

**COUNTY OF KENDALL, ILLINOIS**  
**ECONOMIC DEVELOPMENT COMMITTEE**  
**Meeting Minutes for Friday, November 19, 2021**

**Call to Order**

The meeting was called to order by Committee Chair Dan Koukol at 8:07 a.m.

**Roll Call**

<b>Attendee</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
Amy Cesich	Present		
Scott Gryder	Absent		
Matt Kellogg	Absent		
Dan Koukol	Here		
Robyn Vickers	Present		

**Others Present:** Senior Planner, Matt Asselmeier, Ashley Hunt, Assistant Director Environmental Health, Jennifer Karales, Financial Analyst, County Administrator Scott Koepfel

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

**Approval of October 29, 2021 Meeting Minutes** – Member Cesich made a motion to approve the October 1, 2021 meeting minutes, second by Member Vickers. **With three members present voting aye, the motion carried by a vote of 3-0.**

**Committee Business**

- *Discussion of Future Land Uses Along Route 47 in Kendall and Lisbon Townships* – Matt Asselmeier provided information on the City of Morris Engineer’s location for water and sewer services and their plans to extend municipal services into Kendall County. The information stated that the water main currently extends to Minooka Road as shown on the map, and the sanitary sewer line has been recently extended to Airport Road to service the Proctor and Gamble facility. The City of Morris master plan for water and sewer has utilities being extended to the Kendall/Grundy County line. The City of Morris stated that if the right user desired to locate to Kendall County and it made financial sense to extend services, then the City would not be adverse to do so.

Mr. Asselmeier asked if the County planned to make the whole corridor as Mixed Use Business, or leave the zoning up to the municipalities. Mr. Asselmeier stated that it made sense to want some kind of coordination with the municipalities for water and sewer services.

Discussion on Route 47 access to Interstate 80 for businesses; and on the City of Morris’ discussions of expanding the airport with additional deliveries and semi-transport.

Member Cesich made a motion to forward with the Economic Development Committees positive recommendation, an amendment to the Future Land Uses zoning map along Route 47 in Kendall and Lisbon Townships to the January 2022 Committee of the Whole meeting, second by Member Vickers. **With three members present voting aye, the motion carried by a 3-0 vote.**

*Discussion of American Rescue Plan Act Small Business Grant Program* – Mr. Koepfel reported that round 1 of the non-profit grant program wrapped up at the November 16, 2021 Board meeting. Jennifer Karales is processing the final 4 grants and is reaching out to the organizations. A total of \$440,878.65 was granted to non-profits that serve Kendall County residents.

Discussion on the Small Business Grant Program. **There was consensus that the committee would like to review the program at their December meeting, and then present the program to the County Board for final approval on January 4, 2022.** If approved by the County Board, the program would launch on January 5, 2022.

- *Discussion of Pre-Application for Bite & Sauce* – Ashley Hunt, Assistant Director Environmental Health, explained the separate permits available:

**Temporary Food Event (TFE) Permit**

1. Used for preparing and serving food at a limited number of temporary or special events each year
2. Valid for a single event lasting up to fourteen days

**Mobile Food Vending Unit (MFVU) Permit**

1. Valid for a period of one-year, April 1<sup>st</sup> through March 31<sup>st</sup>
2. Corresponding fee and level of health department inspection based on the type of food and methods of food preparation involved

**Risk Type I:** Menu is restricted to commercially prepared and prepackaged frozen potentially hazardous foods. No food preparation involved. No sinks required. Example menu items: Ice Cream, frozen treats, frozen meats

**Risk Type II:** Menu is restricted to the limited preparation of non-potentially hazardous foods. An NSF approved integral handsink is required. Example menu items: Italian Ice, beverages, kettle corn, roasted corn, shaved ice, snow cones

**Risk Type III:** Menu is restricted to the limited preparation of potentially hazardous food products. No cooling and/or reheating of food products is allowed. An NSF approved integral handsink is required on the cart, as well as approved mechanical refrigeration and a three compartment sink. Example menu items: hot dogs

**OR**

Menu may consist of hot food items that are prepared, individually packaged, and labeled\* in a health department approved commissary and are hot held (or cold held) on the unit. No food handling is allowed except for the adding of commercially-prepared or departmental-approved condiments. No cooling and/or heating of cooked food products is allowed. As all of the food products are pre-packaged, no hand washing sinks or three-compartment sinks are required. Example menu items: sandwiches, hamburgers, burritos, tacos, salads, jello, meatless pizza slices.

Every food pre-packaged in advance of retail sale must bear the following information in English on its label:

1. The common and/or usual name of the product
2. The name, address and zip code of the manufacturer, processor, packer, preparer or distributor
3. The net contents of the package
4. A list of ingredients in the order of their predominance by weight with ingredients shown by their common or usual name
5. A list of any artificial flavor or preservative used

Ms. Hunt stated that there are two-steps involved in the Kendall County Permit Process, the Application and the Inspection process. Before applying, it is highly recommended that all prospective MFVU owners submit equipment specification sheets to the Health Department for review by a Sanitarian prior to purchasing the equipment, to ensure that it will meet code requirements. The equipment review can minimize, through proper design of a MFVU, the potential for operational violations that are commonly cited during routine health inspections.

Ms. Hunt went on to review the Kendall County Health Department Mobile Food Vending guidelines with the committee.

**Updates and Reports** – Scott Koepfel reported that the City of Yorkville has been discussing the addition of a Band Shell, in the square behind The Law Office and Rowdy’s for special events such as the Holiday Festival and Parade being held on November 19 & 20 this year.

Mr. Koepfel also reported that Oswego is developing a gigantic rental property at the intersection of Douglas and Wolf Roads.

**Tax Abatement:** Mr. Koepfel presented a draft 2021 Application for Tax Abatement, a draft Agreement for Abatement of Real Property Taxes, and a Property Tax Abatement Evaluation (Scoring) Guide for review by the committee. Koepfel stated that it would be beneficial to him and the county as they are in discussions with potential developers desiring to build in Kendall County.

**There was consensus that the committee would review the documents and have further**

**discussion regarding Tax Abatement policy, procedure, application and evaluation in December or January, and then forward the item to the Committee of the Whole or County Board for final discussion and approval.**

**Chairs Report** – Chair Koukol updated the committee on the Eldamain Road /Route 47 Project.

**Public Comment** – None

**Executive Session** – Not needed

**Adjournment** - Member Cesich made a motion to adjourn, second by Member Vickers.

There being no objection, the Economic Development Committee meeting was adjourned at 9:20 a.m. **With three members present voting aye, the motion carried by a vote of 3-0.**

Respectfully submitted,

Valarie McClain Administrative Assistant and  
Recording Secretary