

**COUNTY OF KENDALL, ILLINOIS**  
**FACILITIES MANAGEMENT COMMITTEE**  
**Meeting Minutes for Monday, January 9, 2023**

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**Call to Order** – Committee Chair Brian DeBolt called the Facilities Management Committee to order at 4:00 p.m.

**Roll Call**

<b>Attendee</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
Bachmann, Zach	Here		
DeBolt, Brian	Here		
Kellogg, Matt	Yes		
Peterson, Jason	Here		
Shanley, Brooke			

**Others Present** – County Administrator Scott Koeppel, Facilities Director Dan Polvere, Assistant Facilities Director Luke Prisco, Technology Director Matt Kinsey, Deputy Director Meagan Briganti

**Approval of Agenda** - Member Peterson made a motion to approve the agenda, second by Member Bachmann.  
**With four members present voting aye, the motion carried by a vote of 4-0.**

**Approval of November 10, 2022 Meeting Minutes** – Member Kellogg made a motion to approve the November 10, 2022 meeting minutes, second by Member Peterson. **With four members present voting aye, the motion carried by a vote of 4-0.**

**Public Comment** - None

**Status Reports**

- **GIS** – Megan Briganti, Deputy Director submitted to the committee the 2022 GIS accomplishment report. Briganti highlighted the efficiency of the department workload with less employees. Briganti explained to the committee what service GIS/mapping provides for the county. Briganti highlighted the promotion of Josh Carlson to GIS Developer along with his win of the 2022 Esri Community Contest. Briganti reported updates of how GIS has provided services within the community such as Oswego Public Library and the Kendall County Forest Preserve.
- **FY 2023 Capital Project List** – Dan Polvere, Director of Facilities Management reported to the committee the list of capital projects and procurements for the county departments/buildings for the 2023 fiscal year.

**Old Business/Project Updates** - None

**New Business/Projects**

- Court Technology Modernization Initiative/Grant Process*** – Facilities Director Polvere explained the judiciary is working on a grant to upgrade the AV systems in the courtrooms. Polvere stated that the based budget on other counties that have completed this the project estimate is \$300,000.00. Once the grant is awarded, capital funds will make up the difference in the balance. The project is in the planning stages between the vendor, facilities, technology and GIS.
- Kendall County Phase One Capital Improvement Project*** – Chair DeBolt informed the committee of the meeting scheduled with the architects and County Clerk Debbie Gillette to review the building progress thus far. Chair DeBolt updated the progress on the purchase of the “old firehouse” and the vacant lots behind the firehouse building. The target date is early spring for the bid process to begin. Discussion on the project progressed.

- C. *Tours of Facilities* – Facilities Director Polvere offered tours of the facilities to the new committee members.
- D. *Kendall Area Transit (KAT) grant from Rebuild IL for the design and construction of an operations facility* – County Administrator Scott Koeppl explained how funding for the project was achieved and where the building will be located. Facilities Director Polvere discussed the status of the bid documents for the project.
- E. *Discussion of GIS Shared Services* – Deputy Briganti submitted a proposal to the committee to have an Intergovernmental Agreement (IGA) drafted for shared GIS Services. Briganti stated the benefits and savings this service will provide. Motion to draft an Intergovernmental Agreement (IGA) for a GIS Shared Services contract with Oswego and Yorkville to the State’s Attorney’s Office by Member Kellogg. Second by Member Peterson. **All members present voting aye, Motion Approved.**
- F. *Discussion of an Intergovernmental Agreement for the Sharing of Services, Staff and Equipment between the Village of Oswego, Kendall and Will Counties, Illinois, The Oswego Township, The Oswego Library District, The Oswego Fire Protection District, The Oswegoland Park District, Kendall County and Oswego Community School District 308* – Motion to forward the Intergovernmental Agreement for the Sharing of Services, Staff and Equipment between the Village of Oswego, Kendall and Will Counties, Illinois, The Oswego Township, The Oswego Library District, The Oswego Fire Protection District, The Oswegoland Park District, Kendall County and Oswego Community School District 308 to the county board for approval by Member Kellogg. Second by Member Peterson. **All members present voting aye, Motion Approved.**

**Chair Report** - None

**Executive Session** – None

**Other Business** – None

**Public Comment** – None

**Questions from the Media** – None

**Items for the January 17, 2023, County Board Meeting** – Full board approval of the Intergovernmental Agreement for the Sharing of Services, Staff and Equipment between the Village of Oswego, Kendall and Will Counties, Illinois, The Oswego Township, The Oswego Library District, The Oswego Fire Protection District, The Oswegoland Park District, Kendall County and Oswego Community School District 308

**Items for the States Attorney’s Office** – Draft an Intergovernmental Agreement (IGA) for a GIS Shared Services contract with Oswego and Yorkville to the State’s Attorney’s Office

**Items for COW** - None

**Adjournment** – Member Peterson made a motion to adjourn the Facilities Committee meeting, Member Bachmann seconded the motion. **With four members present voting aye, the meeting was adjourned at 4:54 p.m. by a vote of 4-0.**

Respectfully submitted,

Christina Wald  
Administrative Assistant and Recording Clerk