

COUNTY OF KENDALL, ILLINOIS
BUDGET & FINANCE COMMITTEE
Meeting Minutes for Thursday, August 13, 2020

Call to Order - Committee Chair Matt Kellogg called the Budget and Finance Committee to order at 6:17p.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
Amy Cesich	Here		
Scott Gryder		6:19p.m.	
Audra Hendrix	ABSENT		
Matt Kellogg	Here		
Matthew Prochaska	Here		

Others Present – Latreese Caldwell, Scott Koepfel

Approval of Agenda – Member Cesich made a motion to approve the agenda, second by Member Prochaska. **With three members present voting aye, motion passed by a vote of 3-0.**

Approval of Forwarding Claims for Final County Board Approval – Member Cesich made a motion to forward the claims to the County Board for final approval, second by Member Prochaska. **With four members present voting aye, the motion carried by a vote of 4-0.**

Department Head and Elected Official Reports – County Administrator Scott Koepfel reported that he is working on the CURES Act Program documentation for COVID-19 reimbursement, which is due by October 1, 2020. Koepfel hopes to have it submitted much earlier than the deadline. Koepfel briefed the committee on several items that he is requesting from the County Board:

1. Set Koepfel as the County Point of Contact for the County, and regarding documentation and approval of receipts for submission and reimbursement
2. Set Koepfel as the approval signature and authority for the County

Koepfel said that this would allow him to quickly approve and submit any receipts for reimbursement through the CURES Act Program.

Items from Other Committees – None

Items of Business

- *FY21 Budget Discussion* – Latreese Caldwell stated that she sent the parameters to Elected Officials and Department Heads on August 10th, stating the budget submission due date is August 28th. Caldwell stated this would allow two weeks to have the Budget books printed

and collated for the Budget Hearings the week of September 14th. There was consensus to hold hearings on September 16th and 18th from 8:30a.m. - 1:30p.m. Both COW and Budget Hearing agendas will be posted to ensure compliance with OMA in case all of the County Board wishes to attend hearings. Member Kellogg reminded the committee that all meetings including Budget Hearings will be held in the Historic Courthouse after September 3rd due to the County Office Building renovation projects. The regularly scheduled Finance Meeting on September 17th will be cancelled, and other Finance items (Claims) will be discussed and approved at the September 18th meeting.

Public Comment – None

Questions from the Media – None

Items for the August 18, 2020 County Board Meeting

- *Forwarding Claims for Final County Board Approval*

Executive Session – Not needed

Adjournment – Member Prochaska made a motion to adjourn the Budget and Finance Committee meeting, Member Gryder seconded the motion. **The meeting was adjourned at 6:35p.m. by a 4-0 vote.**

Respectfully submitted,

Valarie McClain
Administrative Assistant