

COUNTY OF KENDALL, ILLINOIS COMMITTEE OF THE WHOLE

Kendall County Office Building, 111 W. Fox Street County Board Rm 209 & 210, Yorkville, IL 60560

> Thursday June 15, 2023, at 4:00pm MEETING AGENDA

- 1. Call to Order and Pledge of Allegiance
- 2. **Roll Call:** Matt Kellogg (Chairman), Scott Gengler (Vice-Chair), Zach Bachmann, Brian DeBolt, Elizabeth Flowers, Dan Koukol, Jason Peterson, Ruben Rodriguez, Brooke Shanley, Seth Wormley
- 3. *MOTION (VV) Approval of Agenda
- 4. *MOTION (RC) Approval of Claims
- 5. New Committee Business
 - A. <u>Presentation/Demonstration</u> of Digital Food Inspection Program: A Collaboration between GIS and Environmental Health Departments
 - B. **DISCUSSION:** County Administrator Position
 - C. <u>MOTION (Forward to CB)</u> Approval of FY23 Budget Human Resources Department
 - D. DISCUSSION: FY24 Budget Approval Calendar
 - E. **DISCUSSION:** Kendall County Connect
 - F. **DISCUSSION:** Kendall County Building Updates
- 6. Old Committee Business
- 7. Department Head and Elected Official Reports
- 8. Public Comment
- 9. Questions from the Media
- 10. Chairman's Report
- 11. Review Board Action Items
- 12. Executive Session
- 13. Adjournment



Human Resources Budget

		Human Resources Dauget	
Org	Object	Account & Description	Budget 2023
		Personnel	
		Salaries- Director	140,000.00
		Salaries- Generalist	84,496.75
		Salaries- Interns	9,630.00
		Total Personnel	234,126.75
		Contractual	
		Subscription	269.66
		Contractual Service	2,250.53
		Professional Organization	474.00
		Training	1,200.00
		Total Contractual	2,994.19
		Commodities	
		Office Supplies	9,876.04
		Postage	250.00
		Mileage	500.00
		Technology	2,283.46
		Internship Program	135.00
		Employee appreciation	9,500.00
		Total Contractual	10,626.04
		Department Total	247,746.98

FY24 Budget Approval Calendar

Admin & User Departments/Offices Frepare salary spreadsheets Establish FY24 Budget Criteria and Authorize FY24 Capital Budget Process Establish FY24 Budget Criteria and Authorize FY24 Capital Budget Process Send FY24 Capital Plan Process and Budget Criteria		Date	Responsible Party/Meeting	Time	Task
6/99/2023 Finance Committee 4.00pm Establish FY24 Budget Criteria and Authorize FY24 Capital Budget Process Send FY24 Capital Plan Process and Budget Criteria	JUN				
Maintenance			1		1 7 1
Fig. 2016 Total Plan budgets and salaries Finance Committee				4:00pm	
Till		6/30/2023	Administration		Send FY24 Capital Plan Process and Budget Criteria
7/13/2023 County Board Meeting 9:00am 7/27/2023 Finance Committee 4:00pm 8/2/2023 County Board Meeting 8/8/2023 *DHEOs Capital Plan budgets due Operations budgets due including salaries 8/14-8/18 *DHEOs Operations budgets due including salaries 8/14-8/18 *DHEOs Meet with Department Heads Prepare budget books/tablets/overviews 8/24/2023 Finance Committee 4:00pm 8/15/2023 County Board Meeting 9:00am 8/15/2023 County Board Meeting 9:00am Budget Hearings-TBD 9/15/2023 COWFinance Committee 8:30am Budget Hearings-TBD 9/14/2023 COW 4:00pm 9/19/2023 COWFinance Committee 9:30am Budget Hearings-TBD 9/18/2023 Admin 9:00am Approve Tentative Budget and Forward to County Board 9/19/2023 County Board Meeting 9:00am Approve Tentative Budget at least 15 days prior to final action 9/19/2023 County Board Meeting 9:00am 9/28/2023 Finance Committee 9:00am 10/12/2023 County Board Meeting 9:	JUL				
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11/21/2023 County Board Meeting 9:00am Levy hearing and approval				•	Levy hearing and approval
11/30/2023 Finance Meeting 4:00pm			•		Levy hearing and approvar
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DEC 12/5/2023 County Board Meeting 6:00pm	DEC	12/5/2023	County Board Meeting	6:00pm	
12/14/2023 COW 4:00pm				_	
12/19/2023 County Board Meeting 9:00am Last day to certify Levy on or before the last Tuesday in December		12/19/2023	County Board Meeting	9:00am	Last day to certify Levy on or before the last Tuesday in December
12/28/2023 Finance Meeting 4:00pm				4:00pm	
*DHEOs = Department Heads & Elected Officials			e		

KENDALL COUNTY

804 John Street, Suite B, Yorkville, IL 60560

Facilities Management

(630) 553-4102 Fax (630) 553-4125



County Office Building Campus Project Update

6/15/23 Committee-of-the-Whole

- The Board previously approved the Demolition Package for the Annex Building.
- Abatement of asbestos and lead paint was completed on Thursday, June 8th.
- Demolition of the Annex will proceed on Wednesday, June 14th (pending utility shut-offs by Nicor and ComEd).
- On May 31st, a letter was sent to (66) neighbors of the County Office Building Campus to inform them about the demolition of the Annex and the start of construction.
- Bids for (13) Subcontractor Packages for Phase 1 were opened on May 25th.
- (44) Total Bid Packages were received.
- Cordogan Clark is in the process of due diligence and scope reviews of the lowest bidders to ensure they fully understand the scope of work & they meet all qualifications, etc.
- (3) packages (Asphalt/Site Concrete, Roofing and Elevator) whose bid durations have been extended to reach more bidders will be opened on June 14th at 2:00 PM.
- A full Recommendation Package will be sent to the Board on Thursday, 6/22 for discussion and vote at the Tuesday, 6/27 Board Meeting.
- The decision was made not to make any bid recommendations to the Board until we have definitive numbers for the remaining (3) Packages.
- We are sitting at about \$613K under Cordogan Clark's last estimate.
- Closing on the Firehouse at 101 Fox Street was completed Friday, June 2.
- We have completed moving items from the Annex into the Firehouse and are continuing this week to install Wi-Fi, security cameras and to modify the Kitchen into a "construction office".