



COUNTY OF KENDALL, ILLINOIS

COMMITTEE OF THE WHOLE

KENDALL COUNTY OFFICE BUILDING
2nd Floor Board Room; 111 W. Fox Street; Yorkville

Thursday, November 10, 2022 at 4:00PM
MEETING AGENDA

1. **Call to Order and Pledge of Allegiance**
2. **Roll Call to Establish a Quorum:** Scott Gryder (Chair), Matt Kellogg (Vice Chair), Amy Cesich, Brian DeBolt, Elizabeth Flowers, Scott Gengler, Judy Gilmour, Dan Koukol, Ruben Rodriguez, Robyn Vickers
3. **Approval of Agenda**
4. **Approval of October 13, 2022 Meeting Minutes**
5. **Approval of Claims**
6. **New Business**
 - *Discussion and Approval of Worker Compensation, Liability, Property, and Cyber Security Insurance Renewal*
 - *Discussion and Approval of Lit Communities as Low Bidder for ITB 20221013: Kendall County Broadband Grant Services*
 - *Discussion and Approval of an Ordinance Approving the Kendall County Fiscal Year 2022-23 Budget and Appropriations*
 - *Discussion and Approval of an Ordinance Approving Budget Amendment Number 2 for the Kendall County Fiscal Year 2021-22 Annual Budget and Appropriations*
 - *FY 22-24 ARPA Budget Discussion*
7. **Old Business**
 - *Discussion and Approval of an Ordinance Amending the County Board Rules of Order Pertaining to Committee Structure*
8. **Department Head and Elected Official Reports**
9. **Public Comment**
10. **Questions from the Media**
11. **Chairman's Report**
12. **Review Board Action Items**
13. **Executive Session**
14. **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
COMMITTEE OF THE WHOLE
Thursday, October 13, 2022 at 4:00 PM
Meeting Minutes**

Call to Order and Pledge of Allegiance - The meeting was called to order at 4:11 p.m. by County Board Chair Scott Gryder who led the Committee in the Pledge of Allegiance to the American Flag.

Roll Call

Board Member	Status	Arrived	Left Meeting
Amy Cesich	Present		
Brian DeBolt	Yes		
Elizabeth Flowers	Here	4:23	
Scott Gengler	Here		
Judy Gilmour	Here		
Scott Gryder	Yes		
Matt Kellogg	Yes		
Dan Koukol	Absent		
Ruben Rodriguez	Absent		
Robyn Vickers	Here		

Staff Present: Latreese Caldwell, Jennifer Karales, Scott Koeppel, Matt Asselmeier

Guests Present: Attorney Leslie Johnson, Jill Ferko, Attorney Judd Lofchie

Approval of Agenda – Motion made by Member Cesich, second by Member Gilmore. **With seven members present voting aye, the motion carried by a vote of 7-0.**

Approval of September 7, 2022, September 8, 2022, and September 15, 2022 Meeting Minutes – Motion made by Member DeBolt, second by Member Cesich. **With seven members present voting aye, the motion carried by a vote of 7-0.**

New Business

- *Discussion of Committee Structure and County Board Rules of Order* – Mr. Koeppel reported on the possible committee structure proposal he has been working on with Chair Gryder. (Included in packets page 11). This recommendation could help streamline the committee meetings to be more efficient. The new structure would have six committees with each committee meeting once a month, three liaisons, and a County Board Chair. Each member would have their own distinct duties.

The committee members shared their views and liked the structure of the plan but would further like to discuss it. With the direction from the committee Mr. Koeppel said he will adapt and change the Board Rules of Order and present this at the November COW meeting.

Motion made by Member Cesich to forward this item to the November COW meeting for further discussion based on the input today, second by Member Gilmore. **With eight members present voting aye, the motion carried by a vote of 8-0.**

From Human Resources & Administration Committee:

- *Discussion of Kendall County HR Department* – Member Flowers reported to the committee that the HR & Admin. Committee agreed on creating and centralizing a new HR Department but have questions on how it will be structured. (Included in packets page 12 – 15)

Mr. Koeppel mentioned that employees often say they don't know where to go for HR issues and by having a clearly defined HR Department this would elevate the confusion. He met with the States Attorney's office and Kane and DuPage County's Human Resource Departments to discuss their structure and best practices. After those discussions and other research, with the Administration staff he recommends changes to HR functions and presented to the committee four options (included in their packets.)

An organization chart was included in the committee's packets showing a great example of what a full HR best practices would look like.

After a discussion the majority of the committee were in favor of Option Four. They liked the idea of a centralized HR Department all in one place but there were concerns about the County's various departments and elected officials that already have an HR person but are not officially trained in HR responsibilities. Ms. Johnson, Assistant State's Attorney mentioned that she is seeing a lot of overlap in HR questions she is handling.

Mr. Koeppel thought the first step would be to draft a job description for an HR Director for the FY 23 budget.

Member Kellogg made a motion to forward the job description for the HR Director once it is drafted to the November COW meeting for discussion, second by Member DeBolt. **With eight members present voting aye, the motion carried by a vote of 8-0.**

- *Discussion & Approval of Kendall Area Transit 5310 Grant Application* – Mr. Koeppel asked to forward this to the County Board meeting on Tuesday, October 18th.

Member Gilmore made a motion to forward this item to the County Board meeting on October 18th, second by Member Gengler. With eight members present voting aye, the motion carried by a vote of 8-0.

From Planning, Building, & Zoning Committee:

- *Discussion of Petition 22-01, a Request from Jose and Silvia Martinez for a Special Use Permit for a Landscaping Business, Variance to Section 7:01.D.30.b to Allow a Landscaping Business a Non-State, County, or Collector Highway as Defined by the Kendall County Land Resource Management Plan,*

and Variance to Section 11:02.F.7.b of the Kendall County Zoning Ordinance to Allow a Driveway Zero Feet from the Southern Property Line at 1038 Harvey Road (PINs: 03-12-100-004 and 03-12-100-013) in Oswego Township; Property is Zoned A-1 Agricultural District – Mr. Asselmeier briefed the committee on the background of the petition starting from 2018 when the petitioners bought the property. The petitioner was cited for violating a zoning ordinance in 2019 when he built a landscaping business without a special use permit. He later installed a driveway without a permit and received violations for junk and debris. The court fined him \$32,800. He has since filed for a special use permit and was granted an access permit from Oswego, and he applied for a storm water management permit.

Mr. Asselmeier stated the special use permit was approved that a landscaping business could go on this property but there are concerns that the petitioner would not comply with the 25 proposed conditions. He asked the committee if they want to approve the special use permit to forward to the County Board for discussion.

The Petitioner’s attorney Judd Lofchie presented past facts to the committee. His client’s previous attorney failed to apply for the special use permit and Village of Oswego gave him conflicting information regarding the driveway permit. Mr. Lofchie stated he and his client are working hard to solve these issues. The fines have not been paid due to personal family issues but his client would like to work something out with the County.

Member Gengler made a motion to forward this item to the County Board agenda on Tuesday October 18th, second by Member Vickers.

Roll Call Vote:

Attendee	Status
Matt Kellogg	Yes
Scott Gengler	Yes
Brian DeBolt	Yes
Judy Gilmore	Yes
Scott Gryder	Yes
Amy Cesich	Yes
Elizabeth Flowers	Yes
Robyn Vickers	Yes

With eight members present voting aye, the motion carried by a vote of 8-0.

From Law Justice & Legislation Committee

- *Discussion of Petition 22-01, a Resolution supporting continued Efforts to Resolve Public Safety Concerns with the Safe-T Act –* Mr. Koepfel briefed the committee that the Resolution is for the County Board to ask the Governor and the General Assembly to work with public representatives and community stakeholders to make changes to the Act. This is not related to the lawsuit. (Included in their packets.)

Member Gilmore made a motion to forward this item to the County Board meeting on Tuesday, October 18th second by Member DeBolt. **With eight members present voting aye, the motion carried by a vote of 8-0**

From Economic Development Committee

- *Discussion of CPACE Program* – Mr. Koepfel gave a brief description of the CPACE program with the committee. (Included in their packets.) The committee discussed changes they requested to the contract but nothing could be agreed upon. After a lengthy discussion the committee decided to table the program.

Motion made by Member Kellogg to table the CPACE program indefinitely, second by Member Gengler.

Roll Call Vote:

Attendee	Status
Matt Kellogg	Yes
Scott Gengler	Yes
Brian DeBolt	Yes
Judy Gilmore	Yes
Scott Gryder	Yes
Robyn Vickers	Yes
Amy Cesich	Yes
Elizabeth Flowers	Yes

With eight members present voting aye, the motion carried by a vote of 8-0.

- *Discussion of Chicago Regional Economic Development Organization* – Mr. Koepfel gave a brief overview of this collaboration (included in packets). The proposed annual cost allocation for uncovered budget for Kendall County would be \$11,000 per year for three years. The committee thought this would be a good long term plan but were not sure about the return on investment. Mr. Koepfel said three things would need to be ready before it goes to the County Board meeting. The committee decided to hold off on this for now.

Motion made by Cesich not to commit to the funding for this item, second by Member Flowers. **With eight members present voting aye, the motion carried by a vote of 8-0.**

Old Business – None

Elected Official and Department Head Reports - None

Public Comment – Project Green light

Questions from the Media – None

Chairman’s Report – None

Board Action Items -

- Kendall Area Transit 5310 Grant
- Safety Act Resolution
- 1038 Harvey Road - EBZ item

Executive Session - None

Adjournment – Member Cesich made a motion to adjourn the meeting, second by Member Flowers. **With eight members present voting aye, the meeting adjourned at 5:46 p.m.**

Respectfully Submitted,

Sandy Washkowiak
Administrative Assistant

EXHIBIT A — BID SUBMISSION COVER SHEET

ITB Number & Name ITB 20221013: Kendall County Broadband Grant Services

Bidder Name (printed) Lit Communities Broadband Inc

Address : 3500 Blue Lake Dr, Ste 225 **City, State, Zip:** Vestavia, AL 35243

Bid Clarification Contact Person: Julian Redman **Telephone:** (509) 505-0688

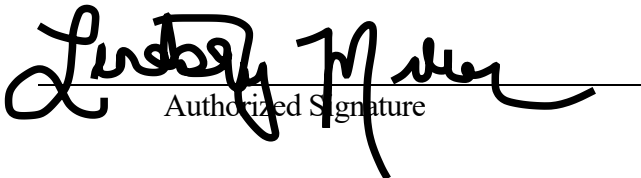
Email: jredman@litcommunities.net

State of Incorporation: Delaware **Entity Type:** Inc

Federal Employer Identification Number (FEIN): 84-3718773

Any individual signing below hereby certifies they are an authorized representative of Bidder and that:

1. Bidder understands and accepts the requirements of this ITB and all Bidding Documents. By submitting a Bid, Bidder agrees to be bound by all requirements and terms and conditions set forth in the Bidding Documents.
2. Bidder acknowledges receipt of any and all Addenda to this ITB.
3. Bidder certifies all contents of the Bid (including any other forms or documentation, if required under the Bid Documents), and this Bid Submission Cover Sheet are truthful and accurate and have been prepared independently from all other Bidders, and without collusion, fraud, or other dishonesty.
4. Subject to acceptance by a majority vote of the Kendall County Board, the Bidder acknowledges that by submitting this Bid offer and signing in the space below, the Bidder is contractually obligated to comply with all items in the Bidding Documents.


Authorized Signature

10/26/2022
Date

Lindsay Miller, President of Lit Consulting
(Printed Name and Title)

lmiller@litcommunities.net
Email Address

EXHIBIT B - Bid Form

BIDDER'S NAME: Lit Communities Broadband Inc

KENDALL COUNTY ITB NUMBER: ITB 20221013

ITB PROJECT NAME: Kendall County Broadband Grant Services

1. **COST OF WORK:** The undersigned Bidder having familiarized themselves with the conditions affecting the cost of the work and its performance and having carefully examined and fully understood the Bidding Documents, hereby affirms and agrees to enter into a contract with Kendall County, Illinois to provide all supervision, labor, material, equipment, and all other expense items to perform completely the entire work covered by all specifications for the entire work

FOR THE LUMP SUM OF Forty-seven thousand five hundred Dollars (\$ 47,500).

[Please include a breakdown of unit and total prices for items as required as an attachment to this Bid Form.]

2. **COSTS:** The undersigned hereby affirms and states that the prices quoted herein constitute the total cost to Kendall County, Illinois for all work involved in the respective items and that this cost also includes all insurance, royalties, transportation charges, use of all tools and equipment, overhead expense, all profits, and all other work, services, and conditions necessarily involved in the work to be done and materials to be furnished in accordance with the requirements of the Bidding Documents.

3. **PROFESSIONAL REFERENCES:** The undersigned shall provide at least three (3) professional references that can provide Kendall County, Illinois with information regarding the bidder's experience with this type of project, and these professional references are attached to this Bid Form.

4. **BID BOND:** All bidders are required to submit a bid surety with their Bid. The amount of the bid surety shall be ten percent (10%) of the total bid price. The undersigned's bid bond is attached to this Bid Form.

5. **COMPLIANCE CERTIFICATIONS:** By initialing below, the undersigned hereby certifies all of the following in accordance with applicable state and federal law:

A. **COMPLIANCE WITH ILLINOIS DRUG FREE WORKPLACE ACT:** The undersigned, having 25 or more employees, does hereby certify pursuant to section 3 of the Illinois Drug Free Workplace Act (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of the work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and, further certifies, that it is not ineligible for award of this contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

LM (Initials)

B. **COMPLIANCE WITH THE ILLINOIS HUMAN RIGHTS ACT:** The undersigned does hereby certify pursuant to Section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Illinois Department of Human

Rights and Human Rights Commission; (vi) direction on how to contact the Illinois Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

The undersigned also further certifies that, pursuant to Section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105), it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

LM (Initials)

- C. CERTIFICATION REGARDING BIDDER ELIGIBILITY:** The undersigned does hereby certify that it has not been barred from bidding on a public contract as a result of a violation of either Section 33E-3 (Bid-rigging) or Section 33E-4 (Bid rotating) of the Illinois Criminal Code, contained in Chapter 38 of the Illinois Revised Statutes.

LM (Initials)

- D. NON-COLLUSION AFFIDAVIT:** The undersigned's completed Non-Collusion Affidavit is attached to this Bid Form.

This Bid Form and all attachments are respectfully submitted this 26 day of October, 2022.

Bidder's Name: Lit Communities Broadband Inc
Mailing Address: 3500 Blue Lake Dr Ste 225, Vestavia, AL 35243
Telephone Number: _____ Facsimile Number: _____
Email Address: jredman@litcommunities.net Website: www.litcommunities.net

Type of Business Organization: (Check the box that applies)

- Sole Proprietor
 Corporation
 LLC
 Partnership
 Limited Partnership
 Other: _____

Signature of Authorized Representative: 

Printed Name: Lindsay Miller Title: President of Lit Consulting

Attested by: Julian Redman Title: Proposal Specialist

NON-COLLUSION AFFIDAVIT
(Complete and Submit with Bid Form)

STATE OF Washington)
) ss
 COUNTY OF Spokane)

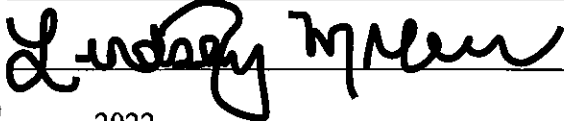
Lindsay Miller , being duly sworn, says that he/she is
President of Lit Consulting of Lit Communities Broadband Inc
 (sole owner, member of firm, corporate official) (individual, firm or corporate name)
 which has by the enactment of this document affirmed that he/she, in the preparation of the Bid estimates, has not entered into any verbal and/or written agreement with any of the other bidders or their agents for the specific purpose of fixing bid estimates to benefit him/herself or the firm he/she represents.

The undersigned Bidder further certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois, or any unit of government in the State of Illinois, nor has the Bidder made an admission of guilt of such conduct which is a matter of record, nor has an official, agent, or employee of the Bidder committed bribery or attempted bribery on behalf of the Bidder and pursuant to the direction or authorization of a responsible official of the Bidder.

The undersigned Bidder further certifies that it is not barred from bidding on this contract as a result of a conviction for the violation of state laws prohibiting bid-rigging or bid-rotating.

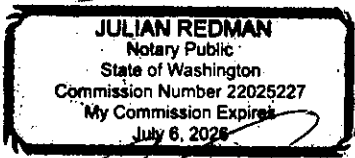
Printed Name: Lindsay Miller

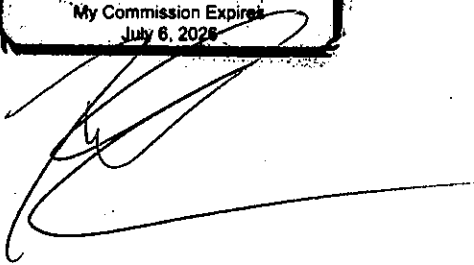
Title: President of Lit Consulting

Signature: 

Subscribed and sworn to me this 27 day of October, 2022.

 Notary Public
 (seal)





Bidder's Professional References

As part of their Bid package, the Bidder must provide at least three (3) professional/client references for services the Bidder has performed within the past five (5) years that are similar in size, scope, and type of

Reference #1:

Professional Reference Name: City of Brownsville, TX

Contact Person's Name: Mayor Juan "Trey" Mendez, III

Telephone Number: 956-948-6007 Facsimile Number: _____

Mailing Address: _____ Email: Trey.mendez@brownsvilletx.gov

Description and date(s) of services: Broadband Feasibility Study and Digital Inclusion Plan

Reference #2:

Professional Reference Name: Medina County, OH

Contact Person's Name: David Corrado

Telephone Number: (216) 832- 7059 Facsimile Number: _____

Mailing Address: _____ Email: dcorrado@fibercounty.com

Description and date(s) of services: Broadband Community Assessment, FTTP Infrastructure, P3

Reference #3:

Professional Reference Name: York County, PA

Contact Person's Name: Silas Chamberlin

Telephone Number: (717) 718-7850 Facsimile Number: _____

Mailing Address: _____ Email: SChamberlin@yceapa.org

Description and date(s) of services: CARES Act Broadband Project, Broadband Community Assessment

Lit's Experience

Lit Communities ("Lit") is delighted to present this proposal for Broadband Grant Services for Kendall County, Illinois ("Kendall" and/or "County"). The contents herein describe our proposed method to provide these services through Lit's proven grant development process.

Lit Communities understands the significance of Kendall's efforts to enhance the quality of broadband across the region through this project. Lit Communities' personnel have extensive experience in performing grant services for communities and State agencies. Our team has extensive experience working with both rural and urban communities to determine eligibility with respect to available broadband service through the Federal Communications Commission's Broadband Deployment maps, NTIA Indicators of Broadband Need as well as other federal resources. As explained further below, our team's experience working directly with statewide infrastructure funding programs, including solicitation for applications, technical review, rating and ranking of applications submitted, closing and project implementation is an excellent compliment to other funding sources. As a result of our recommendations and funding made available to units of local government as part of the American Rescue Plan Act, Lit has been awarded three ARPA subgrants in 2022:

- Medina County, OH Middle Mile Expansion and Partnership with the Lorain-Medina Rural Electric Co-Op (\$11mm),
- City of Brownsville, TX Middle Mile Project (\$19.5mm) and
- York County, PA Middle Mile Project (\$20mm) projects.

Key Experience

Regarding the technical expertise required for this project, Lit Communities' Chief Strategy Officer, Rene Gonzalez, has over 18 years of experience working with communities and for state agencies regarding various aspects of grant program development. For over five years, he served as Governmental Affairs Coordinator for Dos Logistics, Inc. who worked directly with various counties, cities, drainage districts, economic development corporations, and port authorities to conceptualize projects (scope, cost estimation, and schedule), coordinate with respective state and federal agencies, and identify potential grant funding programs. He worked and communicated closely with elected officials at the local level and coordinated with various state and federal legislators regarding the client's projects and support for submitted grant applications. In this role, he assisted communities in obtaining nearly \$38 million in funding for

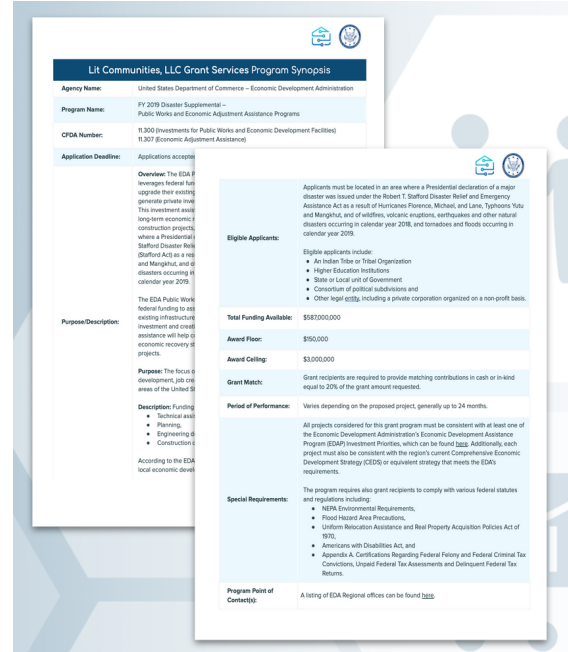
various project types ranging from: roads, bridges, drainage, water lines, feasibility studies, ports of entry, parks, and sidewalks.

While Governmental Affairs Coordinator for Dos Logistics, Inc., Rene Gonzalez worked extensively with the Hidalgo County Drainage District No. 1 (Texas) regarding the review and



recommendation for amendments to the Water Resources Development Act of 2007 (Public Law 110-114) which consisted of directing the Assistant Secretary of the Army to adjust the non-local sponsors ability to pay from 35% to 10% participation, which resulted in an overall savings of over \$50 million towards the construction of the project.

While employed by the Texas Water Development Board (TWDB), Rene served in various positions over the course of five years ranging from Project Lead, Policy Specialist, and ultimately Disadvantaged Business Enterprise and Policy Coordinator for the Program and Policy Development Division of the agency. The TWDB is responsible for the planning, funding and oversight of water and sanitary sewer infrastructure through funding provided by the U.S. Environmental Protection Agency and the State of Texas Legislature. In these roles, he worked extensively on the Clean and Drinking Water State Revolving Fund (SRF) Loan programs which provide over \$500 million in funding annually to communities across the State of Texas. Through his state agency work experience with the SRF programs, he is highly qualified to serve as a resource to Kendall County in broadband grant funding efforts.



As Director of Grant Services for Neighborly Corporation, Rene provided in-house Grant Development and Agency Coordination Services, including development of all key service

aspects. He worked collaboratively with Neighborly in their proposed markets to research potential Federal and State broadband grant opportunities. During this role, he developed a methodology for developing customized strategies for pursuing grant funding, targeted research of state and federal broadband grant programs and development and evaluation of prospective project opportunities.

Rene's Successful Grant Applications Awarded	Amount	Year
Donna International Bridge Corporation, TX - Donna - Rio Bravo International Bridge	\$9,000,000	2005
Hidalgo County, TX - Raymondville Drain	\$6,000,000	2005
Hidalgo County, TX - County Loop	\$1,300,000	2005
Hidalgo County, TX - Nolana Loop	\$1,600,000	2005
Hidalgo County, TX - I Road	\$2,700,000	2005
Hidalgo County, TX - McColl Road	\$1,900,000	2005
Hidalgo County, TX - Mile 6 West	\$2,800,000	2005
Hidalgo County, TX - Mile 2 West	\$800,000	2005
Hidalgo County, TX - 10th Street	\$600,000	2005
Nueces County, TX - Master Drainage Plan	\$800,000	2005
City of Robstown, TX - EDA Water Line	\$3,000,000	2005
City of Robstown, TX - Trade Processing and Inland Center Feasibility Study	\$6,500,000	2005
City of Robstown, TX - West Star Subdivision Site Development	\$65,000	2007
Brownsville EDC, TX - North Brownsville Industrial Park Site Development	\$196,500	2008
Nueces County, TX - Brownfields Response Program	\$30,000	2014
San Diego ISD, TX - Nature & Fitness Trail	\$165,000	2014
San Diego ISD, TX - Safe Routes to School Sidewalks	\$1,350,000	2016
Medina County, OH - Middle Mile expansion and FTTH partnership with LMRE	\$11,000,000	2022
City of Brownsville, TX - Middle Mile Network Deployment	\$19,500,000	2022

York County, PA - Middle Mile Network Deployment and Rail Trail Town Pilot Projects	\$20,000,000	2022
TOTAL	\$89,306,500	

Lit's Capabilities

Lit will begin the grant services process by researching and identifying upcoming federal and state grant funding opportunities that the County is eligible to receive. As part of this identification process, Lit will provide Kendall with a list of the opportunities with information outlining the type of grant, the potential grant amount, the due date, the matching amount, and any special requirements or timelines that the application may require.

Once Kendall and Lit have identified the grants the County wishes to short-list, Lit will prep the state and federal grants and their respective application timelines to match against project funding needs (i.e. middle mile rings, FTTH pilots, unserved/underserved, etc.) and work closely with Kendall's point of contact to request pre-application meetings and webinars to discuss project eligibility, scope, and questions regarding specific programs and application requirements. Lit will also coordinate with the project team regarding the preparation and assembly of all required documents, such as Engineering Feasibility Reports, NEPA checklists, Financial Projections and Proforma, and Network Diagrams. For aspects that involve information from the County (DUNS number, SAM.gov registration, etc.), Lit will coordinate with the County to obtain this information. Lit will also work with a point of contact designated by the County to provide all pertinent documents, files and instructions for the submission of grant applications.

Lit's next step in the process will be to coordinate with Kendall's person of contact on application submission and follow-up activities, such as the monitoring of agency developments, agency review, and the approval of proposals. Lit will also assist with a public support effort, such as developing templates for Letters of Support, key stakeholder briefings, or social media posts and will provide any follow-up requests for additional information regarding the grant applications. If awarded a grant, Lit will monitor agency developments and updates regarding agency review and approval of proposals (i.e. monitor monthly meetings, public updates, etc.). Lit will also assist

Kendall County with the review of grant funding agreements and assist with any questions or clarifications needed prior to execution of the contract with the respective funding agency. Lit will incorporate the respective Grant Administrative costs in each grant application and budget, as allowed, and coordinate with the County on any monitoring, reporting and/or administrative aspects that can be handled by the County or through Lit Communities via a separate Grant Administration agreement for the respective grant.

Our team stands ready to partner with Kendall County to make your project a huge success for your community. Our senior teams are empowered to make decisions and are looking forward to working together to make a meaningful and lasting impact for the residents of the County. Lit agrees to the terms and conditions laid out in the RFP and we confirm that we are appropriately licensed and authorized to conduct business in the State of Illinois. In the meantime, please feel free to reach out to us with any questions you and the team may have regarding our response or the project.

Sincerely,

Brian Snider

Brian Snider

Lit Communities, Chief Executive Officer

brian@litcommunities.net / (334) 714.1439

Cost Breakdown

Task	Fee
Monitor new IJJA grants, webinars, and agency coordination	\$10,000 (Not to exceed 20 hours)
Two complete grant applications (two unique project proposals including post-submission requests for information)	\$37,500
Total	\$47,500

FY23 Balanced Budget Options

CURRENT GENERAL FUND SURPLUS/(DEFICIT) (1,692,429.00)

Option #1- With CPI

1	Reduce Expense: IMRF Levy	323,723	
2	Reduce Expense: SSI Levy	(112,260)	
3	Increase Revenue: PPRT	200,000	
4	Increase Revenue: St Income	158,684	
5	Increase Revenue: Circuit Clerk Fees	50,000	
6	Increase Expense: Public Defender Salary	(17,660)	
7	Reduction in Contingency	-	
8	CPI	1,137,292	
9	Increase in 708 Mental Health Levy	(47,350)	
		<hr/>	
		1,692,429	-

Option #2- Without CPI

1	Reduce Expense: IMRF Levy	323,723	
2	Reduce Expense: SSI Levy	(112,260)	
3	Increase Revenue: PPRT	200,000	
4	Increase Revenue: St Income	158,684	
5	Increase Revenue: Circuit Clerk Fees	50,000	
6	Increase Expense: Public Defender Salary	(17,660)	
7	Reduction in Contingency	230,000	
8	Reduce Transfer to County Clerk Elections	100,000	
9	Increase Transfer In: County Clerk Document Storage Fund	-	
10	Transfer from building fund #1401	759,942	
		<hr/>	
		1,692,429	-

Change Log
November 10, 2022

FY23 Budget

CURRENT GENERAL FUND SURPLUS/(DEFICIT)	\$ (1,692,430)
<u>September 7, 2022</u>	
Beginning Deficit	(4,964,753)
<u>September 29, 2022</u>	
1 Circuit Clerk Revenue Transfers	278,500
2 708 Levy Reduction	196,000
3 General Fund Capital Reduction	2,017,596
4 KenCom additional Sheriff Portion	(9,708)
5 KenCom Cost Moved to PSST	2,065,794
6 Reduced PSST Transfer	(1,822,523)
7 SAO reduction double salary -M. Gonzalez	25,000
8 SAO Reduction double salary -F. Gorup	10,039
	2,760,698 (2,204,055)
<u>October 13, 2022</u>	
9 Increase Health Insurance transfer to Health Fund based on 19.5%	(70,000)
10 Reduce Salary Expense 3%; Assessment	150
11 Reduce Salary Expense 3%; County Clerk	8,605
12 Reduce Salary Expense 3%; Presiding Judge	8,750
13 Reduce Salary Expense 3%; Presiding Judge Administration	3,103
14 Reduce Salary Expense 3%; Public Defender	23,000
15 Reduce Salary Expense 3%; States Attorney Clerical	59,276
16 Reduce Salary Expense 3%; States Attorney Asst. States Atty.	34,393
17 Reduce Salary Expense 3%; Coroner	1,290
18 Reduce Salary Expense 3%; Coroner Admin Asst.	2,962
19 Reduce Salary Expense 3%; Circuit Clerk	24,270
20 Reduced Salary Expense: PT Deputies	18,720
21 Reduce Expense: Sheriff Salaries- PT Deputy	12,000
22 Reduce Expense: Sheriff Salaries- Patrol Deputies	45,700
23 Reduce Expense: Sheriff Gasoline/Oil/Fuel	27,581
	199,800 (2,004,255)
<u>October 27, 2022</u>	
24 Double Count of Revenue Transfers County Clerk	(75,000)
25 Decrease Health Insurance transfer to Health Fund based on 10%	270,000
26 Increase Probation Officer Salary AOIC Reimbursement	44,753
27 Reduce New Salary Expense Probation Drug Court Salary FT to PT	9,573
28 Reduce New Salary Expense Circuit Clerk	62,500
	311,826 (1,692,429)

FY23 Levy Calculation & Requests
November 10, 2022

	FY22	FY23	Difference	% Change
New Construction	\$ 62,168,890	\$ 77,711,113	\$ 15,542,223	25.0%
Rate Setting EAV	\$ 3,751,008,645	\$ 3,743,363,461	\$ (7,645,184)	-0.2%
Available Levy Extension	\$ 23,036,358	\$ 24,389,453	\$ 1,353,094	5.9%
CPI Increase	(\$312,785)	(\$1,137,292)	(\$824,507)	263.6%
Net Levy Extension w/o CPI Increase	\$ 22,723,573	\$ 23,252,161	\$ 528,587	2.3%

	FY22 Levy	FY23 Levy Requests	FY23 Available Levy v. FY22 Levy \$ Incr./-(Decr.)	% Incr./-Decr.
Levy Funds				
General Fund	\$12,513,825	\$12,341,274	(172,551)	-1.4%
Health & Human Services Fund	1,454,000	1,511,000	57,000	3.9%
708 Mental Health Fund	947,000	947,000	-	0.0%
Social Services for Seniors Fund	400,000	363,000	(37,000)	-9.3%
Extension Education Fund	187,487	192,163	4,676	2.5%
County Highway Fund	1,500,000	1,500,000	-	0.0%
County Bridge Fund	500,000	500,000	-	0.0%
IMRF	2,150,000	2,723,723	573,723	26.7%
Social Security	1,400,000	1,487,740	87,740	6.3%
Liability Insurance Fund	1,305,300	1,305,300	-	0.0%
Tuberculosis Fund	15,000	30,000	15,000	100.0%
Veterans Assistance Cms.	350,961	350,961	-	0.0%
Total Requests: Capped	\$22,723,573	\$23,252,161	\$528,587	2.3%

Kendall County
PTELL Calculation
PTELL - Property Tax Extension Limitation Law
11/10/2022

	FY23 PTELL Calculation	New Dollars
	5.0%	
CPI		
New Construction	\$ 77,711,113	\$ 77,711,113
Rate Setting EAV	\$ 3,743,363,461	0.006515
		= New Construction portion \$506,318
Previous Year Actual Extension	22,745,843	
Subtract Previous Year PBC Levy	-	
= Previous Year Net Extension	22,745,843	
Previous Year Net Extension	22,745,843	\$ 22,745,843
x CPI Factor (1+CPI)	1.0500	5.0%
= Numerator	23,883,135	= Previous Year Net Extension portion \$1,137,292
Estimated New Year EAV	3,743,363,461	
Less Estimated New Construction	(77,711,113)	
= Est. Net New Year EAV (Denominator)	3,665,652,348	
<u>Previous Year Extension x CPI (Numerator)</u>	23,883,135	
<u>New EAV - New Construction (Denominator)</u>	3,665,652,348	
= Limiting Rate	0.006515	
Estimated New Year Rate Setting EAV	3,743,363,461	
x Limiting Rate	0.006515	
New Year Net Extension	24,389,453	
Less Previous Year Net Extension	(22,745,843)	
Capped Levy: Estimated New dollars	1,643,610	Est. Total New Dollars \$1,643,610
Net Extension	24,389,453	
+ Next Year PBC Levy		
Total Extension	24,389,453	
Previous Year Rate Setting EAV	3,781,079,971	
Current Year Rate Setting EAV (Est.)	3,743,363,461	
EAV Increase/(Decrease)	(37,716,510)	
	-1.00%	

GENERAL FUND REVENUE SUMMARY

ACCOUNT & DESCRIPTION	BUDGET 2022	BUDGET 2023	% CHANGE IN BUDGET	\$ CHANGE IN BUDGET
General Fund Total Revenues	17,509,748	26,616,410	52.0%	9,106,661
TAXES				
11000530 41010 Current Property Tax	\$12,513,825	\$12,341,274	-1.4%	(172,551)
11000530 41020 Personal Property Repl. Tax	465,000	715,000	53.8%	250,000
11000530 41030 State Income Tax	2,574,336	3,000,000	16.5%	425,664
11000530 41040 Local Use Tax	950,000	760,000	-20.0%	(190,000)
11000530 41050 State Sales Tax	583,000	650,000	11.5%	67,000
11000530 41060 Franchise Tax	307,575	338,000	9.9%	30,425
11000530 41070 Local Share Cannabis Tax	25,000	25,000	0.0%	0
11000530 41140 1/4 Cent Sales Tax	3,228,750	3,228,750	0.0%	0
11000606 41160 Co. Real Estate Transfer Tax	450,000	450,000	0.0%	0
Total Taxes	21,097,486	21,508,024	1.9%	410,538
LICENSES, PERMITS, & FEES FROM SERVICES				
11000222 41390 Assessment Miscellaneous	3,000	3,000	0.0%	0
11000314 41290 Circuit Clerk Fees	1,250,000	1,000,000	-20.0%	(250,000)
11000314 41300 Cir. Clk. System Fee	6,500	5,000	-23.1%	(1,500)
11000314 42130 Cir. Clk. GPS Service Fee	5,500	2,000	-63.6%	(3,500)
11000314 42140 Cir. Clk. Periodic Impris. Fee	15,000	12,000	-20.0%	(3,000)
11000314 42250 Circuit Clerk Revenue	157,250	60,000	-61.8%	(97,250)
11000529 42200 County Building Postage Reimb.	50,000	140,000	180.0%	90,000
11000530 42220 Compost Fees	20,000	20,000	0.0%	0
11000606 41210 County Clerk Fees	350,000	350,000	0.0%	0
11000606 41220 Recorder's Miscellaneous	40,000	40,000	0.0%	0
11000825 41150 Property Tax Late Pymnt. Penalty	325,000	325,000	0.0%	0
11000825 41400 Treasurer Fees	21,000	21,000	0.0%	0
11000825 41700 Miscellaneous Revenue	30,000	30,000	0.0%	0
11001618 41340 Probation Board & Care	2,000	2,000	0.0%	0
11001719 41360 Public Defender Fees	4,050	4,050	0.0%	0
11001902 41180 Building Fees	75,000	80,000	6.7%	5,000
11001902 41190 Recording Fees	1,200	1,200	0.0%	0
11001902 41200 Zoning Fees	10,000	10,000	0.0%	0
11001902 41450 2012 NRA Fee	10	10	0.0%	0
11002009 41240 Sheriff Fees	115,000	113,663	-1.2%	(1,337)
11002009 41250 Sheriff Miscellaneous	3,500	6,479	85.1%	2,979
11002009 41260 HIDTA Reimbursement	37,745	39,319	4.2%	1,574
11002009 42070 Security Detail Income	34,000	13,146	-61.3%	(20,854)
11002011 41270 Merit Commission Revenue	2,000	2,000	0.0%	0
11002010 42050 Prisoner Transport	900	701	-22.1%	(199)
11002010 42060 Sheriff Bond Fee	14,400	0	-100.0%	(14,400)
11002010 42080 Corrections Board & Care	255,500	0	-100.0%	(255,500)
11002010 42090 Federal Inmate Revenue	1,898,000	584,000	-69.2%	(1,314,000)
11002010 42100 Federal Inmate Mileage Reimbursement	6,578	3,575	-45.7%	(3,003)
11002010 42110 Federal Inmate Transport Fees	63,232	31,616	-50.0%	(31,616)
11002120 41370 Fines & Forfeits	275,000	250,000	-9.1%	(25,000)
11002120 41380 State's Attorney Miscellaneous Revenue	1,000	1	-99.9%	(999)
11002120 42150 State's Attorney Trial Fee	500	350	-30.0%	(150)
11002120 42160 State's Attorney Comptroller Collection Fines/Fees	1,700	2,000	17.6%	300
11002233 41410 Technology Revenue	1,000		-100.0%	(1,000)
11002233 41420 Technology Municipality	2,500		-100.0%	(2,500)
11002532 41460 UCCI Reimbursement	3,000	3,000	0.0%	0
11002532 42210 Liquor License	21,500	21,500	0.0%	0
Total Licenses, Permits & Fees from Services	5,102,565	3,176,610	-37.7%	(1,925,955)

GENERAL FUND REVENUE SUMMARY

ACCOUNT & DESCRIPTION	BUDGET 2022	BUDGET 2023	% CHANGE IN BUDGET	\$ CHANGE IN BUDGET
INTEREST				
11000825 41350 Interest Income	40,000	75,000	87.5%	35,000
Total Interest	40,000	75,000	87.5%	35,000
INTERGOVERNMENTAL				
11000530 41080 State's Attorney Salary	161,962	166,923	3.1%	4,961
11000530 41090 Probation Officer Salary	795,298	849,253	6.8%	53,955
11000530 41100 Supervisor of Assmnt. Salary	46,125	46,125	0.0%	0
11000530 41110 Public Defender Salary	145,766	113,241	-22.3%	(32,525)
11000530 41500 State Comp-Pretrial Officer	157,838	157,838	0.0%	0
11000530 41130 Sheriff Salary	43,940	87,991		44,051
11002233 41430 KenCom Operations Reimbursement	95,481	98,345	3.0%	2,864
11000606 41120 State Com Election Judge	25,000	10,000	-60.0%	(15,000)
11000912 41280 EMA Reimbursement from IEMA	60,000	50,000	-16.7%	(10,000)
11001618 41440 Probation Officer Salary (Municipal)	23,000	20,000	-13.0%	(3,000)
Total Intergovernmental	1,554,410	1,599,716	2.9%	45,306
TOTAL REVENUE	27,794,461	26,359,350	-5.2%	(1,435,112)
TRANSFERS IN				
11003038 40200 Transfer from PS Sales Tax Fund	1,822,523	0	-100.0%	(1,822,523)
11003038 40030 Transfer from Animal Control Fund	40,000	10,000	-75.0%	(30,000)
11003038 40050 Transfer from GIS Mapping	13,560	13,560	0.0%	0
11003038 40220 Transfer from Court Security Fund	27,000	30,000	11.1%	3,000
Transfer from Document Storage Fund	75,000	0	-100.0%	(75,000)
11003038 40430 Transfer From CirClk Child Support Fund #1303	75,500	75,500	0.0%	0
11003038 40440 Transfer From CirClk Document Storage Fund #1304	55,000	55,000	0.0%	0
11003038 40450 Transfer from CirClk Court Operation #1306	45,000	45,000	0.0%	0
11003038 40230 Transfer from CirClk Automation Fund #1313	28,000	28,000	0.0%	0
Total Transfers	2,181,583	257,060	-88.2%	(1,924,523)
General Fund Total Revenue & Transfers In	29,976,044	26,616,410	-11.2%	(3,359,635)
GF Expenditures & Transfers Out	(36,914,668)	(28,308,840)		
GF Revenues & Transfers In	29,976,044	26,616,410	26,450,657	165,753
Surplus (Deficit)	(6,938,624)	(1,692,430)		

GENERAL FUND EXPENDITURE SUMMARY

DESCRIPTION	BUDGET 2022	BUDGET 2023	% CHANGE IN BUDGET	\$ CHANGE IN BUDGET
EXPENSES				
Administrative Services	433,058	445,915	3.0%	12,857
Auditing & Accounting	242,965	245,080	0.9%	2,115
Board of Review	80,785	82,968	2.7%	2,183
Capital Expenditures	0	0	100.0%	0
CASA Expenditures	12,000	12,000	0.0%	0
Circuit Court Clerk	1,025,856	1,121,034	9.3%	95,178
Circuit Court Judge	343,617	348,879	1.5%	5,262
Combined Court Services (Probation)	1,324,982	1,412,947	6.6%	87,965
Contingency	402,938	529,735	31.5%	126,797
Coroner	207,008	215,518	4.1%	8,510
Corrections	5,328,179	4,960,776	-6.9%	(367,403)
County Assessments	330,325	353,472	7.0%	23,147
County Board	202,518	205,182	1.3%	2,664
County Clerk & Recorder & Bonds	190,165	182,267	-4.2%	(7,898)
Election Costs	1,024,045	795,824	-22.3%	(228,221)
Emergency Management Agency	90,985	97,185	6.8%	6,200
Facilities Management	1,224,708	1,230,099	0.4%	5,391
Farmland Review Board	353	353	0.0%	0
Jury Commission	64,700	65,900	1.9%	1,200
KenCom Intergovernmental Agreement	2,042,701	0	-100.0%	(2,042,701)
Merit Commission	24,181	46,486	92.2%	22,305
Planning, Building & Zoning	224,203	231,008	3.0%	6,805
Postage County Building	55,500	149,980	170.2%	94,480
Public Defender	576,549	613,827	6.5%	37,278
Regional Office of Education	89,789	94,249	5.0%	4,460
Sheriff	6,768,328	6,991,115	3.3%	222,787
Soil & Water Conservation District Grant	50,000	55,000	10.0%	5,000
State's Attorney	1,712,943	1,766,764	3.1%	53,821
Technology Services	728,567	836,873	14.9%	108,306
Treasurer	511,437	520,140	1.7%	8,703
Utilities	790,759	665,764	-15.8%	(124,995)
TOTAL EXPENDITURES	26,104,144	24,276,340	-7.0%	(1,827,804)

GENERAL FUND EXPENDITURE SUMMARY

DESCRIPTION	BUDGET 2022	BUDGET 2023	% CHANGE IN BUDGET	\$ CHANGE IN BUDGET
TRANSFERS OUT:				
Debt Service				
Trsn to Adm Bldg Debt Serv	116,000	92,000	-20.7%	(24,000)
Courthouse Expansion Debt Svs Transfer	0	0		0
PS Capital	500,000			
Subtotal - Debt Service	616,000	92,000	-85.1%	(524,000)
Capital/Reserves				
Trns to Building Fund	1,035,000	35,000	-96.6%	(1,000,000)
Trsn to Cap Improve Fund	1,150,000	150,000	-87.0%	(1,000,000)
Subtotal - Capital/Reserve Funds	2,185,000	185,000	-91.5%	(2,000,000)
Other Transfers Out				
Mental Health Court	300,000	-		(300,000)
Trns to County Election Fnd	600,000	100,000	-83.3%	(500,000)
Trns to Kendall Area Transit	25,500	25,500	0.0%	0
Economic Development Fund	-	-		0
Trns to 27th Payroll Fund	580,000	80,000	-86.2%	(500,000)
Trns to Health Care Fund	6,504,024	3,550,000	-45.4%	(2,954,024)
Subtotal - Other Transfers Out	8,009,524	3,755,500	-53.1%	(4,254,024)
TOTAL TRANSFERS OUT	10,810,524	4,032,500	-62.7%	(6,778,024)
TOTAL				
EXPENDITURES AND TRANSFERS OUT	36,914,668	28,308,840	-23.3%	(8,605,828)

ARPA Salaries-3%

	FY23	FY24	FY25
<u>Administration</u>			
1 Finance and Budget Analyst	84,460	86,994	89,604
2 Assistant- PT Administrative	26,000	26,780	27,583
	110,460	113,774	117,187
<u>Coroner</u>			
1 Full-Time Coroner	46,505	47,900	49,337
	46,505	47,900	49,337
<u>Circuit Clerk</u>			
1 Chief Deputy Clerk	76,199	78,485	80,840
2 Deputy Clerk	28,749	29,611	30,500
	104,948	108,096	111,339
<u>Health Department</u>			
1 Grant Manager	51,500	53,045	54,636
	51,500	51,500	51,500
<u>Public Defender</u>			
1 Public Defender	61,800	63,654	65,564
	61,800	63,654	65,564
<u>States Attorney</u>			
1 Assistant State's Attorney	115,432	118,895	122,462
2 Paralegal	44,480	45,814	47,189
	159,912	164,709	169,651
<u>Technology</u>			
1 Network Security Specialist	90,640	93,359	96,160
	90,640	93,359	96,160
FY23 ARPA Salaries	<u><u>\$ 625,765</u></u>	<u><u>642,993</u></u>	<u><u>660,738</u></u>
IMRF Rate -Regular	5.88%		
FICA Rate	<u>7.65%</u>		
	<u>13.53%</u>		
Average FY23 HealthCare Cost	<u><u>\$ 84,666</u></u>	<u><u>\$ 93,133</u></u>	<u><u>\$ 102,446</u></u>

New Salaries - FY23

Circuit Clerk

1 Clerk (Temp to Permanent)	28,000	
2 Clerk (Safety Act)	28,000	
		56,000

Combined Court Services

1 Mental Health Court	44,753	AOIC Eligible for reimbursement
2 PT-drug Test Tech/Support	23,400	
		68,153

Public Defender

1 Full-Time Administrative Assistant	21,000	Would like to make Emily Full-Time
		21,000

Sheriff

1 Forensic Digital Analyst	80,000	
		80,000

Total New General Fund Salaries

\$ 225,153

Highway

1 Engineering Technician	60,000	
		<u><u>\$ 60,000</u></u>

VAC

1 County Veterans Service Officer	50,000	
		<u><u>\$ 50,000</u></u>

IMRF Rate -Regular	5.88%
FICA Rate	7.65%
	<u><u>13.53%</u></u>

Average FY23 HealthCare Cost	<u><u>\$ 30,463</u></u>
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COUNTY OF KENDALL, ILLINOIS

ORDINANCE 2022-___

**ORDINANCE AUTHORIZING A BUDGET AMENDMENT TO THE
KENDALL COUNTY FISCAL YEAR 2022 BUDGET**

WHEREAS, 55 ILCS 5/6-1002 provides that, the authority of the County Board to amend the annual appropriation ordinance at any point during the fiscal year shall be the same as its authority to determine and adopt the original annual budget; such amended budget shall be prepared as otherwise provided in this Section; and

WHEREAS, 55 ILCS 5/6-1003 provides that, after the adoption of the county budget, transfers of budget appropriations affecting personnel and capital may be made at any meeting of the county board by a two-thirds vote of all members constituting such board, provided any such transfer of appropriations does not affect the total amount appropriated for the fund; and

WHEREAS, the Fiscal Year 2022 Budget did not include the increase in expense of \$7,050 to NAMI line in the 708 Mental Health Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the decrease in expense of \$1,150 in the Open Door line in the 708 Mental Health Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the decrease in expense of \$1,150 in the AID line in the 708 Mental Health Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the increase in expense of \$7,050 to Oswego Senior Center line in the 708 Mental Health Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the increase in expense of \$300 to CASA line in the 708 Mental Health Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the decrease in expense of \$12,100 in the Family Service Associates line in the 708 Mental Health Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the increase transfer of \$45,050 to the Mental Health line in the Health Department Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the increase transfer of \$1,750 to the Mental Health line in the Drug Court Revenue Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increased transfer out of \$12,750 from the Corporate General Fund Budget and increased transfer in to the Historic Preservation CLG Grant Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increased revenue of \$29,750 in the Historic Preservation CLG Grant Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$42,500 in the Consultants line in the Historic Preservation CLG Grant Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the decrease expense of \$150,000 to the Mental Health Service line in the American Rescue Plan Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the decrease expense of \$150,000 to the Mental Health Service line in the American Rescue Plan Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the decrease expense of \$497,732 to the Small Business Economic Support line in the American Rescue Plan Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the increase expense of \$1,000,000 to the Aid to Small Business line in the American Rescue Plan Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the decrease expense of \$350,000 to the Other Support line in the American Rescue Plan Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the increase expense of \$350,000 to the Other Economic Support line in the American Rescue Plan Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the increase expense of \$18,900 to the Rehiring Public Sector Staff line in the American Rescue Plan Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the increase expense of \$150,000 to the Drinking Water: Storage line in the American Rescue Plan Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the increase expense of \$130,000 to the Broadband: Other Projects line in the American Rescue Plan Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the increase expense of \$10,450 to the Other Public Health Services line in the American Rescue Plan Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the increase expense of \$2,831 to the COVID-19 Testing line in the American Rescue Plan Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the decrease expense of \$50,000 to the Cybersecurity Contracts line in the Loss Revenue Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the decrease expense of \$41,000 to the Cybersecurity Software line in the Loss Revenue Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the decrease expense of \$20,000 to the Cybersecurity Hardware line in the Loss Revenue Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the increase expense of \$97,000 to the Provision for Government Services line in the Loss Revenue Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include the increase revenue of \$80,113.14 to the Revenue line in the Opioid Settlement Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$3,000 to the Interest Income line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$100,000 to the Miscellaneous Income line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include decrease revenue of \$8,700 to the State Grant Health Protection line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include decrease revenue of \$32,000 to the Behavioral Counsel Fees line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include decrease revenue of \$100,261 to the Mental Health Grants line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$6,777 to the Tobacco/Reality IL line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$4,397 to the Title III E Age Guide line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include decrease revenue of \$46,000 to the

Caregiver Connections line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include decrease revenue of \$41,125 to the Outpatient Fitness Restoration line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include decrease revenue of \$51,200 to the MH Awareness Training line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include decrease revenue of \$2,775 to the Tanning/Body Art Fees line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include decrease revenue of \$10,000 to the Climate Change line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include decrease revenue of \$2,500 to the Youth Immunization Clinic line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$1,000 to the Adult Immunization/Travel, Flu Clinic line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include decrease revenue of \$24,590 to the DHS-FCM line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include decrease revenue of \$1,974.40 to the Youth Immunization- Medicaid line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$18,900 to the Fed to State Grant- W.I.C. Farmers Market line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$4,915 to the TB Services line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$600 to the Application Assistance line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include decrease revenue of \$14,400 to the Emergency Response Grants line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$666,400 to the COVID Grants line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$9,201.60 to the HealthWorks Illinois line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$2,353,395 to the Community Action State Grants line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include decrease expense of \$11,340.48 to the Salaries-Program Support line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include decrease expense of \$14,208.26 to the Salaries-Community Action line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include decrease expense of \$210,987.23 to the Salaries-Mental Health line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include decrease expense of \$72,514.71 to the Salaries-Environmental Health line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$101,714.93 to the Salaries-Comm Health Services line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include decrease expense of \$64,164.46 to the IMRF Benefits line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include decrease expense of \$8,584.36 to the SSI Benefits line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include decrease expense of \$25,306.21 to the Health Benefit line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$1,000 to the Dues/ Subscriptions line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$17,000 to the Conferences & Training line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$56,000 to the Contractual Services line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$3,000 to the Vehicle Maintenance line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$3,900 to the Printing & Publications line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$5,200 to the Cell Phones line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$203,500 to the Refunds line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$10,000 to the Advertising line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$7,500 to the Supplies-General line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$2,018,900 to the Direct Client Assistance line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$3,545 to the CARF line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$60,000 to the Capital Expenditure line in the Health and Human Services Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$2,500 to the Drug Court Revenue line in the Drug Court Revenue Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$2,500 to the Drug Testing line in the Drug Court Revenue Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$5,000 to the Miscellaneous Expense line in the Sheriff IL Med Assist Recovery Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$2,500,000 to the Grant Award line in the HIDTA Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$1,470,000 to the

Personnel line in the HIDTA Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$27,000 to the Travel line in the HIDTA Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$3,000 to the Equipment line in the HIDTA Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$210,000 to the Services line in the HIDTA Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$75,000 to the Miscellaneous Cost line in the HIDTA Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$560,000 to the Facilities line in the HIDTA Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$155,000 to the Overtime line in the HIDTA Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$180,000 to the Grant Award line in the Courthouse Grant Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$47,000 to the Contractual Services line in the Courthouse Grant Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$133,000 to the Equipment line in the Courthouse Grant Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$5 to the Interest Income line in the HRA Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$1,500 to the Employee Contr. - HRA line in the HRA Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$1,500 to the Claims / Reimb to Infinisource line in the HRA Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$5,500 to the EE Contr. - Critical Illness line in the Payroll Clearing Account Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$20,000 to the EE Contr. - Accidental ins line in the Payroll Clearing Account Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$60 to the EE Contr. - Aflac line in the Payroll Clearing Account Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$50 to the EE Contr. - Term Life line in the Payroll Clearing Account Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$3,400,000 to the EE Contr. - Health Insurance line in the Payroll Clearing Account Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$40,000 to the EE Contr. - Vision line in the Payroll Clearing Account Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$40,000 to the EE Contr. - Supp Life line in the Payroll Clearing Account Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$25,000 to the EE Contr. - FSA/DCSA line in the Payroll Clearing Account Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$100 to Employee Jury Duty Reimb. Line in the Payroll Clearing Account Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase revenue of \$200,000 EE Contr. - Dental line in the Payroll Clearing Account Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$60 to the AFLAC line in the Payroll Clearing Account Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$25,000 to the FSA / DCSA line in the Payroll Clearing Account Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$40,000 to the Vision line in the Payroll Clearing Account Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$100 to the Jury Duty Reimbursement line in the Payroll Clearing Account Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$40,000 to the

Supplemental Life line in the Payroll Clearing Account Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$3,400,000 to the Health Insurance line in the Payroll Clearing Account Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$20,000 to the Accidental Insurance line in the Payroll Clearing Account Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$5,500 to the Critical Illness line in the Payroll Clearing Account Fund Budget; and

WHEREAS, the Fiscal Year 2022 Budget did not include increase expense of \$200,000 to the Dental Insurance line in the Payroll Clearing Account Fund Budget; and

NOW, THEREFORE, BE IT RESOLVED, by this County Board of Kendall County, Illinois that the following budget revisions and journal entries in the Fiscal Year 2022 Budget are hereby authorized as follows in attached Exhibit A.

BE IT FURTHER RESOLVED, that the Kendall County Clerk is hereby authorized to distribute a certified copy of this Ordinance to the County Administrator and the Kendall County Treasurer.

Approved and adopted by a two-thirds majority vote of the County Board of Kendall County, Illinois, this 15th day of November 2022.

Board Chairman Signature:

Attest:

Scott R. Gryder, Chairman
County Board

Debbie Gillette
County Clerk

_____ Ayes
_____ Nays
_____ Abstain

Exhibit A

No.	Org	Object	Description	Debit	Credit
1	120014	66800	NAMI	7,050.00	
2	120014	66640	Open Door		1,150.00
3	120014	66630	AID		1,150.00
4	120014	66930	Oswego Senior Center	7,050.00	
5	120014	66690	CASA	300.00	
6	120014	66750	Family Service Associates		12,100.00
7	120513	40470	Transfer from ARPA- Mental Health		45,050.00
8	135915	40470	Transfer from ARPA- Mental Health		1,750.00
9	11003038	61540	Transfer to Historic Preservation CLG Grant	12,750.00	
10	172019	40000	Transfer from General Fund		12,750.00
11	172019	42970	Grant Award		29,750.00
12	172019	63630	Consultants	42,500.00	
13	177025	79110	Mental Health Service		150,000.00
14	177025	79112	Mental Health Service		150,000.00
15	177025	79209	Small Business Econ Support		497,732.00
16	177025	79229	Aid to Small Business	1,000,000.00	
17	177025	79213	Other Support		350,000.00
18	177025	79237	Other Economic Support	350,000.00	
19	177025	79214	Rehiring Public Sector Staff	18,900.00	
20	177025	79514	Drinking Water: Storage	150,000.00	
21	177025	79517	Broadband: Other Projects	130,000.00	
22	177025	79114	Other Public Health Services	10,450.00	
23	177025	79102	COVID-19 Testing	2,831.00	
24	177125	70620	Cybersecurity Contracts		50,000.00
25	177125	70630	Cybersecurity Software		41,000.00
26	177125	70640	Cybersecurity Hardware		20,000.00
27	177125	79601	Provision for Government Service	97,000.00	
28	136325	42250	Revenue		80,113.14
29	120513	41350	Interest Income		3,000.00
30	120513	41700	Miscellaneous Income		100,000.00
31	120513	42650	State Grant Health Protection	8,700.00	
32	120513	42510	Behavioral Counsel Fees	32,000.00	
33	120513	42620	Mental Health Grants	100,261.00	
34	120513	42660	Tobacco/Reality IL		6,777.00
35	120513	42670	Title III E Age Guide		4,397.00
36	120513	43610	Caregiver Connections	46,000.00	
37	120513	43630	Outpatient Fitness Restoration	41,125.00	
38	120513	43640	MH Awareness Training	51,200.00	
39	120513	42540	Tanning/Body Art Fees	2,775.00	
40	120513	42790	Climate Change	10,000.00	
41	120513	42580	Youth Immunization Clinic (>18)	2,500.00	
42	120513	42590	Adult Immunization/Travel/Flu Clinic		1,000.00
43	120513	42690	DHS - FCM	24,590.00	
44	120513	42720	Youth Immunization - Medicaid (>18)	1,974.40	
45	120513	42730	Fed to State Grant - W. I. C./Farmers Market		18,900.00

Exhibit A

No.	Org	Object	Description	Debit	Credit
46	120513	42740	TB Services		4,915.00
47	120513	42830	Application Assistance		600.00
48	120513	42800	Emergency Response Grants	14,400.00	
49	120513	43680	COVID Grants		666,400.00
50	120513	43730	HealthWorks Illinois		9,201.60
51	120513	42750	Community Action State Grants		2,353,395.00
52	120513	51350	Salaries - Program Support		11,340.48
53	120513	51360	Salaries - Community Action		14,208.26
54	120513	51370	Salaries - Mental Health		210,987.23
55	120513	51380	Salaries - Environmental Health		72,514.71
56	120513	51380	Salaries - Comm Health Services	101,714.93	
57	120513	61160	IMRF Benefits		64,164.46
58	120513	61170	SSI Benefits		8,584.36
59	120513	61230	Health Benefits		25,306.21
60	120513	62030	Dues/Subscriptions	1,000.00	
61	120513	62040	Conferences & Training	17,000.00	
62	120513	62150	Contractual Services	56,000.00	
63	120513	62170	Vehicle Maintenance	3,000.00	
64	120513	62190	Printing & Publications	3,900.00	
65	120513	63540	Cell Phones	5,200.00	
66	120513	63850	Refunds	203,500.00	
67	120513	65610	Advertising	10,000.00	
68	120513	67750	Supplies - General	7,500.00	
69	120513	67810	Direct Client Assistance	2,018,900.00	
70	120513	67880	CARF	3,545.00	
71	120513	69780	Capital Expenditures	60,000.00	
72	135915	43650	Drug Court Revenue		2,500.00
73	135915	64450	Drug Testing	2,500.00	
74	150320	66500	Miscellaneous Expense	5,000.00	
75	175020	42970	Grant Award		2,500,000.00
76	175020	70000	Personnel	1,470,000.00	
77	175020	70020	Travel	27,000.00	
78	175020	70030	Equipment	3,000.00	
79	175020	70050	Services	210,000.00	
80	175020	70110	Miscellaneous Cost	75,000.00	
81	175020	70350	Facilities	560,000.00	
82	175020	70600	Overtime	155,000.00	
83	178103	42970	Grant Award		180,000.00
84	178103	62150	Contractual Services	47,000.00	
85	178103	62160	Equipment	133,000.00	
86	180308	41350	Interest Income		5.00
87	180308	47580	Employee Contr. - HRA		1,500.00
88	180308	52130	Claims / Reimb To Infnisource	1,500.00	
89	180608	47380	EE Contr. - Critical Illness		5,500.00
90	180608	47390	EE Contr. - Accidental Ins		20,000.00

Exhibit A

No.	Org	Object	Description	Debit	Credit
91	180608	47400	EE Contr. - Aflac		60.00
92	180608	47440	EE Contr. - Term Life		50.00
93	180608	47490	EE Contr. - Health Insurance		3,400,000.00
94	180608	47510	EE Contr. - Vision		40,000.00
95	180608	47520	EE Contr. - Supp Life		40,000.00
96	180608	47530	EE Contr. - FSA/DCSA		25,000.00
97	180608	47570	Employee Jury Duty Reimb.		100.00
98	180608	47590	EE Contr. - Dental		200,000.00
99	180608	52050	AFLAC	60.00	
100	180608	52080	FSA / DCSA	25,000.00	
101	180608	52110	Vision	40,000.00	
102	180608	52120	Jury Duty Reimbursement	100.00	
103	180608	52150	Supplemental Life	40,000.00	
104	180608	52180	Health Insurance	3,400,000.00	
105	180608	52190	Accidental Insurance	20,000.00	
106	180608	52200	Critical Illness	5,500.00	
107	180608	52210	Dental Insurance	200,000.00	

Exhibit
COUNTY BOARD RULES OF ORDER
KENDALL COUNTY, ILLINOIS

BE IT RESOLVED, that the following rules are hereby adopted as the Rules of Order of the County Board of Kendall County, Illinois.

I. CODE OF CONDUCT

A. Each County Board member shall abide by the Code of Conduct provisions provided for herein:

1. No County Board member whether elected or appointed, shall:
 1. Directly or indirectly solicit or accept any service or item of value from any person, firm or corporation having dealings with the County except upon the same terms granted to the public generally.
 2. Receive any part of any fee, commission or other compensation paid or payable by the County or by any person in connection with any dealings or proceedings before any agency of the County.
 3. Directly or indirectly solicit or accept any service or item of value from the broker or agent who procures any type of bond or policy of insurance for the County, its officers, employees, persons or firms doing business with the County.
 4. Willfully and knowingly disclose, for direct or indirect financial gain, to any person, confidential information acquired by him or her in the course of and by reason of his or her official duties or use any such information for the purpose of individual, direct or indirect financial gain.
2. Any County Board member who has a financial interest, direct or indirect, in any contract with the County, or in the sale of land, material, supplies or services by or to the County or to a contractor supplying services by or to the County or in any resolution or ordinance proposed or pending before the Board shall make known that interest and shall refrain from voting upon or otherwise participating in the making of such contract or in the discussion, adoption or defeat of such resolution or ordinance. If the person or corporation contracting with or making a sale to or purchasing from the County knows, or has reason to know, that this subsection has been violated, then the contract or sale may be declared void by resolution of the County Board.
3. The Penalty for violation of any of these specific prohibitions of this Section of the rules shall be as provided by law.

Exhibit

II. ETHICS LAW

- A. The Illinois General Assembly enacted the State Officials and Employees Ethics Act (Public Act 93-615, effective December 9, 2003) making revisions to State statutes regulating ethical conduct, political activities and the solicitation and acceptance of gifts by State and local officials and employees. As required by the Act, Kendall County adopted a similar ordinance in May of 2004. (Amended 11/18/2008)
- B. County Board members are subject to the State statute and County ordinance. Penalty for violation of State statute or County ordinance shall be as provided by law or ordinance. (Amended 11/18/2008)

III. REGULAR & SPECIAL BOARD MEETINGS

- A. Regular Meetings shall be held on the third Tuesday of June and September, as fixed by Statute. The Adjourned Meetings of the Board shall be held on the first and third Tuesday of each month, or such other day as the Board shall specify upon motion duly made, seconded and carried. If an Adjourned Meeting date falls on a Holiday or Election Day, it shall be held on the next working day, usually Wednesday. Meeting time shall be 6:00 p.m. on the first Tuesday and 9:00 a.m. on the third Tuesday or at such other time as the County Board determines, at the County Board Room of Kendall County, Illinois.
- B. Swearing in and organization of the Board shall be held on the first Monday in December in the year of the election of Board Members. The County Clerk shall convene the organizational meeting and the County Board members shall select the County Board Chairman. (Amended 11/18/2008)
- C. As required by Illinois Statute (ICS 55 ILCS 5/2-1002), special meetings of the County Board may be called at the written request of not less than one-third of the members of the County Board (four members) and filed with the County Clerk. A Special Meeting of the County Board shall be called to be held not earlier than five (5) days from the date written notice of such call was mailed by said Clerk to the Board Members. Only such business shall be transacted at any Special Meeting as has been stated in the notice of the call of such Special Meeting. However, during regular and adjourned meetings of the County Board, special meetings may be set by the members in accordance with the Open Meetings Act. (Amended 11/18/2008)
- D. In accordance with the Illinois Open Meetings Act, public notice in the form of an agenda must be posted at the County Office Building and the building in which the meeting will occur if not the same building. The posting must be no less than 48 hours prior to the start of the meeting. (Amended 11/18/2008)

- E. Individual Public Comment shall be limited to five (5) minutes per speaker. The total time for Public Comment at each Regular & Special County Board Meeting shall not exceed one hour per comment period. The County Board Chairman shall have the ability with the consent of the majority of the County Board, to extend either time period. (Amended 4/3/2019)
1. Persons addressing the Board shall not be permitted to make statements or remarks or engage in conduct that actually disturbs or impedes the public meeting. The Chairman may require any person making such prohibited statements or remarks or engaging in such conduct to leave the meeting.
- F. **Meetings Held Electronically.** All meetings of the Kendall County Board, including special committees and standing committees, are to be held in-person. The following rules shall remain dormant unless the Governor or the Director of the Illinois Department of Public Health has issued a disaster declaration related to public health concerns because of a disaster as defined in Section 4 of the Illinois Emergency Management Agency Act, and all or part of the jurisdiction of the public body is covered by the disaster area, and the Chairman of the County Board determines that an in-person meeting or a meeting conducted under this Act is not practical or prudent because of a disaster. If these conditions are met then the following rules shall apply for electronic meetings of the County Board, special committees, and standing committees : (Amended 8/18/2020)
1. **Remote Only Meeting.** If the County Office Building is closed to the public all meetings will be remote only.
 2. **Hybrid Meeting.** If the County Office Building is open to the public and the Chairman of the Board decides that a complete in-person meeting is not prudent, then all meetings will be hybrid (in-person and remote attendance are both allowed).
 3. **Executive Session.** The member shall be in a private area away from other individuals before joining an executive session.
 4. **Limitations on Members.** Members are encouraged to be in a quiet room to limit interruption to the meeting.
 5. **Login time.** The Secretary of the Board or of the Committee shall schedule Internet meeting and login 15 minutes prior to the scheduled start of the meeting.
 6. **Quorum calls.** The presence of a quorum shall be established by audible roll call at the beginning of the meeting. Thereafter, the continued presence of a quorum shall be determined by the online list of participating members, unless any member demands a quorum count by audible roll call. Such a demand shall be made following any vote for which the announced totals add to less than a quorum. If in a hybrid meeting the combination of in person attendance and the online list shall determine quorum.
 7. **Technical requirements and malfunctions.** Each member is responsible for his or her audio and Internet connections; no action shall be invalidated on the grounds that the loss of, or poor quality of, a member's individual connection prevented participation in the meeting.
 8. **Disruption of the Meeting.** The chair may cause or direct the muting of a member's connection if it is causing undue interference with the meeting. The chair's decision to do so, which is subject to an undebatable appeal that can be

made by any member, shall be announced during the meeting and recorded in the minutes. The chair may cause or direct the disconnection or muting of any non-member participant that is causing a disruption of the meeting.

9. **Assignment of the floor.** To seek recognition by the chair, a member shall utilize the raise hand feature. If a meeting is hybrid then the chair shall recognize the speakers based on those raising their hand in meeting room and the electronic room.
10. **Interrupting a member.** A member who intends to make a motion or request that under the rules may interrupt a speaker shall use raise hand feature for so indicating, and shall thereafter wait a reasonable time for the chair's instructions before attempting to interrupt the speaker by voice.
11. **Location of presiding officer.** If a hybrid meeting the presiding officer of the meeting must be present in the meeting room.

IV. AGENDA (Amended 11/18/2008; 06/19/2012 Res. 2012- 29, 3/7/2017, 4/3/2019, 6/18/2019, 11/15/2022)

A. The order of business coming before the County Board shall substantially be as follows:

1. Call to Order
2. Roll Call
3. Determination of a Quorum
4. Approval of Agenda
5. Correspondence and Communications – County Clerk
6. Special Recognition
7. Public Comment
8. Consent Agenda
 - A. Approval of Previous Month's Minutes
 - B. Standing Committee Minutes Approval
9. Old Business
10. New Business
11. Elected Official Reports & Other Department Reports
 - A. Sheriff
 - B. County Clerk and Recorder
 - C. Treasurer
 - D. Clerk of the Court
 - E. State's Attorney
 - F. Coroner
 - G. Health Department
 - H. Supervisor of Assessments
 - I. Board of Review
12. Executive Session
13. Standing Committee Reports
 - A. Planning, Building and Zoning
 - ~~B. Law, Justice and Legislation~~

- ~~CB.~~ ~~Economic Development & Administration~~ ~~Human Resources & Revenue/GIS~~
- ~~DC.~~ Highway
- ~~DE.~~ Facilities ~~Management & Technology~~
- ~~F.~~ ~~Economic Development~~
- ~~EG.~~ Finance & Budget
- F. Human Resources & Insurance
- ~~H.~~ ~~Animal Control~~
- ~~I.~~ ~~Health & Environment~~
- ~~J.~~ ~~Labor and Grievance Committee~~
- ~~HK.~~ Committee-of-the-Whole
- ~~L.~~
- 14. Liaison Reports
 - A. Labor and Grievance
 - B. Law Justice and Legislation
 - C. Health

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- 154. Special Committee Reports
 - A. Juvenile Justice Council
 - B. VAC
 - C. Historic Preservation
 - D. UCCI, Other State Associations and Organizations
 - E. Board of Health
 - F. Community 708 Mental Health Board
 - G. KenCom Executive Board

165. Other Business

- 167. Chairman's Report
 (Note: announcements of appointments typically made at least one meeting prior to appointment)

- A. Announcements / Appointments

187. Public Comment

189. Questions from the Press

2049. Adjournment

- B. All questions relating to the priority of business shall be decided without debate.
- C. All Standing Committees of the County Board may place items on the Agenda by a majority vote of the Standing Committee. All items from Standing Committees will be considered under the Standing Committee Report. (Amended 6/18/2019)
- D. The County Board Chairman, or his or her designee, shall have final approval of the Agenda.(Amended 6/18/2019)
- E. The County Administrator, or his or her designee, shall be responsible for reviewing the County Board agenda prior to posting. A Consent Agenda will be used to expedite the handling of ministerial, routine, or non-controversial items. The County Board Chairman, County Administrator, or a standing committee of the County Board may place items on the Consent Agenda. The Consent Agenda may

include, but is not limited to the following items: approval of minutes, approval of bills, approval of reports, and approval of contracts. At the request of any County Board Member an item shall be removed from the Consent Agenda. The request to remove an item does not require a second or a vote of the County Board. Any items removed from the Consent Agenda will be considered as the first item of business for the relevant committee. In the event that a removed item does not have a relevant committee, the removed item will be considered as the first item under New Business. Approval of the Consent Agenda shall be done by a roll call vote the County Board. (Amended 6/18/2019)

V. OFFICERS

- A. The County Board Chairman shall be elected for a two (2) year term by a simple majority.
- B. The County Board Vice-Chairman shall be elected for a two (2) year term by a simple majority to act in the absence of the County Board Chairman.
- C. The County Clerk or a deputy selected by the County Clerk shall be the Clerk of the Board.

VI. DUTIES OF COUNTY BOARD CHAIRMAN

- A. The County Board Chairman shall vote on all motions, ordinances, amendments, thereto, or other matters coming before the County Board. (Amended 11/18/2008)
- B. The County Board Chairman shall preserve order and decide all questions of order, subject to an appeal to the County Board, without debate.
- C. Every member, prior to speaking shall respectfully address the County Board Chairman, avoid personalities and confine comment to the question under consideration. (Amended 11/18/2008)
- D. When two or more members wish to speak at the same time, the County Board Chairman shall name the member who may speak first.
- E. A member called to order, either by the County Board Chairman or member of the County Board, shall immediately take his seat, unless permitted to explain, and if there be no appeal the decision of the Chairman shall be conclusive.
- F. All committees, whether standing or special, shall be appointed by the County Board Chairman, and approved by the County Board, unless otherwise directed by the County Board.
- G. Based on State Statute, County Board Chairman appoints vacancies in the County Board and County Elected Officials, with the advice and consent of the County Board. (Amended 11/18/2008)
- H. The County Board Chair shall appoint, with the advice and consent of the County Board, citizens to serve on all boards, commissions, districts and all other authorities that are subject to appointment or approval per applicable law, ordinance or intergovernmental agreement including, but not limited to, the Kendall County Board of Review, drainage districts, fire protection districts, Kendall County Housing Authority, the KenCom Executive Board Member at Large, the Kendall

County Ethics Commission, and the Kendall County Sheriff's Merit Commission. Unless a specific term for the citizen appointment is provided in the applicable law, ordinance or intergovernmental agreement, the Chairman of the County Board shall make the citizen appointments at the same time the Chairman makes appointments for all Standing Committees of the Kendall County Board. (Amended 10/03/2017)

VII. DUTIES OF THE CLERK OF THE BOARD

The Clerk of the Board shall be the keeper of the records and the minutes of the County Board and its committees and shall be in attendance at all meetings of the County Board.

VIII. PARLIAMENTARIAN

The State's Attorney or an Assistant State's Attorney shall be in attendance at all meetings of the Board and shall be Parliamentarian of the Board and upon request of the Chairman, shall render to the Chairman advice or an opinion on questions of parliamentary law and procedure applicable to matters arising before the Board. The rules or parliamentary procedures as set forth in the latest published edition of *Roberts Rules of Order, Revised* shall govern the procedure of the Board in all cases applicable and in which the same are not inconsistent with these rules.

IX. RULES OF THE BOARD

A. Any question so put unless a Statute provides otherwise, shall be considered adopted if such question receives a majority favorable vote of all those who vote on the issue. Any person excused by the County Board Chairman from voting will be considered, for the purpose of that vote, to not have voted either affirmatively or negatively and the abstention shall be treated as if a vacancy had occurred in office of such person.

On Zoning matters, any motion to reclassify property must receive a majority of voting members' votes, not a majority of the County Board which unfairly causes abstaining members' votes to count as a "no" vote. In the event an official objection has been filed with the County Clerk as prescribed by State Statutes, the reclassification shall not be passed except by a favorable vote of 3/4 of all members of the County Board (8 votes).

Map and text amendments shall require a simple majority of the elected County Board members. For purposes of cases where a formal protest has been filed, the rules should state that a favorable vote of 3/4 of the members holding office is required.

B. No motion shall be debated or put unless seconded. When seconded, it shall be stated by the Chairman before being debated.

- C. A motion to adjourn shall always be in order and shall be decided without debate.
 - D. No member shall absent himself before the formal closing of the day's session, unless excused by the County Board Chairman.
 - E. After a motion is stated by the County Board Chairman or read by the Clerk, it shall be considered to be in possession of the Board, but may be withdrawn by the mover on consent of the second at any time previous to a decision or amendment thereon.
 - F. The Clerk shall call the names of the members of the Board when calling the roll, or polling a vote, in a rotating alphabetical order of members.
 - G. The County Board Chairman shall have the right to call for a vote by voice vote, or by leave to adopt a previous roll call vote, in all cases, unless there is an objection by one member, in which case a roll call vote shall be taken. The minutes shall reflect the results of each roll call.
 - H. All monetary expenditures require a roll call vote. (Amended 11/18/2008)
- I. No alteration or amendment shall be made in any rules of the County Board without the consent of two-thirds of the members thereof. The rule may be suspended in any particular case by vote of two-thirds of the members present.
- J. All questions not covered by these Rules of Order shall be decided by *Roberts Rules of Order, Revised*.
 - K. The County Board Chairman shall vote on all motions, ordinances, amendments thereto, or other matters coming before the Board.
 - L. All claims shall be signed by the officer or department head or designee who made the purchase or incurred the liability, and sworn to be claimant, and must be on file no later than 4:30 PM one week prior to the Budget and Finance Committee meeting, unless otherwise permitted by the Board, excepting the County Board Members bills for per diem and mileage. (Amended 11/18/2008)
 - M. In the case of the absence of the Chairman and the Vice Chairman at any County Board meeting, the Clerk of the County Board shall convene the meeting and the members shall choose one of their number as temporary Chairman.

X. EXECUTIVE SESSION MINUTES

Minutes of any executive session shall be reviewed at least semi-annually by the County Board for continued confidentiality in accordance with the Illinois Open Meetings Act. Executive session minutes and corresponding tapes shall be kept secure in the County

Clerk's Office. Executive session matters are to be kept confidential until released.
(Amended 11/18/2008)

XI. SPECIAL COMMITTEES

- A. Special Committees may be appointed by the County Board Chairman subject to approval of the County Board whenever such action is deemed necessary or required and such Committees shall exist only for the purpose for which they are appointed. The same per diem rules specified in Section XVI A. PER DIEM apply for appointed Board members. (Amended 11/07/2006) All Special Committees of the Board shall include Public Comment on the meeting agenda and follow the Regular & Special Board meeting rules for Public Comment (Section III E.) (Amended 4/3/2019)

XII. STANDING COMMITTEES

- A. The Standing Committees of the Board shall consist of five members each. The County Board Chairman shall designate which county offices are assigned to these committees. Committees are to be appointed every two years with Board approval. (Amended 11/18/2008, 06/19/2012)

All standing committees and Standing Committee Chairman shall be appointed by the Chairman of the County Board at the first Adjourned Meeting after the Organizational meeting on the first Monday in December. Such members shall remain members of the respective committees at the pleasure of the Chairman. The Chairman shall appoint members evenly between committees when possible and a member may only serve as chairman of a single committee.- Further, should a vacancy exist in any Committee, the Chairman of the Board shall have the authority to fill such vacancy, subject to the approval of the County Board. (Amended 11/15/2022)

All Standing Committees of the Board shall include Public Comment on the meeting agenda and follow the Regular & Special Board meeting rules for Public Comment (Section III E.) (Amended 4/3/2019)

Such standing committees shall be as follows (see current Committee assignments in attachment):

1. HIGHWAY:

This committee shall be responsible for the oversight and review of planning, acquisition, construction, improvement, modification and maintenance of the County's infrastructure, such as, but not limited to,

roads, bridges, rights of way, water systems, and resource recovery systems. This committee shall be responsible for oversight and review of infrastructure to insure the health, safety and welfare of the citizens of the County.

~~This committee shall report to the Budget and Finance Committee for: 1) analysis, review and preparation of budget recommendations; 2) monitoring the monthly financial operations in accordance with the approved budget; 3) and overseeing any revenue receipts and making recommendations for expenditures on behalf of the Highway Department.~~ Responsibilities also include those projects and duties assigned by the Committee of the Whole and County Board Chairman. (Amended 11/18/2008, 11/15/2022)

2. FACILITIES MANAGEMENT & TECHNOLOGY:

This committee shall be responsible for the overall operation, maintenance, scheduling and improvements to existing county buildings, hardware, software, other technology owned or leased and county owned properties. They shall recommend to the County Board for approval and/or action those contracts, leases, purchases or other instruments necessary to accomplish the orderly functioning of County facilities and technology. ~~This committee shall report to the Budget and Finance Committee for: 1) analysis, review and preparation of budget recommendations; 2) monitoring the monthly financial operations in accordance with the approved budget; 3) and overseeing any revenue receipts and making recommendations for expenditures on behalf of the Facilities Management Department.~~ Responsibilities also include those duties and projects assigned by the Committee of the Whole and County Board Chairman. (Amended 11/18/2008, 11/15/2022)

~~3. LAW, JUSTICE AND LEGISLATION:~~

~~This Committee shall be the County Board's liaison to the County Sheriff's Office, KenCom (including E 911 system), E.M.A. (Emergency Management Agency), Coroner, Judiciary, State's Attorney's Office, the Circuit Clerk of the Court, Public Defender and Probation/Combined Court Services. They shall review, analyze examine and recommend for approval ordinances requested by the Sheriff's Office. This committee shall report to the Budget and Finance Committee on behalf of the Sheriff, E.M.A., KenCom, Coroner, Judiciary, State's Attorney's Office, the Circuit Clerk of the Court, Public Defender and Probation/Combined Court Services. This committee shall report to the Budget and Finance Committee for: 1) analysis, review and preparation of budget recommendations; 2) monitoring the monthly financial operations in accordance with the approved budget;~~

~~3) and overseeing any revenue receipts and making recommendations for expenditures. In addition, this committee shall also monitor legislation proposed at the State and Federal level that may impact the operation of the Kendall county Government, including coordinating with regional and statewide associations. Responsibilities also include those projects and duties assigned by Committee of the Whole and County Board Chairman. (Amended 3/7/2017)~~

4. 3. ECONOMIC DEVELOPMENT & ADMINISTRATION:

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This committee shall be responsible for the oversight and control of the county's economic growth and development. They shall be responsible for economic needs of the County and other units of government located within the County. They shall employ and supervise such staff as established and provided for by the County Board. They shall act as the county's liaison to various state and federal agencies and programs dealing with local economic issues. They shall be responsible for making reports to the County Board regarding grants and programs, applications and progress. They shall be responsible for the preparation of necessary documents and data as may be required by governmental agencies, units of local government or local developers. ~~This committee shall report to the Budget and Finance Committee for: 1) analysis, review and preparation of budget recommendations; 2) monitoring the monthly financial operations in accordance with the approved budget; 3) and overseeing any revenue receipts and making recommendations for expenditures.~~ Responsibilities also include those projects and duties assigned by the Committee of the Whole or County Board Chairman (Amended 11/15/2022).

~~45.~~ ADMINISTRATION—HUMAN RESOURCES & INSURANCE:

This committee shall be responsible for the developments, implementation, oversight, adherence and administration of County personnel and policies. They shall oversee the County insurance needs and make recommendations to the County Board for action, modification or renewal of county insurance programs. They shall be responsible for the preparation and dissemination of information about progress, growth, development, operation and services available in the County to the media, press and public. This committee shall be responsible for policies guiding the operations of the Animal Control department and facility. This committee shall be responsible for policies guiding the operations of Emergency Management. ~~This committee shall report to the Budget and Finance Committee for: 1) analysis, review and preparation of budget recommendations; 2) monitoring the monthly financial operations in accordance with the approved budget; 3) oversee any revenue receipts and make recommendations for expenditures.~~ Responsibilities also include those projects and duties assigned by the Committee-of-the-Whole and County Board Chairman (Amended 11/15/2022).

~~This Committee also meets as needed to discuss the activities of the County Offices and Departments involved in the tax cycle and geographic information system (GIS). The Committee shall be the County Board's liaison to the Tax Board of Review, County Treasurer, County Clerk, Chief County Assessing Officer, Administration, Technology and GIS. The Committee provides an opportunity to make certain that the activities involved in the tax cycle are coordinated and that the County Board is aware of the priorities, and needs of the Treasurer, County Clerk, Chief County Assessing Officer, Administration, Technology and GIS. (Amended 11/18/2008)~~

56. PLANNING, BUILDING AND ZONING:

This committee shall be responsible for the preparation, examination, review and analysis of the County comprehensive plan, including land use needs and requirements; for the review, modification and administration of the County's land use plans, zoning and mapping and platting ordinances. Responsible for the review, modification and recommendation to the County Board for the amendment to County construction guidelines, building codes and standards and zoning amendments and the review of all proposals for development within the County. Responsible for the review of all changes or modifications involving agricultural lands or flood plains and the supervision of the enforcement of county ordinances pertaining to land use and buildings. ~~This committee shall report to the Budget and Finance Committee for: 1) analysis, review and preparation of budget recommendations; 2) monitoring the monthly financial operations in accordance with the approved budget; 3) oversee any revenue receipts and make recommendations for expenditures. This committee shall be the County Board's liaison to the Building and Zoning Committee.~~ Responsibilities also include those projects and duties assigned by the Committee of the Whole and County Board Chairman (Amended 11/15/2022).

~~7.~~ 6. ~~BUDGET AND FINANCE & BUDGET:~~

This committee is responsible for making recommendations concerning County fiscal policies and administration, including overall coordination of the annual County budget. The committee shall examine, review, analyze and where appropriate and necessary make recommendations concerning the annual budget. They shall prepare with the County Board Chairman, the annual appropriation and levy ordinance. They shall review all internal and external audits of all County departments and offices of all elected County officials. They shall also review, recommend the disposition of state, federal and agency grant requests and the appropriation of salaries of all County employees, appointed officials and office holders. They shall

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review all matters of real estate, taxation, and finances for the purpose of generating new services for the County. They shall generate, in conjunction with the County Treasurer's office, monthly and year-to-date income statements, revenue projections, expense statements and projections, projected surpluses or shortfalls. They shall be responsible for all purchasing and inventory controls. This committee shall oversee the Chief County Assessing Officer and department. This committee shall review and evaluate the performance of the Chief County Assessing Officer. Responsibilities also include those projects and duties assigned by the Committee of the Whole and County Board Chairman.

~~8. ANIMAL CONTROL:~~

~~This committee shall be responsible for policies guiding the operations of the Animal Control department and facility.~~

~~9. LABOR & GRIEVANCE COMMITTEE~~

~~This committee shall be responsible for oversight of all collective bargaining contract negotiations for Kendall County. This committee shall provide recommendations and reports for union matters to the County Board. They shall also conduct employee grievance hearings as may be required and forward hearing findings to the County Board Chairman, department heads and elected officials, as appropriate. Responsibilities also include those projects and duties assigned by the Committee of the Whole and County Board Chairman. (Amended 06/19/2012, Res. 2012-29)~~

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~~10. HEALTH & ENVIRONMENT COMMITTEE~~

~~This committee shall be responsible for review and oversight of relevant health and environmental matters in Kendall County, Illinois. They shall be responsible for the preparation and dissemination of information about current health and environmental issues and resources in the County to the County Board, the media and the public. Responsibilities also include those duties and projects assigned by the Committee of the Whole and County Board Chairman. (Amended 06/19/2012, Res. 2012-29)~~

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~~11. COMMITTEE-OF-THE-WHOLE:~~

This committee shall be responsible for: preparation of the County Board

Meeting Agenda; consideration of County Board Chairman appointments; review matters affecting Board policies and rules; examination of State and Federal legislation; recommendations for the judicial and legal needs of the County; relations and negotiations with labor, personnel, union and collective bargaining groups; hearings on the issuance of County licenses; review matters not specifically assigned to other committees. The committee shall serve as the communication link between the County Board Chairman, the County Board, and the Standing Committees.

~~128.~~ SPECIAL COMMITTEE ASSIGNMENTS:

The County Board Chairman shall appoint liaisons to various boards and committees including, but not limited to, the Community 708 Mental Health Board, the Housing Authority Board, the KenCom Executive Board, and the Board of Health, with the advice and consent of the County Board. ~~The same per diem rules specified in Section XVI A. PER DIEM apply for appointed Board members.~~ (Amended 11/07/2006, 06/19_/2012, Res. 2012-29 __, 11/15/2022)

XIII. COMMITTEE VACANCIES

- A. Whenever any member of any committee is either temporarily or permanently unable to perform the duties of such appointment due to resignation, death, disability, illness, or absence, the Chairman of the County Board may declare such position vacant and appoint another member to fill the vacancy, subject to the approval of the County Board. If the vacancy is temporary and not permanent, the appointment shall terminate once the incumbent member is able to return to perform the duties of the committee assignment. If a member misses three (3) consecutive meetings, the County Board Chairman may replace that member either permanently or temporarily, subject to the approval of the County Board. (Amended 11/07/2006, 06/19/2012, Res. 2012-29__)

XIV. COMMITTEE POWERS

- A. The various elected officials and department heads, in addition to the County Board staff, shall provide such assistance, information and support to the standing committees and to the Board as a whole as shall be required by said committees or by the Board. Information required by the Board or any of its standing committees shall be provided upon request of any board member or board staff. The staffing for the standing committees shall be provided by the County Board staff. All County Board Committees, in the exercise of their oversight and legislative functions and powers, shall have the right to summon employees and to review those documents and records necessary or helpful in the exercise of such responsibilities. Willful failure to respond to a written request issued to a County employee or appointed

department head by a Board Committee shall be sufficient cause to authorize the Committee to apply to the County Board Chairman for an order of the failure of the employee to appear and to request an immediate redress of said grievance. Moreover, it shall be the policy of the County Board that the County Board staff shall be made available in their respective areas of expertise to the elected County officers and to the various department heads, to the extent that the said request is not in conflict with the priorities assigned by the County Board.

- B. All Committees and Committee Chairmen shall be appointed by the Chairman of the County Board with approval of the County Board. ~~A County Board member may only be the Chairman of a single committee.~~ Each Committee Chairman shall appoint their committee vice chairman. (Amended 11/18/2008, 11/15/2022)
- C. Meetings of all Committees may be held on a regular meeting date and place or may be called by three (3) days notice by the Committee Chairman or a majority of the Committee. When called, a copy of said notice shall be sent to ~~the Office of Administrative Services Administration~~ Administration (Amended 11/15/2022).
- D. Any Board Member is welcome and encouraged to attend Committee meetings other than Committees to which the Board Member is assigned. A Committee Chairman has the option of appointing other Board Members to meet the minimum level required for a quorum. If a Board Member is appointed to meet the Committee quorum, the Board Member is entitled ~~to collect a per diem and~~ to vote for the duration of the meeting. (Amended 12/15/2009, 11/15/2022)
- B. The Committee Chairman shall designate a recorder to keep minutes of each meeting and shall file a copy thereof with the Clerk on or before the next regular County Board meeting date.

XV. COUNTY BOARD LIAISONS (11/15/2022):

- A. Labor and Grievance Liaison: Serves as the County Board's representative for all union negotiations. Reports to the full County Board monthly during the first County Board Meeting of the month.
- B. Law Justice and Legislation Liaison: Serves as the main point of contact with the Sheriff's Office, Judiciary, State's Attorney's Office, Public Defender, Court Services, KenCom, and the Circuit Clerk's Office. Advises the County Board on legislative matters at the state and federal level. Reports to the full County Board monthly during the first County Board Meeting of the month.
- C. Health Liaison: Serves as the main point of contact with the Board of Health, 708 Mental Health Board, Kendall County Housing Authority, and Northwest Water Planning Area Alliance Executive Board. Reports to the full County Board monthly during the first County Board Meeting of the month.

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D. All Liaison's shall be appointed by the Chairman of the County Board with approval of County Board. Each Liaison may appoint an alternate Liaison to serve in their absence.

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XVI. COMMITTEE REPORTS:

- A. Committee reports shall be made by the Chairman of each respective Committee, or, in his absence by the Vice-Chairman of said Committee. In the event of the absence of both the Chairman and Vice-Chairman of a Committee at a regular County Board Meeting, the Committee report may be made by any other member of said Committee.
- B. All Committees shall report in writing giving the facts and opinions thereon, and every report will be approved by the County Board.

XVII. COUNTY BOARD MEMBERS SALARY AND PER DIEM

- A. The salary of the County Board members, excluding the County Board Chairman, shall be established by resolution of the County Board.
(Amended 06/19/2012, Res. 2012-29, 11/15/2022)
- ~~B. A County Board member may collect a per diem for attending County Board meetings and assigned County Board Committee meetings (as assigned pursuant to Sections XII and XIII above). A County Board member may also collect a per diem for attending meetings of other organizations for which the County Board member has been assigned to and approved to attend by the County Board. A per day or per diem compensation covers the entire 24 hours in a day. A County Board member who attended a meeting of the County Board as well as one or more other qualifying meetings on the same day may only receive one per diem of the amount established by resolution of the County Board. If the member he attended two or more qualifying meetings on the same day, the member may receive only one per diem of the amount established by resolution of the County Board. (Amended 10/15/2002; 06/19/2012, Res. 2012-29)~~

XVIII. COUNTY BOARD CHAIRMAN AND LIQUOR CONTROL COMMISSIONER COMPENSATION

- A. The County Board Chairman's salary shall be established by resolution of the Kendall County Board. Additionally, a stipend shall be established by resolution of the Kendall County Board for the role of Liquor Control Commissioner. ~~Furthermore, the County Board Chairman shall receive an additional per diem for attendance at County Board Committee meetings for which the County Board Chairman has been assigned to and approved by the County Board, for attending Committee of the Whole (COW) meetings, and for attending meetings of other~~

~~organizations for which the County Board Chairman has been assigned to and approved to attend by the County Board. The County Board Chairman shall not collect a per diem for attending County Board meetings. A per day or per diem compensation covers the entire 24 hours in a day. If the County Board Chairman attended two or more qualifying meetings on the same day, the County Board Chairman may receive only one per diem of the amount established by resolution of the County Board. (Amended 05/20/08; 06/19/2012, Res. 2012-29, 11/15/2022)~~

~~XIX~~VIII. MILEAGE REIMBURSEMENT AND HEALTH INSURANCE

- A. The County Board Chairman and County Board members are allowed mileage reimbursements to attend ~~committee meetings, subcommittee meetings, County Board meetings, county business meetings, seminars, conferences, and~~ out of county travel for meetings assigned by the County Board Chairman. The mileage reimbursement rate is the same rate set by the Internal Revenue Service for mileage deductions.
- B. The type of coverage and cost of Health Insurance for the County Board Chairman and the County Board members may be established by resolution of the County Board. (Amended 06/19/2012, Res. 2012-29)

~~XXIX~~AMENDMENT & EFFECT OF RULES

- A. No alteration or amendment shall be made in any rules of the County Board without the consent of 2/3 of the County Board members thereof. The rule may be suspended in any particular case by vote of 2/3 of the County Board members present.
- B. All questions not covered by these Rules of Order shall be decided by *Roberts Rules of Order, Revised*.
- C. All rules or parts of rules previously passed, or adopted by the County Board relating to Rules of Order, and the same are hereby, repealed.
- D. The above and foregoing Rules shall be in full force and affect after their passage and approval by the County Board and until such times as such Rules are altered, changed, repealed or amended by appropriate action of the said County Board

~~XXI~~SEVERABILITY:

If any County Board Rules are in conflict with the Counties Act, Illinois Compiled Statutes, Chapter 55, Section 5/2-1001 through 5/2-1007, or any other State Statute, they shall be deemed null and void.

In the event that any of these Rules shall conflict with the provisions of Illinois law, that rule shall be deemed to be of no further force and effect. The determination of the invalidity of any such rule shall not affect the validity of the remainder of the rules.

Adopted: May 9, 1972

Amended: December 14, 1976
December 12, 1978
March 8, 1983
January 12, 1988
April 9, 1991
November 16, 1999
October 15, 2002
November 7, 2006
May 20, 2008
November 18, 2008
December 15, 2009
June 19, 2012 (Resolution 2012-29)
March 7, 2017
October 3, 2017
April 3, 2019
June 18, 2019
August 18, 2020
November 15, 2022

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