

COUNTY OF KENDALL, ILLINOIS
ECONOMIC DEVELOPMENT/ ADMINISTRATION COMMITTEE
Meeting Minutes for Wednesday June 21, 2023, at 5:30 p.m.

Call to Order The Economic Development and Administration Committee meeting was called to order by Committee Chair Elizabeth Flowers at 5:30 p.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
Elizabeth Flowers	Here		
Scott Gengler	Absent		
Dan Koukol	Here		
Brooke Shanley	Absent		
Seth Wormley	Here		

With three (3) members present a quorum was established.

Staff Present: Latreese Caldwell, Taylor Cosgrove, Matt Asselmeier

Approval of Agenda – Member Koukol made a motion to approve the agenda, second by Member Wormley. **With 3 members voting aye, the motion was carried by a vote of 3-0.**

Committee Reports and Updates

- A. **Animal Control Department Update** – Taylor Cosgrove updated the committee and presented the May 2023 Animal Control monthly reports which are included in the packet on pages 1-8.
The Committee agreed that the bite report going forward should include the outcomes of these animals. The committee also asked Ms. Cosgrove to bring a report on AC vehicles to include mileage and pictures of the condition of vehicles. Also, pictures of their laundry equipment for the next meeting.
- B. **Emergency Management Agency Update** – May 2023 EMA monthly update report included in packet on pages 9-10.
- C. **Revolving Loan Status Update** – The revolving loan status update is included in packet on page 11.

New Committee Business

A. MOTION: Approval of Animal Control Clear the Shelter Initiative

The Director of Animal Control Taylor Cosgrove spoke about the annual initiative *Clear the Shelter* which takes place in August. NBC and Telemundo promote this event nationally with the goal to help shelter animals find forever homes and advertise the need for donations at participating shelter facilities. The national ad campaign is held for the full month of August. Animal Control currently waives adoption fees for animals in the facility held over 90 days. Animal Control is seeking approval to waive the adoption fees for animals over 6 months of age that they've had in the facility for 60+ days prior to the weekend of August 26 and 27th. The registration for this event is free and AC will receive the benefit of this national initiative.

Member Wormley made a motion to approve the Animal Control Clear the Shelter Initiative including the waiving of adoption fees for animals over 6 months and have been held by animal control for 60+ days prior to the event, second by Member Koukol. **With 3 members voting aye, the motion was carried by a vote of 3-0.**

B. DISCUSSION: Economic Development Coordinator Position

Director of PBZ Matt Asselmeier spoke about the Economic Development Coordinator position. The search to fill this position is on-going and will be advertised for an additional 30 days and reposted. It will now be advertised on the Illinois American Planning Association, the Illinois City Managers Association, and the same avenues it was advertised the first time. Mr. Asselmeier explained that this position will be in the Planning, Building and Zoning Department as of May 16, 2023.

C. DISCUSSION: Kendall County Economic Development Group

The committee discussed bringing back the Kendall County Economic Development Group. This group would meet over lunch once a month and would extend an invitation to all towns/cities within Kendall County. The committee was in consensus that the next steps should be to update the contact lists, wait until the EDC position is filled, start developing mission statement, work on tasks for KEDA, obtain a list of viable locations, and create a database.

Old Committee Business – None

Chairman's Report – None

Public Comment – None

Questions for the Media - None

Executive Session – None

Items for the Committee of the Whole Meeting – None

Action Items for County Board – None

Adjournment – Member Koukol made a motion to adjourn, second by Member Wormley. **With three (3) members present in agreement, the meeting was adjourned at 5:57 p.m.**

Respectfully submitted,
Sally A. Seeger,
Administrative Assistant/Recording Secretary