
2001	Chevrolet	Impala 4 Door	2001	23,000	8	2001	Sheriff
2001	Chevrolet	Impala 4 Door	2001	23,000	8	2001	Sheriff
2001	Chevrolet	Impala 4 Door	2001	23,000	8	2001	Sheriff
2001	Ford	Crown Victoria 4 Door	2001	23,500	8	2001	Sheriff
2001	Ford	119 Expedition 4x4	2001	29,000	8	2001	Sheriff
2001	Chevrolet	Impala 4 Door	2001	23,000	8	2001	Sheriff
2001	Ford	138 Econoline Van	2001	19,000	8	2001	Sheriff- Corrections
2002	Chevrolet	4 Door	2002	17,997	8	2002	Sheriff
2002	Pontiac	Grand Prix 4 Door	2002	22,560	8	2002	Sheriff
2002	Chevrolet	Impala 5 Door	2002	18,249	8	2002	Sheriff
2002	Chevrolet	Impala 6 Door	2002	18,249	8	2002	Sheriff
2002	Chevrolet	Impala 7 Door	2002	18,249	8	2002	Sheriff
2002	Chevrolet	Impala 8 Door	2002	18,249	8	2002	Sheriff
2002	Chevrolet	Impala 9 Door	2002	18,249	8	2002	Sheriff
				-31,426			
2003	Chevrolet	Impala 5 Door	2003	17,328	8	2003	Sheriff
2003	Chevrolet	Impala 4 Door	2003	17,328	8	2003	Sheriff
2003	Chevrolet Harley		2003	17,328	8	2003	Sheriff
2004	Davidson	Motorcycle	2004	13,000	8	2003	Sheriff
2004	Harley Dav	Motorcycle	2004	13,000	8	2003	Sheriff
2004	Harley Dav	Motorcycle	2004	13,000	8	2003	Sheriff
2004	Harley Dav	Motorcycle	2004	13,000	8	2003	Sheriff
2005	Chevrolet	Impala - 4 Door		8,455	5	2005	Sheriff
2005		2 Squad Cars		34,126	5	2005	Sheriff
2005	UNIFIED	Utilmaster	2005	#####	5	2006	Sheriff
2005	Chevrolet	IMPALA	2005	18,455.00	5	2006	Sheriff
2006	CHEVROL	4 DR SEDAN	2006	17,953.05	5	2006	Sheriff
2006	CHEVROL	4 DR SEDAN	2006	17,953.05	5	2006	Sheriff
2007	CHEVROL	IMPALA	2007	17,853	5	2007	Sheriff
2007	CHEVROL	IMPALA	2007	17,853	5	2007	Sheriff
2007	DODGE	CHARGER	2007	21.062	5	2007	Sheriff



2008	CHEVROL IMPALA (6)	2008	114,572	5	2008	Sheriff
	Impala (3)		-38,191			
2008	Cheverlot Impala	2008	19,480	5	2008	Sheriff
2008	Cheverlot Impala	2008	17,163	5	2008	Sheriff
2009	Chevy Impala	2009	19,349	5	2009	Sheriff 3,869.
2009	Chevy Impala	2009	19,064	5	2009	Sheriff 3,812.
2009	Chevy Impala	2009	19,064	5	2009	Sheriff 3,812.
2009	Chevy Impala	2009	19,064	5	2009	Sheriff 3,812.
2009	Chevy Impala	2009	19,064	5	2009	Sheriff 3,812.
2009	Ford Mercury Milan-Dieppa	2006	2,837	5	2009	Sheriff 567.
2010	Chevy Impala	2010	20,159	5	2010	Sheriff 4,031.
2010	Chevy 4 impalas	2010	60,000	5	2010	Sheriff 12,000.
2010	Chevy Impala	2010	19,929	5	2010	Sheriff 3,985.
2010	Chevy Impala	2010	18,746	5	2010	Sheriff 3,749.
2010	Chevy Impala	2010	19,763	5	2010	Sheriff 3,952.
2011	Ford Expedition	2011	26,475	5	2011	Sheriff 5,295.
2011	Chevy Impala	2011	20,509	5	2011	Sheriff 4,101.
2011	Chevy Impala	2011	20,509	5	2011	Sheriff 4,101.
2011	Chevy Impala	2011	20,509	5	2011	Sheriff 4,101.
2012	Chevy Impala	2012	20,223	5		Sheriff 4,044.
2012	Chevy Impala	2012	20,705	5		Sheriff 4,141.
2012	Chevy Impala	2012	20,705	5		Sheriff 4,141.
2012	Chevy Impala	2012	20,705	5		Sheriff 4,141.
2012	Ford Expedition	2012	28,325	5		Sheriff 5,665.

**OPERATIONS 91,049.**

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ITEM	DATE OF PURCHASE	COST	USEFUL LIFE	DEPARTMENT	CY DEPRECIATION
SOFTWARE UPGRADE	5/9/2006	32,826.00	3	Sheriff	-
LAPTOP	1/25/2006	9,595.00	5	Sheriff	-
FORENSIC CABINET	6/30/2006	15,453.41	5	Sheriff	-
SOFTWARE	7/19/2006	58,604.00	5	Sheriff	-
SOFTWARE	9/12/2006	15,355.95	5	Sheriff	-
SOFTWARE	9/12/2006	21,060.04	5	Sheriff	-
SOFTWARE	9/12/2006	5,375.89	5	Sheriff	-
FILING CABINET	8/31/2006	1,525.00	5	Sheriff	-
EQUIPMENT -CAR	1/6/2006	8,693.65	5	Sheriff	-
4 COMPUTERS	9/28/2006	19,438.19	5	Sheriff	-
SHFILING SYSTEM	11/5/2006	3,050.00	5	Sheriff	-

GIS SOFTWARE	1/25/2007	38,928.00	5	Sheriff	-
CAMERAS	2/22/2007	8,087.00	5	Sheriff	-
OVERHEAD CONSOLE UNIT	3/30/2007	5,211.50	5	Sheriff	-
LAW ENFORCEMENT EQUIPMENT	9/20/2007	40,000.00	5	Sheriff	-
Equipment	3/4/2008	6,360.00	5	Sheriff	48
Computer Equipment	4/12/2008	89,682.96	5	Sheriff	-
Equipment-Car	10/23/2008	13,454.47	5	Sheriff	-
Equipment-Car	7/3/2008	5,051.06	5	Sheriff	-
Law enforcement equipment	5/30/2008	7,646.99	5	Sheriff	-
Law enforcement equipment	4/14/2008	5,654.71	5	Sheriff	-
2 BTO Pan TB CF30 L7500 80Gb 1Gb XP	5/30/2008	7,632.00	5	Sheriff	-
Computer Software	5/14/2008	47,361.00	5	Sheriff	-
Shelving System	8/12/2008	8,205.00	5	Sheriff	-
Carpet	6/27/2009	13,580.85	10	Sheriff	1,358.
DST Digital Patroller	8/28/2009	#####	5	Sheriff	24,639.
Dell Power Edge R610 Rack Mount Server	8/28/2009	6,807.45	5	Sheriff	1,361.
Dell Power Vault MD 3000	8/28/2009	15,959.23	5	Sheriff	3,191.
Dell Power Vault MD 3000	8/28/2009	11,650.53	5	Sheriff	2,330.
11 Taser	7/30/2009	8,909.45	5	Sheriff	1,781.
11 Taser Camera	7/30/2009	4,531.45	5	Sheriff	906.
Copier	9/21/2010	7,300.00	5	Sheriff	1,460.
Base Station/License	1/26/2011	9,045.00	5	Sheriff	1,809.
				<b>OPERATIONS</b>	<b>38,838.</b>
Courthouse Video Bond	5/29/2009	7,320.50	5	Jail	1,464.
10 Jail Cameras	10/4/2010	11,937.00	5	Sheriff	2,387.
JAIL MANAG SYSTEM	3/15/2005	15,435.00	5	Sheriff	-
				<b>JAIL</b>	<b>3,851.</b>

**Kendall County, Illinois**

**Final Report**

**Billed Services**

**Corrections fee study  
FY 2020**

#	Name	Price	Annual Customers		
			Total	Paid	Difference
1	Take bond on process	\$ 35.00	1,023	1,023	-
Last	All other effort		-	-	-

*The customer count for Take Bond on Process is paying customers only*

	FTE	Salary	Assignable Hours	Group	Cost/hour
	<b>51.53</b>	<b>3,844,969</b>	<b>87,838.13</b>		
	<b>34.00</b>	<b>2,551,187</b>	<b>58,232.59</b>	3	
	<b>6.00</b>	<b>579,768</b>	<b>10,276.34</b>	3	
	<b>1.00</b>	<b>23,000</b>	<b>1,666.22</b>	4	
	<b>6.00</b>	<b>499,373</b>	<b>9,997.34</b>	4	
erk	<b>1.00</b>	<b>28,660</b>	<b>1,666.22</b>	4	
	<b>2.53</b>	<b>114,021</b>	<b>4,333.19</b>	3	
	<b>1.00</b>	<b>48,960</b>	<b>1,666.22</b>	4	

**Kendall County, Illinois  
Sheriff's Office  
FY 2020**

**July 9, 2020**

**Final Report**

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Sheriff's Office  
FY 2020

Impact

Billed service name	Affect on Single Customer					Final price decision
	Price	Cost of billed services	Price minus cost	Department Recommend		
Civil process service / attempt (not including mileage)	\$ 45.00	\$ 70.16	\$ (25.16)	\$ 65.00		64%
Execute / acknowledge real estate deed of sale	\$ 15.00	\$ 25.58	\$ (10.58)	20.00		59%
Deputy per hour for private events (2 hour minimum)	\$ 66.66	\$ 77.06	\$ (10.40)	75.00		87%
Return of process	\$ 14.50	\$ 19.07	\$ (4.57)	15.00		76%
Replevins	\$ 150.00	\$ 159.41	\$ (9.41)	155.00		94%
Warrants	\$ -	\$ 77.54	\$ (77.54)	75.00		0%
Sheriff Sale Cancellations	\$ -	\$ 16.57	\$ (16.57)	15.00		0%
Eviction Cancellations	\$ -	\$ 20.71	\$ (20.71)	20.00		0%
Second Defendant	\$ 10.00	\$ 75.19	\$ (65.19)	70.00		13%
Take Notice/Mailings	\$ 10.00	\$ 74.57	\$ (64.57)	70.00		13%
Alias Summons	\$ -	\$ 79.33	\$ (79.33)	70.00		0%

Notes:

Civil process fee shown does not include mileage charges. Those would apply in addition to figures shown.

Body attachment fee shown does not include mileage charges. Those would apply in addition to figures shown.

led service name	Budget Impact (based on paid customers)				
	Revenue (Price x Paid) *	Cost of billed services	Price minus cost	Department Recommends	Final price decision
<b>Total for billable services</b>	<b>\$ 113,050</b>	<b>\$ 275,911</b>	<b>\$ (162,861)</b>	<b>\$ 152,090</b>	<b>\$ -</b>
il process service / attempt (not including leage)	\$ 83,880	\$ 130,786	\$ (46,906)	\$ 121,160.00	
ecute / acknowledge real estate deed of sale	\$ 1,755	\$ 2,992	\$ (1,237)	\$ 2,340.00	
puty per hour for private events (2 hour nimum)	\$ 67	\$ 77	\$ (10)	\$ 75.00	
turn of process	\$ 27,028	\$ 35,554	\$ (8,526)	\$ 27,960	
plevins	\$ 300.00	\$ 318.83	\$ (18.83)	\$ 310.00	
arrants	\$ -	\$ 105,916	\$ (105,916)	\$ -	
eriff Sale Cancellations	\$ -	\$ 16.57	\$ (16.57)	\$ 15.00	
ction Cancellations	\$ -	\$ 20.71	\$ (20.71)	\$ 20.00	
cond Defendant	\$ 10.00	\$ 75.19	\$ (65.19)	\$ 70.00	
ke Notice/Mailings	\$ 10.00	\$ 74.57	\$ (64.57)	\$ 70.00	
as Summons	\$ -	\$ 79.33	\$ (79.33)	\$ 70.00	

ccess budget impact is based on paid papers (half of total). Some customers (e.g., States Attorney) do not pay charges are not included in the analysis above and should be added to these costs when making pricing decisions



Position	Cops	CPAT	Deputy	Det. Sgt.	Detective	Sgt.	Pt. Deputy	Training Coor
Assignable hours	6,850.89	3,425.45	53,094.42	1,712.72	10,276.34	8,563.62	77.50	1,666.22
Hours assigned to billed services	57.17	-	3,338.65	-	-	-	-	-
Other hours	6,793.73	3,425.45	49,755.77	1,712.72	10,276.34	8,563.62	77.50	1,666.22
Percent of time direct billed	0.8%	0.0%	6.3%	0.0%	0.0%	0.0%	0.0%	0.0%
Cost per assignable hour								

Minutes per typical customer

rice / attempt (not including mileage)	1.44		45.60					
wledge real estate deed of sale								
for private events (2 hour minimum)			60.00					
s			5.00					
			120.00					
			60.00					
ellations								
rtions								
nt			60.00					
lings								
			60.00					

Annual hours by service type

rice / attempt (not including mileage)	57.17	-	1,810.32	-	-	-	-	-
wledge real estate deed of sale	-	-	-	-	-	-	-	-
for private events (2 hour minimum)	-	-	1.00	-	-	-	-	-
s	-	-	155.33	-	-	-	-	-
	-	-	4.00	-	-	-	-	-
	-	-	1,366.00	-	-	-	-	-
ellations	-	-	-	-	-	-	-	-
rtions	-	-	-	-	-	-	-	-
nt	-	-	1.00	-	-	-	-	-
lings	-	-	-	-	-	-	-	-
	-	-	1.00	-	-	-	-	-
0	-	-	-	-	-	-	-	-
	6,793.73	3,425.45	49,755.77	1,712.72	10,276.34	8,563.62	77.50	1,666.22

<b>Position</b>	FT Civil Process
<b>Assignable hours</b>	1,666.22
<b>Hours assigned to billed services</b>	1,041.51
<b>Other hours</b>	624.71
<b>Percent of time direct billed</b>	62.5%
<b>Cost per assignable hour</b>	

<b>Service / attempt (not including mileage)</b>	12.96
<b>Witness real estate deed of sale</b>	30.00
<b>Service for private events (2 hour minimum)</b>	
<b>Depositions</b>	15.00
	5.00
<b>Mediations</b>	20.00
<b>Conferences</b>	25.00
<b>Document production</b>	
<b>Traveling</b>	90.00
	5.00

<b>UNBILLED</b>	
<b>Service / attempt (not including mileage)</b>	514.51
<b>Witness real estate deed of sale</b>	58.50
<b>Service for private events (2 hour minimum)</b>	-
<b>Depositions</b>	466.00
	0.17
	-
<b>Mediations</b>	0.33
<b>Conferences</b>	0.42
<b>Document production</b>	-
<b>Traveling</b>	1.50
	0.08
<b>Total</b>	0
	624.71

Total \$ 1,951,158

Administration	Cost	% Admin	Overhead cost
Department Admin	\$ 941,301	54%	\$ 506,971
Total			506,971

**Departmental Administration**

Name	Title	Operations	Corrections	Overhead
	Sheriff Operations payroll	\$4,488,041.45		
	Corrections payroll		3,844,969	
	Sheriff			
	Undersheriff			
	Chief Deputy			
	Commander			
	Commander			
	Deputy Commander			
	Deputy Commander			
	Administrative Manager			
	Business / HR Manager			
	Direct	4,488,041	3,844,969	941,301
	%	53.86%	46.14%	
	Allocated Overhead	506,971.31	434,329.49	

			Total	\$ 1,951,158
ation	2020 Budget	Allocation		Jail
		Method	Sheriff	
iting	55,150	1	11,735	11,735
ervices	351,453	1	74,781	74,781
nsurance	5,150,200	2	1,105,429	1,105,429
ompensation	35,000	2	7,512	7,512
ment	1,054,704	3	94,170	94,170
	707,600	1	150,560	150,560
			1,444,187	1,444,187

County Administraton Allocation Methods		
<b>Allocation Method 1: Expenditures</b>		
Sheriff	6,163,317	21.28%
Jail	4,964,965	17.14%
General Fund Total	28,966,287	
<b>Allocation Method 2: FTE</b>		
Sheriff	65.25	21.46%
Jail	51.00	16.78%
General Fund Total	304.00	
<b>Allocation Method 3: Square Feet</b>		
Sheriff	26,000	8.93%
Jail	70,000	24.04%
General Fund Total	291,200	

Name	Direct Labor	Allocated non-salary expenses	Indirect expense allocation	Allocation of Fixed Assets	Total
Civil process service / attempt (not including mileage)	\$ 104,728	\$ 3,431	\$ 52,221	\$ 6,752	\$ 167,132
Execute / acknowledge real estate deed of sale	\$ 1,400.02	\$ 84.26	\$ 1,282.51	\$ 225.67	\$ 2,992.46
Deputy per hour for private events (2 hour minimum)	\$ 49.40	\$ 1.87	\$ 21.92	\$ 3.86	\$ 77.06
Return of process	\$ 18,827	\$ 1,345	\$ 13,622	\$ 1,761	\$ 35,554
0	\$ -	\$ -	\$ -	\$ -	\$ -
0	\$ -	\$ -	\$ -	\$ -	\$ -
Replevins	\$ 202	\$ 10	\$ 91	\$ 16	\$ 319
0	\$ -	\$ -	\$ -	\$ -	\$ -
Warrants	\$ 67,487	\$ 3,212	\$ 29,947	\$ 5,270	\$ 105,916
Sheriff Sale Cancellations	\$ 8	\$ -	\$ 7	\$ 1	\$ 17
Eviction Cancellations	\$ 10	\$ -	\$ 9	\$ 2	\$ 21
Second Defendant	\$ 49	\$ -	\$ 22	\$ 4	\$ 75
Take Notice/Mailings	\$ 36	\$ -	\$ 33	\$ 6	\$ 75
Alias Summons	\$ 51	\$ -	\$ 24	\$ 4	\$ 79
All other effort	\$ 4,295,195	\$ 339,294	\$ 1,853,878	\$ 326,214	\$ 6,814,580

Kendall County, Illinois  
 Sheriff's Office  
 FY 2020

Final Report

Assignable hours

Item	Sheriff	Management	Sworn	Civilian
Hours per day	8.00	8.00	8.50	7.50
Annual days paid	260.00	260.00	260.00	260.00
Base hours	2,080.00	2,080.00	2,210.00	1,950.00
Typical overtime hours per year	-	-	44.22	44.22
Annual hours paid	2,080.00	2,080.00	2,254.22	1,994.22
<b>Paid time off hours accrual</b>				
Vacation	-	120.00	127.50	120.00
Holiday	336.00	112.00	119.00	112.00
Training, meetings	-			-
Sick Leave	-	96.00	96.00	96.00
Other			199.00	
Annual hours of deductions	(336.00)	(328.00)	(541.50)	(328.00)
<b>Assignable hours per year</b>	<b>1,744</b>	<b>1,752</b>	<b>1,713</b>	<b>1,666</b>

Taking bond on process

e Description	Hours	Civil process	Execute /	Deputy per	Return of	Replevins	Warrants	All other effort	Taking
		service / attempt (not including mileage)	acknowledge real estate deed of sale	hour for private events (2 hour minimum)					
		2,382.00	58.50	1.00	621.33	4.17	1,366.00	84,562.28	886.60
	Percent of labor	1.35%	0.03%	0.00%	0.35%	0.00%	0.77%	47.82%	0.50%
<b>Total</b>	\$ 467,067	\$ 3,430.75	\$ 84.26	\$ 1.87	\$ 1,344.64	\$ 9.80	\$ 3,211.85	\$ 339,293.61	\$1,918.72
Books/Subscriptions	\$ 413	5.56	0.14	-	1.45	0.01	3.19	197.50	2.07
Conferences/Dues	\$ 24,678	332.42	8.16	-	86.71	0.58	190.63	11,801.10	123.73
Training	\$ 49,094	661.31	16.24	0.28	172.50	1.16	379.24	23,476.90	246.15
Cellular Phone	\$ 9,585	129.11	3.17	0.05	33.68	0.23	74.04	523.51	48.06
Contractual Services	\$ 56,690	763.63	18.75	-	199.19	1.34	437.92	27,109.33	284.23
Equipment Maintenance	\$ 19,900	268.06	6.58	0.11	69.92	0.47	153.72	9,516.24	99.77
Vehicle Maintenance	\$ 51,282	-	-	0.29	-	-	-	109,999.46	-
Printing	\$ 1,724	23.22	0.57	-	6.06	0.04	13.32	824.42	8.64
Weapons/Ammunition	\$ 19,695	-	-	0.11	-	0.46	152.14	6,999.97	-
Contract Expenses	\$ 33,025	444.86	10.93	-	116.04	0.78	255.11	15,792.66	165.58
Drug Testing	\$ 2,036	27.43	0.67	0.01	7.15	0.05	15.73	973.62	10.21
Canine Expenses	\$ 2,000	-	-	-	7.03	0.05	15.45	1,324.80	10.03
Office Supplies	\$ 8,340	112.34	2.76	0.05	29.30	0.20	64.42	3,988.21	41.81
Postage	\$ 3,600	48.49	1.19	-	12.65	0.08	27.81	1,721.53	18.05
Fuel	\$ 126,000	-	-	0.71	442.72	2.97	973.32	92,735.91	631.73
Uniforms	\$ 25,053	337.47	8.29	0.14	88.03	0.59	193.53	11,980.42	125.61
Police Supplies	\$ 20,552	276.84	6.80	0.12	72.21	0.48	158.76	9,828.03	103.04
Major Crimes Taskforce	\$ 1,500	-	-	-	-	0.04	11.59	1,000.00	-
Investigations	\$ 9,900	-	-	-	-	0.23	76.48	7,500.00	-
Special Response Team	\$ 2,000	-	-	-	-	0.05	15.45	2,000.00	-
		-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-



Asset Class	Operations	Corrections
Buildings	213,444	125,093
Vehicles	91,049	
Equipment	38,838	3,852
<b>Total</b>	<b>343,332</b>	<b>128,944</b>

ADDRESS	OCCUPANCY	COST	EQUIPMENT IN BUILDING	USEFUL LIFE	DEPRECIATION 2020	
2600 Light Rd, Sheriff/Satellite Office			559	30	-	
1102 Cornell, Y Public Safety Center		12,533,729	911,109	30	208,895.48	
78 Hillstone, N Sheriff/Satellite Office		13,417	711	30	223.62	
<b>Public Safety</b>						
Basement	Public Safety Center	168,677		39	4,325.05	
						<b>OPERATIONS 213,444.15</b>
1002 Cornell, Y Jail Expansion-Est. Start Date Spring 2004/Completion Est. Fall 200?		5,000,000	-	30	83,333.33	
Jail	Jail expansion project	2,936,651		39	37,649.37	
Jail	JAIL EXPANSION	7,967		39	102.14	
Jail	JAIL EXPANSION	11,318		39	145.10	
Jail	JAIL EXPANSION	126,789		39	1,625.50	
Jail	Jail expansion	6,959		39	89.22	
JAIL	JAIL EXPENSION	167,558		39	2,148.18	
						<b>JAIL 125,092.84</b>

MAKE	MODEL	YEAR	COST	USEFUL LIFE	YEAR PURCHASED	DEPARTMENT	Depr Exp
Chevrolet	CP31042 Truck	1985	7,000	8	1985	Sheriff-SRT Van	-
Pontiac	Grand Prix	1991	16,000	8	1991	Sheriff-CPAT	-
Chevrolet	Lumina Euro Coupe	1993	12,500	8	1993	Sheriff	-
Ford	Crown Victoria 4 Door	1995	18,000	8	1995	Sheriff	-
Jeep	Cherokee 4 Door	1996	23,000	8	1996	Sheriff	-

Ford	Crown Victoria 4 Door	1998	22,000	8	1998	Sheriff	-
Ford	Crown Victoria 4 Door	1998	22,000	8	1998	Sheriff	-
Ford	Crown Victoria 4 Door	1998	22,000	8	1998	Sheriff	-
Ford	Model E-350 Van	1999	20,000	8	1999	Sheriff	-
Ford	Crown Victoria 4 Door	1999	23,000	8	1999	Sheriff	-
Nations Trailers	Motorcycle Trailer	2000	6,000	8	2000	Sheriff	-
Chevrolet	Monte Carlo 2 Door	2000	24,000	8	2000	Sheriff	-
Chevrolet	LT 4WD, 4 Door	2000	26,000	8	2000	Sheriff	-
Ford	Crown Victoria 4 Door	2000	22,500	8	2000	Sheriff	-
Ford	Crown Victoria 4 Door	2000	22,500	8	2000	Sheriff	-
Chevrolet	Impala 4 Door	2001	23,000	8	2001	Sheriff	-
Chevrolet	Impala 4 Door	2001	23,000	8	2001	Sheriff	-
Chevrolet	Impala 4 Door	2001	23,000	8	2001	Sheriff	-
Ford	Crown Victoria 4 Door	2001	23,500	8	2001	Sheriff	-
Ford	119 Expedition 4x4	2001	29,000	8	2001	Sheriff	-
Chevrolet	Impala 4 Door	2001	23,000	8	2001	Sheriff	-
Ford	138 Econoline Van	2001	19,000	8	2001	Sheriff- Corrections	-
Chevrolet	4 Door	2002	17,997	8	2002	Sheriff	-
Pontiac	Grand Prix 4 Door	2002	22,560	8	2002	Sheriff	-
Chevrolet	Impala 5 Door	2002	18,249	8	2002	Sheriff	-
Chevrolet	Impala 6 Door	2002	18,249	8	2002	Sheriff	-
Chevrolet	Impala 7 Door	2002	18,249	8	2002	Sheriff	-
Chevrolet	Impala 8 Door	2002	18,249	8	2002	Sheriff	-
Chevrolet	Impala 9 Door	2002	18,249	8	2002	Sheriff	-
			-31,426				
Chevrolet	Impala 5 Door	2003	17,328	8	2003	Sheriff	-
Chevrolet	Impala 4 Door	2003	17,328	8	2003	Sheriff	-
Chevrolet		2003	17,328	8	2003	Sheriff	-
Harley Davidson	Motorcycle	2004	13,000	8	2003	Sheriff	-
Harley Davidson	Motorcycle	2004	13,000	8	2003	Sheriff	-
Harley Davidson	Motorcycle	2004	13,000	8	2003	Sheriff	-
Harley Davidson	Motorcycle	2004	13,000	8	2003	Sheriff	-
Chevrolet	Impala - 4 Door		8,455	5	2005	Sheriff	-
UNIFIED MOBI	2 Squad Cars		34,126	5	2005	Sheriff	-
UNIFIED MOBI	Utilumaster	2005	#####	5	2006	Sheriff	-
Chevrolet	IMPALA	2005	18,455.00	5	2006	Sheriff	-
CHEVROLET	4 DR SEDAN	2006	17,953.05	5	2006	Sheriff	-
CHEVROLET	4 DR SEDAN	2006	17,953.05	5	2006	Sheriff	-

DODGE	CHARGER	2007	21,062	5	2007	Sheriff	-
FORD	350 VAN	2007	19,542	5	2007	Sheriff	3,908.40
CHEVY	IMPALA	2008	21,009	5	2008	Sheriff	-
CHEVROLET	IMPALA (6)	2008	114,572	5	2008	Sheriff	-
	Impala (3)		-38,191				
Cheverlot	Impala	2008	19,480	5	2008	Sheriff	-
Cheverlot	Impala	2008	17,163	5	2008	Sheriff	-
Chevy	Impala	2009	19,349	5	2009	Sheriff	3,869.80
Chevy	Impala	2009	19,064	5	2009	Sheriff	3,812.83
Chevy	Impala	2009	19,064	5	2009	Sheriff	3,812.83
Chevy	Impala	2009	19,064	5	2009	Sheriff	3,812.83
Chevy	Impala	2009	19,064	5	2009	Sheriff	3,812.83
Ford	Mercury Milan-Dieppa	2006	2,837	5	2009	Sheriff	567.36
Chevy	Impala	2010	20,159	5	2010	Sheriff	4,031.89
Chevy	4 impalas	2010	60,000	5	2010	Sheriff	12,000.00
Chevy	Impala	2010	19,929	5	2010	Sheriff	3,985.80
Chevy	Impala	2010	18,746	5	2010	Sheriff	3,749.25
Chevy	Impala	2010	19,763	5	2010	Sheriff	3,952.60
Ford	Expedition	2011	26,475	5	2011	Sheriff	5,295.00
Chevy	Impala	2011	20,509	5	2011	Sheriff	4,101.78
Chevy	Impala	2011	20,509	5	2011	Sheriff	4,101.78
Chevy	Impala	2011	20,509	5	2011	Sheriff	4,101.78
Chevy	Impala	2012	20,223	5		Sheriff	4,044.60
Chevy	Impala	2012	20,705	5		Sheriff	4,141.00
Chevy	Impala	2012	20,705	5		Sheriff	4,141.00
Chevy	Impala	2012	20,705	5		Sheriff	4,141.00
Ford	Expedition	2012	28,325	5		Sheriff	5,665.00

**OPERATIONS 91,049.35**

ITEM	DATE OF PURCHASE	COST	USEFUL LIFE	DEPARTMENT	CY DEPRECIATION
SOFTWARE UPGRADE	5/9/2006	32,826.00	3	Sheriff	-
LAPTOP	1/25/2006	9,595.00	5	Sheriff	-
FORENSIC CABINET	6/30/2006	15,453.41	5	Sheriff	-
SOFTWARE	7/19/2006	58,604.00	5	Sheriff	-
SOFTWARE	9/12/2006	15,355.95	5	Sheriff	-
SOFTWARE	9/12/2006	21,060.04	5	Sheriff	-
SOFTWARE	9/12/2006	5,375.89	5	Sheriff	-

4 COMPUTERS	9/28/2006	19,438.19	5	Sheriff	-
SHELVING SYSTEM	11/5/2006	3,050.00	5	Sheriff	-
EQUIPMENT	8/23/2006	4,031.18	5	Sheriff	-
EQUIPMENT	9/5/2007	46,750.00	5	Sheriff	-
GIS SOFTWARE	1/25/2007	38,928.00	5	Sheriff	-
CAMERAS	2/22/2007	8,087.00	5	Sheriff	-
OVERHEAD CONSOLE UNIT	3/30/2007	5,211.50	5	Sheriff	-
LAW ENFORCEMENT EQUIPMENT	9/20/2007	40,000.00	5	Sheriff	-
Equipment	3/4/2008	6,360.00	5	Sheriff	-
Computer Equipment	4/12/2008	89,682.96	5	Sheriff	-
Equipment-Car	10/23/2008	13,454.47	5	Sheriff	-
Equipment-Car	7/3/2008	5,051.06	5	Sheriff	-
Law enforcement equipment	5/30/2008	7,646.99	5	Sheriff	-
Law enforcement equipment	4/14/2008	5,654.71	5	Sheriff	-
2 BTO Pan TB CF30 L7500 80Gb 1Gb XP	5/30/2008	7,632.00	5	Sheriff	-
Computer Software	5/14/2008	47,361.00	5	Sheriff	-
Shelving System	8/12/2008	8,205.00	5	Sheriff	-
Carpet	6/27/2009	13,580.85	10	Sheriff	1,358.09
DST Digital Patroller	8/28/2009	#####	5	Sheriff	24,639.60
Dell Power Edge R610 Rack Mount Server	8/28/2009	6,807.45	5	Sheriff	1,361.49
Dell Power Vault MD 3000	8/28/2009	15,959.23	5	Sheriff	3,191.85
Dell Power Vault MD 3000	8/28/2009	11,650.53	5	Sheriff	2,330.11
11 Taser	7/30/2009	8,909.45	5	Sheriff	1,781.89
11 Taser Camera	7/30/2009	4,531.45	5	Sheriff	906.29
Copier	9/21/2010	7,300.00	5	Sheriff	1,460.00
Base Station/License	1/26/2011	9,045.00	5	Sheriff	1,809.00
				<b>OPERATIONS</b>	<b>38,838.31</b>
Courthouse Video Bond	5/29/2009	7,320.50	5	Jail	1,464.10
10 Jail Cameras	10/4/2010	11,937.00	5	Sheriff	2,387.40
JAIL MANAG SYSTEM	3/15/2005	15,435.00	5	Sheriff	-
				<b>CORRECTIONS</b>	<b>3,851.50</b>

Kendall County, Illinois  
 Sheriff's Office  
 FY 2020

**Billed Services**

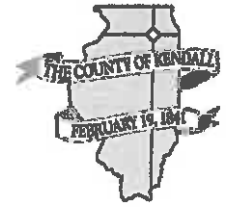
#	Name	Price	Annual Customers		
			Total	Paid	Difference
1	Civil process service / attempt (not including mileage)	\$ 45.00	2,382	1,864	518
2	Execute / acknowledge real estate deed of sale	15.00	117	117	-
3	Deputy per hour for private events (2 hour minimum)	66.66	1	1	-
4	Return of process	14.50	1,864	1,864	-
5	Replevins	150.00	2	2	-
6	Warrants	-	1,366	-	1,366
7	Sheriff Sale Cancellations	-	1	1	-
8	Eviction Cancellations	-	1	1	-
9	Second Defendant	10.00	1	1	-
10	Take Notice/Mailings	10.00	1	1	-
11	Alias Summons	-	1	1	-
12				-	-

	FTE	Salary	Assignable Hours	Group	Cost/hour
	<b>52.05</b>	<b>4,488,041</b>	<b>88,999.61</b>		
	4.00		6,850.89	3	
	2.00		3,425.45	3	
	31.00		53,094.42	3	
	1.00		1,712.72	3	
	6.00		10,276.34	3	
	5.00		8,563.62	3	
	0.05		77.50	3	
	1.00		1,666.22	4	
	1.00		1,666.22	4	
	1.00		1,666.22	4	



# **KENDALL COUNTY OFFICE OF THE SHERIFF**

Dwight A. Baird, Sheriff  
1102 Cornell Lane Yorkville Illinois 60560  
Phone: 630-553-7500 Fax: 630-553-1972  
www.co.kendall.il.us/sheriff



## **INTEROFFICE MEMORANDUM**

**To:** Law, Justice and Legislation Committee  
**From:** Commander Russo  
**Date:** 9/9/2020  
**Re:** Reallocation of Funds to Purchase Sheriff's App  
**Copies:** As needed

Keeping the public informed about current events and maintaining the transparency of the Sheriff's Office operations with the community has been critical in maintaining our strong relationship with the communities that we serve. It's more important than ever for us to share critical information with the community; due to the urgent situations that have been affected all of us, such as the COVID 19 pandemic and instances of civil unrest. The Kendall County Sheriff's Office currently uses a combination of social media, press releases and the Kendall County Website to provide critical information to the community and maintain community ties. We would like to be able to provide our communities this information in a more user friendly fashion by utilizing the "Sheriff's App".

The Sheriff's App is a mobile application that works with smart phones that has the capability to provide information to the public and give the public a method to communicate directly with the Kendall County Sheriff's Office. The Sheriff's app is a multifaceted application that can be used to get critical information out quickly in circumstances such as severe weather or threats to public safety. It can also be used to increase community relations by sharing information with the public about the day to day operations of the Sheriff's Department.

The Sheriff's App also has functionality that would allow the public to search for inmates, request information via the Freedom of Information Act, deposit money onto an inmate's account, quickly access the app for video visitation, access jail rules, get information on the location of registered sex offenders, submit crime tips, file citizen complaints, recognize the outstanding work of a Deputy, and retrieve information about fugitives.

The cost of the Sheriff's App is \$23,980 with annual costs of \$8,990.

Given the stated benefits, I would recommend the request for the initial purchase of \$23,980 be approved. I propose the initial purchase of the Sheriff's App be made by reallocating capital funds budgeted to purchase a retinal scanner. \$60,000 was budgeted for the purchase of a retinal scanner and supporting software. The retinal scanner was budgeted based upon the information available at the time however, research has revealed that the Sheriff's Office has existing software in place that supports the retinal scanner. Therefore, the purchase of the hardware required will only cost \$4,709 with no recurring costs, leaving a surplus of \$55,291. I further recommend that a portion of the recurring costs of \$8,990 be funded from the Commissary Fund.

Respectfully Submitted,

**Commander Jeanne Russo**  
Kendall County Sheriff's Office  
1102 Cornell Lane  
Yorkville, IL 60560



# AGREEMENT FOR SERVICES

Valid through 8/31/2020



## Kendall County Sheriff's Office

Sheriff Dwight A. Baird

Prepared by:

**Chase Watkins**

[cwatkins@thesheriffapp.com](mailto:cwatkins@thesheriffapp.com)

334.539.5885

August 12, 2020

[www.thesheriffapp.com](http://www.thesheriffapp.com) [info@thesheriffapp.com](mailto:info@thesheriffapp.com)

## **BACKGROUND**

TheSheriffApp.com develops custom iPhone and Android apps for law enforcement agencies around the country. With more custom apps for Law Enforcement agencies than any other developer, TheSheriffApp.com is the "App Developer of Choice".

## **DESCRIPTION**

TheSheriffApp.com works with progressive organizations to develop custom iPhone and Android apps to help harness the growing number of users that leverage mobile devices, when engaging with an organization. After initial discussions with Kendall County Sheriff's Office, TheSheriffApp.com has developed a mockup design of what could be developed for the Sheriff's Office.

## **PRELIMINARY DESIGN**

While the following mockup is only a draft, it is the intended baseline for the design based on conversations with TheSheriffApp.com and Kendall County Sheriff's Office. This design can change through the process without additional fees. It must be locked down prior to the development phase of the process.

## FEATURES

1. Contact Us
2. Press Releases
3. Sheriff's Welcome
4. Submit A Tip
5. Join Our Team
6. COVID-19 Module
7. Inmate Search / Recent Arrests  
(Appriss/VINE Integration)
8. Sex Offenders (Offender Watch Integration)
9. Most Wanted
10. Jail Information
11. Social Media Integration (Facebook +  
Twitter)
12. Unlimited Push Notifications
13. Multi-Channel Notifications
14. Weather / NWS Alerts
15. More



\*The above features are recommendations based on our experience, you will be able to add and remove at no extra cost prior to development.

Those that download the app will have the most up to date information from the Kendall County Sheriff's Office.

TheSheriffApp.com was created to help Sheriff Offices better communicate their messages to their organization and community. Our goal is to develop a core group of technology services that allows your organization to create, upload and share content specific to your organization for distribution to others around your county/Parish, State and around the world.

<b>SERVICE</b>	<b>TOTAL</b>
iOS Development (Apple App Store)	(one-time fee) \$7,495.00
Android Development (Google Play)	(one-time fee )\$7,495.00
Year One Appriss & OffenderWatch Integration Support & Maintenance	\$1,495.00
Year One Support & Maintenance	\$7,495.00
<b>Year One Total</b>	<b>\$23,980.00</b>
Subsequent Year Support and Maintenance	\$7,495.00
Subsequent Year Appriss & OffenderWatch Integration Support & Maintenance	\$1,495.00
<b>Total Annual Fee (Subsequent Years)</b>	<b>\$8,990.00</b>
* Pricing is based on a 3 year commitment	
<b>PUSH NOTIFICATIONS</b> <b>Multi-Channel Push Notifications</b> Agency may target communications to particular groups, and will provide TheSheriffApp.com with a list of selected groups, with a practical limit of twelve (12) groups. Can also include up to 3 private pin protected channels.	UNLIMITED INCLUDED

OPTIONAL SERVICE	TOTAL	CHECK BOX
<b>Marketing Kit A</b> <b>Includes:</b> <ul style="list-style-type: none"> <li>● Vertical 2.5' x 6' Banner Design</li> <li>● Seven Social Media Promo Graphics</li> <li>● Facebook + Twitter Cover Photo</li> <li>● Postcard Design</li> <li>● Business Card Design</li> <li>● Website Smart Banner</li> <li>● Press Release Template</li> </ul>	<del>\$995.00</del> (Waived) FREE	<input checked="" type="checkbox"/>
<b>Marketing Kit B</b> <b>Includes:</b> <ul style="list-style-type: none"> <li>● Marketing Kit A (Shown Above)</li> <li>● Printed + Shipped (1) Vertical 2.5' x 6' Banner</li> <li>● Printed + Shipped (1,000) Business Cards</li> <li>● Promo Video W/ Voiceover (60 Seconds)</li> </ul>	\$1,995.00	<input type="checkbox"/>
<b>Marketing Kit C</b> <b>Includes:</b> <ul style="list-style-type: none"> <li>● Marketing Kit A (Shown Above)</li> <li>● Promo Video W/ Voiceover (60 Seconds)</li> </ul>	\$995.00	<input type="checkbox"/>

TheSheriffApp.com proposes to develop an iPhone and Android app for Kendall County Sheriff's Office.

TheSheriffApp.com was created to help Sheriff's Offices better communicate with their respective community. Our goal is to develop a core group of technology services that allows your organization to create, upload and share content specific to your organization for distribution to others around your County, State and around the world.

**THIS AGREEMENT is made between OCV, LLC ("Host") having an address at 809 2nd Avenue, Opelika, AL, 36801 and:**

**Kendall County Sheriff's Office ("Customer") having a mailing address at 1102 Cornell Ln, Yorkville, IL 60560 and is effective from**

**Start Date: Date Customer Signs Proposal to End Date: Three Years Following Signature (Renewable Annually Thereafter)**

**1. SERVICES:** Host agrees to provide custom mobile app development services and support.

**2. BILLING AND PAYMENT:**

50% due when mockup of mobile app is approved, 50% due December 1st 2020. Terms (Net 30)

**Annual Maintenance / Subscription Payment Schedule - 2020 & Beyond**

Total Annual Maintenance / Subscription Fee - Annual fee billed annually on contract anniversary date.

**3. \*TERM AND TERMINATION:** This Agreement is effective as of the date of this Agreement and will extend for a period of 12 months.

\*At the end of the initial contract period, Host will contact the customer for a renewal confirmation. Confirmation is typically communicated through email or other electronic means. Host will also send a renewal invoice 30 days prior

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to the expiration of this agreement. Receiving the invoice without renewal confirmation does not lock the customer into renewal. Customer will have 30 days to decline renewal. Host retains ownership of all intellectual property rights associated with the services, its technology and any enhancements or modifications thereof.

**4. AMENDMENTS:** This Agreement may be supplemented, amended, or modified only by the mutual agreement of the parties. No supplement, amendment, or modification of this Agreement shall be binding unless it is in writing and signed by all parties.

**5. ACCEPTANCE OF TERMS:** Use of services provided by Host constitutes acceptance of the terms and conditions contained in this agreement and any amendments thereto.

## OCV, LLC TERMS AND CONDITIONS

**1. MOBILE APP CREATION AND REVIEW PERIOD:** Upon execution of this contract, the OCVapps team will go to work on designing and building your app(s). At the design phase, we will solicit your initial design ideas, existing graphics and logos and use any other existing asset that you have to set the direction. A mock up / prototype will be developed using graphics and be sent to you for approval/ review. This will happen prior to the start of coding. Upon electronic approval of the prototype images, OCV, LLC will begin coding your app (contingent on having all information from the customer).

Upon completion of the code, OCV will review and test the app at all levels. Once the app passes our internal review and processes, we will upload it to the Apple iTunes Store/Google Play store for official App review and release.

Upon acceptance of the app within the iTunes store/ Google Play store, we will notify you via email/phone. After the App is released in the stores we will train you how to use the control panel and how to update your app. **Total elapsed time estimate: ~ 45 - 60 days after all information is provided to Host project management staff.**

**2. OCV, LLC Features:** Features will be solidified after contract acceptance.

**3. CUSTOMER/OCV CONTROL:** An OCVapp exists in two parts: the "features" and "content". The features remain static in nature. The "content" is the update-able features that the client can update. OCV will work with your team to ensure that you can edit the "content" via RSS feeds and a custom web accessible control panel. Unless requested of OCV by the client, only the client can make changes to the content within the control panel.

**4. PUSH NOTIFICATION AND OTHER ALERT NOTIFICATIONS:** An OCVapp may be instrumented with a Push notification or other Alert terminology. OCV does not warranty, suggest, or advertise that an OCVapp is designed for life saving immediate warnings. The OCVapp push notification and alert systems are simply intended to give a central location for end users to see the latest information. While it will be the intent of a push notification to be delivered to your OCVapp, it is not something that can be guaranteed. Due to the technical limitations, multiple internet connections and outside factors that are out of the control of OCV, we suggest that our warnings will almost always be delivered in less than a minute. Some instances will show quicker and others slower. There is a chance that during a storm or other emergency, information may slow due to power outages, mobile phone network shortages or outages and many other factors. In severe situations, the feed may not



happen at all.

Note: Never assume that the end user has received the push notification. Due to the requirements of the marketplace, push notifications are opt-in services. A user can turn off the notifications at any time or uninstall the app.

**5. Warranties Disclaimer:** Due to the many links in the overall national and regional communication networks and infrastructure (national/regional cellular/mobile communication networks and their traffic management, land-phone lines and regional switching networks, power grids, etc.) all of which are completely outside the control or monitoring of OCV, OCV disclaims any and all warranties with respect to the Client's use of an App developed by OCV, direct or indirect, including but not limited to warranties of merchantability and fitness for a particular purpose. In no event shall OCV, its affiliates, business partners, service providers, employees, agents, representatives, or shareholders be liable to customer for any incidental, consequential, indirect, special, or punitive damages (including damages due to: service failures, business or service interruptions, etc.) for any aspect of its service outside of OCV's direct control.

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized representatives.

**Customer**

**OCV.LLC (TheSheriffApp.com)**

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Printed Name

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Printed Name

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Signature

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Signature

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Date