

Kendall County Circuit Clerk Report

August Update: In the month of August, the Circuit Clerks Office is continuing training for the new Manual of Recordkeeping changes, and updates to eFile. We had 1 staff leave the office and 1 give notice and are working on hiring the replacements. In addition, we are currently implementing the new state laws and mandates.

2021 Case Filings YTD

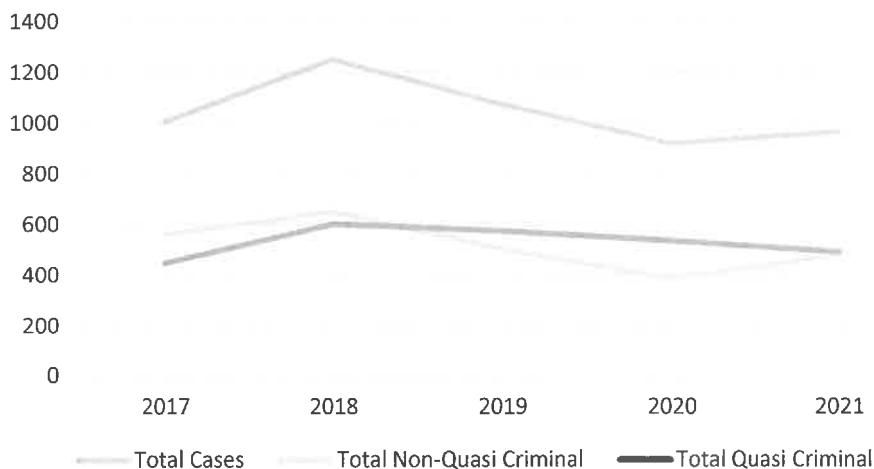
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG
Adoption	2	0	1	2	0	1	2	1
Contempt of Court	3	4	3	0	5	2	4	4
Criminal Felony	16	29	42	27	34	56	27	42
Chancery	3	6	3	3	5	10	6	5
Civil Law Vilolation	1	1	1	0	3	1	0	2
Criminal Misdemeanor	45	33	34	51	38	55	46	46
Conservation Violation	2	1	0	0	2	2	6	1
Divorce	41	30	38	35	31	26	42	38
DUI	15	12	24	18	25	30	14	21
Eminent Domain	0	0	0	0	0	0	0	0
Family	16	5	13	10	9	12	9	15
Juvenile	0	0	2	0	4	2	0	0
Juvenile Abuse/Neglect	2	4	9	16	6	12	3	5
Juvenile Delinquency	6	4	13	2	6	14	16	4
Law	10	11	11	6	9	6	7	10
Law Magistrate	25	57	46	32	28	40	25	29
Mental Health	0	0	2	3	1	2	0	1
Misc. Remedy	22	27	30	24	28	28	20	26
Order of Protection	21	22	27	35	37	32	27	39
Ordinance Violation	0	4	4	2	4	1	4	0
Probate	15	24	20	14	6	17	20	11
Small Claims	118	117	140	84	89	110	73	166
Traffic	286	267	465	491	354	472	432	488
Tax	1	0	0	18	1	5	1	0
Wills	26	16	15	16	18	18	17	10
Misc	7	1	6	4	6	2	0	1
	683	675	949	893	749	956	801	965
Totals for 2020	1025	1014	705	349	442	642	801	919

Note: CH Foreclosures filings are at 5, LM Evictions are 16

CIRCUIT CLERK: 2017-21 JULY CASELOAD NUMBERS

	2017	2018	2019	2020	2021
Adoption	1	0	0	1	1
Contempt of Court	5	2	1	3	4
Criminal Felony	29	61	38	35	42
Chancery	35	28	40	3	5
Civil Law Vilolation	9	14	8	0	2
Criminal Misdemeanor	66	79	62	50	46
Conservation Violation	5	3	1	0	1
Divorce	49	46	29	38	38
DUI	13	23	23	12	21
Eminent Domain	0	0	1	0	0
Family	10	12	18	4	15
Juvenile	0	0	0	0	0
Juvenile Abuse/Neglect	3	0	0	6	5
Juvenile Delinquency	21	26	20	6	4
Law	6	12	8	11	10
Law Magistrate	50	64	69	19	29
Mental Health	0	0	0	2	1
Misc. Remedy	32	29	29	24	26
Order of Protection	40	32	31	30	39
Orninance Violation	2	0	0	4	0
Probate	7	12	8	11	11
Small Claims	159	194	108	107	166
Traffic	440	597	572	529	488
Tax	2	0	0	0	0
Wills	22	19	9	22	10
Misc	0	0	0	2	1
Total Cases	1006	1253	1075	919	965
Total Non-Quasi Criminal	559	653	502	386	476
Total Quasi Criminal	447	600	573	533	489

August Case Load Last 5 Years



Non-Profit Sector

ARPA Policy and Procedures for Survey Monkey Applications:

Policy

- 1.1. In order to address the financial hardships of Non-Profits serving the residents of Kendall County, Kendall County has created a grant program. This grant program is funded from the American Rescue Plan Act of 2021. This financial assistance is for Non-Profits who have experienced a loss of revenue or increased expenses since March 2020. The grant request will be 25% of their 2019 or 2020 revenue, capped at \$25,000. Eligible applicants may fill out an application via <https://kendallcounty.smapply.io/>.
- 1.2. Eligibility:
 - 1.2.1. Must be a 501c3, 501c6, 501c10, 501c19, or 501c23
 - 1.2.2. Must have submitted a version of Form 990 with the IRS in 2019 and 2020
 - 1.2.3. Must serve residents of Kendall County

Procedure

1. Grantee fill out Non-Profit Grant Program Application on Survey Monkey
 - a. Provides the following information:
 - Organization information
 - Proof that they serve residents of Kendall County
 - 2019 and 2020 Form 990s
 - Amount of grant request
2. Staff Review Verifies:
 - Organization is a valid non-profit assisting residents of Kendall County
 - Application is fully filled out
 - 2019 and 2020 revenue and expense numbers
 - Grant request is 25% of 2019 or 2020 revenue, capped at \$25,000
3. Staff Options:
 - a. Denied
 - b. Additional Questions- staff will fill out what other information is needed from grantee and have them input/correct ARPA Non-Profit Grant Program
 - c. Approve- meets all qualifications will be sent to Committee, prepares application and summary report
 - *All three responses will generate an email sent back to the applicant
4. Committee will review the Non-Profit Grant Program Application
 - a. Denied
 - b. Additional Questions- Non-Profit Grant Program Application will be sent back to staff review
 - Staff will email grantee for more information
 - c. Approve – will be sent on to County Board for final approval

Non-Profit Sector

- Staff will fill out the contract for each application
 - Sent to States Attorney's office for review
5. County Board receives applications approved from Committee Review
 - a. Denied
 - b. Additional Questions- will get sent back to staff review repeats steps 3&4
 - c. Approves
 - Head Chairman signs the contract, sends contract back to administration
 6. Administration Department
 - a. Fill out master excel sheet
 - b. Prepare the necessary ARPA Application External Document for the Treasurer's Office to cut a check
 7. Treasurer Office
 - a. Enters information into Tyler Munis
 - b. Cuts check and notifies Administration Department check is ready
 8. Administration Department
 - a. Gathers check and necessary documentation
 - b. Emails resident they were approved and the check is ready to be picked up
 9. Resident and staff meet they sign the contract
 - a. Grantee signs contract
 - b. Administration once contract is signed makes a copy, then gives copy to grantee
 10. Administration
 - a. Gathers all documentation scans into folder and files
 - b. After..... Days/weeks/months gathers documentation on how the Non-Profit spent the ARPA grant money. Adds documentation to the current scans and adds to files

Flow Chart – External ARPA Applications

