

**COUNTY OF KENDALL, ILLINOIS**  
**BUDGET & FINANCE COMMITTEE**  
**Meeting Minutes for Thursday, July 11, 2019**

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**Call to Order**

Committee Vice Chair Matt Kellogg called the Budget and Finance Committee to order at 5:00p.m.

**Roll Call**

<b>Attendee</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
Amy Cesich	<b>ABSENT</b>		
Scott Gryder	Here		
Audra Hendrix	Here		
Matt Kellogg	Here		
Matthew Prochaska	<b>ABSENT</b>		

Staff Members Present: Scott Koepfel

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

**Approval of Claims** – Member Hendrix made a motion and Member Gryder seconded the motion to forward for approval of Claims in an amount not to exceed \$546,063.33, and Kendall County Health Department Claims in an amount not to exceed \$40,860.76, to the County Board. **With three members voting aye, the claims were approved to forward to the County Board for final approval by a vote of 3-0.**

**Department Head and Elected Official Reports** - None

**Items from Other Committees** – None

**Items of Business**

- *Discussion and Approval of FY20 Capital Plan Process and Capital Requests Form* – Scott Koepfel reviewed the FY20 Capital Plan process and the revised Capital Request form with the committee. Member Hendrix requested that these forms be distributed annually to Department Heads and Elected Officials so that they were continually aware of the process. Member Gryder suggested that the information be added to the County intranet page for Department Heads and Elected Official access throughout the year. Member Hendrix made a motion to forward the FY20 Capital Plan Process and Capital Requests Form to the County Board for approval, second by Member Gryder. **With three members present voting aye, the motion carried.**
  
- *Discussion and Approval of FY20 Budget Process Timeline* – Mr. Koepfel reviewed the process timeline with the committee. Member Hendrix made a motion to forward the

*FY20 Budget Process Timeline* to the Board for approval, second by Member Gryder.  
**With three members present voting aye, the motion carried.**

- *Discussion of Countywide Telephone Budget and Expense* – Item tabled to the July 25, 2019 Finance Committee meeting.

**Executive Session** – Not needed

**Items for the County Board**

*Approval of Claims in an amount not to exceed \$546,063.33, and Kendall County Health Department Claims in an amount not to exceed \$40,860.76*

*Approval of FY20 Capital Plan Process and Capital Requests Form*

*Approval of FY20 Budget Process Timeline*

**Adjournment** – Member Gryder made a motion to adjourn the Budget and Finance Committee meeting, Member Hendrix seconded the motion. **The meeting was adjourned at 7:28p.m. by a 3-0 vote.**

Respectfully submitted,

Valarie McClain  
Administrative Assistant and Recording Secretary