

**KENDALL COUNTY BOARD AGENDA
ADJOURNED JUNE MEETING**

Kendall County Office Building, Rooms 209 & 210, Yorkville IL 60560

Tuesday, August 15, 2023, at 9:00 a.m.

1. Call to Order
2. Pledge of Allegiance
3. Invocation
4. Roll Call
5. Determination of a Quorum
6. Approval of Agenda
7. Special Recognition
8. Public Comment
9. Consent Agenda
 - A. Approval of County Board Minutes from July 18, 2023
 - B. Standing Committee Minutes Approval
 - C. Approval of Claims in an amount not to exceed \$1,627,751.35
 - D. Intergovernmental Agreement (IGA) for Geographic Information Systems (GIS) Services between Kendall County and the Village of Oswego
 - E. Intergovernmental Agreement (IGA) for Geographic Information Systems (GIS) Services between Kendall County and Oswegoland Park District
 - F. Approval of an Intergovernmental Agreement between the Township of Oswego and the County of Kendall for the TransUnion TLOxp Program for a Period of Two Years at a Cost of \$600 Annually Paid by Kendall County to Oswego Township; Related Invoices to be Paid from the Planning, Building and Zoning Department's Budget
 - G. Approve Intergovernmental Agreement for Kendall County Transportation Alternatives Program ("KC-TAP") funding grant to the Village of Oswego for installation of a path along State Route 31 (2023)
 - H. Approve Resolution to amend Resolution No. 12-33 which establishes the Kendall County Transportation Alternatives Program (KC-TAP)
 - I. Approve Preliminary Engineering Services Agreement between Kendall County and HR Green, Inc. for the replacement of Structure 047-3013 in the amount of \$234,645.51
 - J. Approval and Acknowledgement of the Fiscal Year 2024 Annual Probation Plan for 23rd Judicial Circuit Court Kendall County.
10. Old Business
11. New Business
 - A. Approve a Resolution Increasing Election Judge Daily Compensation for Kendall County, Illinois
12. 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. Regional Office of Education
 - J. EMA
 - K. VAC
13. Standing Committee Reports
14. Special Committee Reports
15. Liaison Reports
16. Other Business
17. Chairman's Report
18. Public Comment
19. Questions from the Press
20. Executive Session
21. Adjournment

If special accommodations or arrangements are needed to attend this County meeting,
please contact the Administration Office at 630-553-4171, a minimum 24-hours prior to the meeting time.

**KENDALL COUNTY BOARD
ADJOURNED JUNE MEETING
July 18, 2023**

STATE OF ILLINOIS)
) SS
COUNTY OF KENDALL)

The Kendall County Board Meeting was held at the Kendall County Office Building, Rooms 209 & 210, in the City of Yorkville on Tuesday, July 18, 2023, at 9:00 a.m. The Clerk called the roll. Members present: Matt Kellogg, Zach Bachmann, Brian DeBolt, Elizabeth Flowers, Scott Gengler, Dan Koukol, Jason Peterson, Ruben Rodriguez, Brooke Shanley and Seth Wormley. Member(s) absent: None.

The Clerk reported to the Chairman that a quorum was present to conduct business.

PLEDGE OF ALLEGIANCE

Jeff Burgner, County Inspector General led the Pledge of Allegiance.

INVOCATION

Vernon Fatima from Grace Community Church gave the invocation.

THE AGENDA

Member DeBolt moved to approve the agenda. Member Rodriguez seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. Motion carried.

SPECIAL RECOGNITION

Yorkville High School – Boys Track & Field 4x 400 Relay Team

Yorkville High School – Varsity Girls Softball Team

PUBLIC COMMENT

Todd Milliron asked for Item F to be removed from the consent agenda. Mr. Milliron spoke about being reimbursed for the fees he incurred with his court case.

Scott Pugsley spoke about the Oswego Fire Department Board appointments.

Pat Stiles spoke about the Oswego Fire Department Board appointments.

Margaret Sheehan spoke about elections.

Steve Youhanaie spoke about the Kendall County Party and Board per diems and attendance.

CONSENT AGENDA

Member DeBolt moved to approve the consent agenda of the following with Item F removed.

A. Approval of County Board Minutes from June 27, 2023

B. Standing Committee Minutes Approval

C. Approval of Claims in an amount not to exceed \$3,186,223.18 and \$2,485,556.05

D. Approval of an Intergovernmental Agreement between Kendall and Kane County for Juvenile Detention Services to extend from date of signing until November 30, 2026.

E. Approval of an Intergovernmental Agreement between the Village of Millbrook and the County of Kendall to Administer the County's Ordinances for Zoning, Building Code, Subdivision Control, Comprehensive Plan and Stormwater Management within the Jurisdiction of the Village of Millbrook for a Term of One (1) Year in the Amount of \$1.00 Plus Associated Costs Paid by the Village of Millbrook to the County of Kendall

F. Removed.

Member Rodriguez seconded the motion. Chairman Kellogg asked for a roll vote on the motion. All members present voting aye. Motion carried.

C) COMBINED CLAIMS: ADMIN \$270.77; ANML CNTRL WRDN \$1,102.67; ASSESS \$230.89; CIR CT CLK \$6,029.22; CIR CRT JDG \$289,232.45; CORR \$9,433.28; CNTY BRD \$518,722.89; CNTY CLK \$6,778.60; HIGHWAY \$2,120,657.26; CNTY Co Board 7/18/2023

TRSR \$5,373.60; ELECTION \$4,394.00; FCLT MGMT \$17,229.78; GIS COORD \$42.13; HLTH & HMN SRV \$9,865.79; JURY \$4,579.36; MRT COMM \$673.00; PBZ \$672.21; POSTG \$40,000; PROB SPVSR \$1,216.91; ROE \$930.51; SHRF \$14,533.66; ST ATTY \$1,521.52; TECH \$2,479.35; UTIL \$17,766.33; VET \$2,399.38; FP \$47,025.24; SHF \$18,374.77; SHF \$44,687.61

COMBINED CLAIMS: ADMIN \$158.71; ANML CNTRL WRDN \$4,688.04; ASSESS \$175.57; CIR CT CLK \$56.00; CIR CRT JDG \$18,023.70; CMB CRT SRV \$44,628.62; CRNR \$5,567.20; CORR \$40,783.61; CNTY ADMN \$749.00; CNTY BRD \$169,751.60; CNTY CLK \$7,615.01; HIGHWAY \$883,226.54; CNTY TRSR \$3,079.43; ELECTION \$18,500.00; EMA \$12,033.53; EMA DRCTR \$486.11; FCLT MGMT \$32,217.20; GIS COORD \$751.36; HLTH & HMN SRV \$45,290.59; HR \$383.43; JURY \$564.02; MRT COMM \$1,260.00; PBZ \$2,054.43; POSTG \$1,045.74; PRSDNG JDG \$7,419.01; PROB SPVSR \$15,522.51; PUB DFNDR \$1,193.76; ROE \$7,309.69; SHRF \$53,603.83; ST ATTY \$1,681.76; TECH \$12,695.83; UTIL \$30,439.02; VET \$4,384.11; FP \$17,279.33; SHF \$56,543.72 CIVIL \$984,394.04

D) A complete copy of IGAM 23-27 is available in the Office of the County Clerk.

E) A complete copy of IGAM 23-28 is available in the Office of the County Clerk.

NEW BUSINESS

Kendall County Case No. 22 MR 61

Member Gengler moved to approve Resolution for entry of Agreed Order in Milliron, et al. v. Kendall County Case No. 22 MR 61. Member Flowers seconded the motion.

Member Gengler moved to amend the Resolution for entry of Agreed Order in Milliron, et al. v. Kendall County Case No. 22 MR 61 removing the County Administrator's name (Scott Koepfel). Member Shanley seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Chairman Kellogg asked for a roll call vote on the original motion as amended. All members present voting aye. **Motion carried.**

A complete copy of Resolution 23-37 is available in the Office of the County Clerk.

ELECTED OFFICIAL & OTHER DEPARTMENT REPORTS

Sheriff

Sheriff Dwight Baird spoke about the Rapid Deployment training and the Respect for Law Banquet.

County Clerk & Recorder

Revenue Report		6/1/23-6/30/23	6/1/22-6/30/22	6/1/21-6/30/21
Line Item	Fund	Revenue	Revenue	Revenue
CLKFEE	County Clerk Fees	\$596.00	\$810.50	\$1,389.50
MARFEE	County Clerk Fees - Marriage License	\$1,920.00	\$2,100.00	\$2,100.00
CIVFEE	County Clerk Fees - Civil Union	\$0.00	\$0.00	\$30.00
ASSUME	County Clerk Fees - Assumed Name	\$30.00	\$15.00	\$80.00
CRTCOP	County Clerk Fees - Certified Copy	\$1,878.00	\$1,558.00	\$1,820.00
NOTARY	County Clerk Fees - Notary	\$0.00	\$300.00	\$270.00
MISINC	County Clerk Fees - Misc	\$36.60	\$25.00	\$63.00
	County Clerk Fees - Misc Total	\$4,460.60	\$4,808.50	\$5,752.50
RECFEE	County Clerk Fees - Recording	\$21,677.00	\$28,866.00	\$47,813.00
	Total County Clerk Fees	\$26,137.60	\$33,674.50	\$53,565.50
CTYREV	County Revenue	\$60,443.25	\$78,916.25	\$67,905.50
DCSTOR	Doc Storage	\$12,665.00	\$16,753.50	\$27,903.50
GISMAP	GIS Mapping	\$40,230.00	\$53,132.00	\$88,380.00
GISRCD	GIS Recording	\$2,682.00	\$3,542.00	\$5,892.00

INTRST	Interest	\$104.87	\$27.79	\$34.13
RECMIS	Recorder's Misc	\$3,076.50	\$5,083.00	\$5,927.25
RHSP	RHSP/Housing Surcharge	\$10,728.00	\$14,589.00	\$25,011.00
TAXCRT	Tax Certificate Fee	\$400.00	\$640.00	\$1,640.00
TAXFEE	Tax Sale Fees		\$50.00	\$55.00
PSTFEE	Postage Fees			
CK # 19705	To KC Treasurer	\$156,467.22	\$206,408.04	\$276,313.88

County Clerk, Debbie Gillette spoke about the voter purge and new software for ordering vital records online.

Treasurer

Office of Jill Ferko
 Kendall County Treasurer & Collector
 111 W. Fox Street Yorkville, IL 60560

Kendall County General Fund

QUICK ANALYSIS OF MAJOR REVENUES AND TOTAL EXPENDITURES
 FOR SEVEN MONTHS ENDED 06/30/2023

<u>REVENUES*</u>	Annual <u>Budget</u>	2023 YTD <u>Actual</u>	2023 YTD% <u>%</u>	2022 YTD <u>Actual</u>	2022 YTD <u>%</u>
Personal Property Repl. Tax	\$915,000	\$693,390	75.78%	\$795,975	171.18%
State Income Tax	\$3,158,685	\$2,241,364	70.96%	\$2,422,884	94.12%
Local Use Tax	\$760,000	\$465,103	61.20%	\$446,890	47.04%
State Sales Tax	\$650,000	\$318,826	49.05%	\$380,323	65.24%
County Clerk Fees	\$350,000	\$155,085	44.31%	\$212,274	60.65%
Circuit Clerk Fees	\$1,050,000	\$710,486	67.67%	\$642,133	51.37%
Fines & Foreits/St Atty.	\$250,000	\$221,740	88.70%	\$183,593	66.76%
Building and Zoning	\$80,000	\$50,445	63.06%	\$69,713	92.95%
Interest Income	\$75,000	\$574,599	766.13%	\$38,346	95.86%
Health Insurance - Empl. Ded.	\$1,488,365	\$731,667	49.16%	\$749,711	47.19%
1/4 Cent Sales Tax	\$3,228,750	\$1,878,510	58.18%	\$1,777,435	55.05%
County Real Estate Transf Tax	\$450,000	\$236,842	52.63%	\$319,562	71.01%

Co Board 7/18/2023

Federal Inmate Revenue	\$584,000	\$243,120	41.63%	\$772,320	40.69%
Sheriff Fees	\$113,663	\$64,810	57.02%	\$56,272	48.93%
TOTALS	\$13,153,463	\$8,585,988	65.28%	\$8,867,430	64.06%
Public Safety Sales Tax	\$7,500,000	\$3,320,787	44.28%	\$3,374,096	61.21%
Transportation Sales Tax	\$7,500,000	\$3,320,786	44.28%	\$3,374,096	56.23%

****All Accruals have been completed at this time. So these figures are where we currently stand for FY2023**

*Includes major revenue line items excluding real estate taxes which are to be collected later.

To be on Budget after 7 months the revenue and expense should at 58.33%

Clerk of the Court

Circuit Court Clerk, Matt Prochaska stated that the Safe-T Act was decided constitutional and will be implemented on September 16, 2023.

State’s Attorney

State’s Attorney, Eric Weis spoke about the Respect for Law Banquet and the Safe-T Act being implemented and mores cases because of this.

Health Department

Director, RaeAnn VanGundy reported that the substance abuse programs are up and running.

Supervisor of Assessments

Supervisor of Assessments, Andy Nicoletti stated that they have mailed out 1,211 Disabled Persons/Veteran renewal forms.

EMA

Tracy Page stated that this is excessive heat awareness month, working on the ILCAT and Hazard Mitigation Plan and spoke about the current storms.

STANDING COMMITTEE REPORTS

Finance

Liability Insurance

Member Peterson moved to approve the Increase Excess Liability Insurance Coverage with an Annualized Premium Increase in an Amount not to Exceed \$46,955. Member DeBolt seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried**

2019 Ford F250

Member Shanley moved to approve the purchase of a 2019 Ford F250 for the Sheriff’s Office at the price of \$35,000. Member Flowers seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried**

Budget Amendment

Member Peterson moved to approve an Ordinance Approving a Budget Amendment for the Kendall County Fiscal Year 2022-23 Annual Budget and Appropriations. Member Bachmann seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried**

A complete copy of Ordinance 23-28 is available in the Office of the County Clerk.

CHAIRMAN'S REPORT

Inspector General Services

Member Shanley moved to approve an Intergovernmental Agreement for Inspector General Services Between Kendall County, Illinois, the Kendall County Sheriff Dwight Baird in his official capacity, and the Kendall County Forest Preserve District. Member Gengler seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of IGAM 23-29 is available in the Office of the County.

Member Rodriguez moved to approve the appointment(s). Member Gengler seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Appointments

Jay DeMarco – Board of Health – 3 year term – Expires July 2026
Karen Kelly – Board of Health – 3 year term – Expires July 2026
Rob DeLong – Oswego Fire District – 3 year term – Expires July 2026
Jason Pesola – Greater Chicagoland Economic Partnership (GCEP) Advisory Board – 3 year term -Expires July 2026

PUBLIC COMMENT

Todd Milliron spoke about adding the monetary amount to the next agenda for his court case.

QUESTIONS FROM THE PRESS

Ethan Krueger from WSPY asked about the settlement agreement for County Board terms and ordinance moving forward.

EXECUTIVE SESSION

Member Peterson made a motion to go into Executive Session for (1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity, (2) collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees, Member Flowers seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

ADJOURNMENT

Member Wormley moved to adjourn the County Board Meeting until the next scheduled meeting. Member Flowers seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

Approved and submitted this 20th day of July 2023.
Respectfully submitted by,
Debbie Gillette
Kendall County Clerk

HIGHWAY COMMITTEE MINUTES

DATE: August 8, 2023
LOCATION: Kendall County Highway Department
MEMBERS PRESENT: Zach Bachmann, Ruben Rodriguez, Dan Koukol, & Brian DeBolt
STAFF PRESENT: Michele Riley and Francis Klaas
ALSO PRESENT: Kelly Farley and PJ Fitzpatrick

The committee meeting convened at 3:30 P.M. with roll call of committee members. Gengler Absent. Quorum established.

Motion DeBolt; second Rodriguez, to approve the agenda as presented. Motion approved unanimously.

Motion Koukol; second DeBolt, to approve the Highway Committee meeting minutes from June 13, 2023. Motion approved unanimously.

Motion DeBolt; second Rodriguez, to recommend approval of an Intergovernmental Agreement for Kendall County Transportation Alternatives Program (“KC-TAP”) funding grant to the Village of Oswego for installation of a path along State Route 31 (2023). Koukol asked about the location of this project. Klaas stated that this is for sidewalk construction along the west side of Route 31 north of Village Hall; but he wasn’t familiar with the exact length, location or schedule for construction. Koukol also asked how much the grant was for. Klaas stated that the Board had already approved the \$50,000 grant to Oswego earlier in the year; and this IGA was following up to codify that action. Other TAP recipients have already had their IGA’s approved for 2023. DeBolt asked about how to get the Forest Preserve rolling with a new path connecting Hoover and Fox River Bluffs Forest Preserves. Klaas indicated that if the new TAP rules are put in place by the Board, the Forest Preserve should jump on the opportunity to go after this funding. Motion approved unanimously.

Motion DeBolt; second Rodriguez, to recommend approval of a Resolution to amend Resolution No. 12-33 which establishes the Kendall County Transportation Alternatives Program (KC-TAP). Klaas described the proposed amendment to the TAP program, which will raise the annual funding from \$75,000 to \$150,000, will increase the maximum limit per project from \$50,000 to \$100,000, will allow for a project to be funded up to 75% with TAP funds, and will allow for the eligibility of maintenance-type projects. Klaas also discussed the new Complete Streets Policy that IDOT has adopted, providing for 100% funding of paths and sidewalks along State Highways. This is good for the local agencies with initial construction costs but makes maintenance of these facilities even more important. Chairman Bachmann emphasized the importance of expanding the TAP and broadening the scope of the program. Rodriguez asked whether it was previously a source of frustration for agencies when they couldn’t use these funds for maintenance. Klaas wasn’t really aware of any problems because the current TAP rules didn’t allow for maintenance; so agencies simply didn’t submit these types of projects. Koukol gave an example of sealcoating a bike path as a possible maintenance project. Klaas also discussed the core mission of the TAP, indicating that its purpose is connectivity, which is why linear projects along State and County Highways are the typical type of project. Koukol confirmed that TAP funding started at \$50,000, was increased to \$75,000, and now, with this

amendment, would be increased again to \$150,000 per year. He indicated that in all the time this program has been around, he has not heard any negative comments about it. Upon further consideration, motion approved unanimously.

Motion DeBolt; second Koukol to recommend approval of a Preliminary Engineering Services Agreement between Kendall County and HR Green, Inc. for the replacement of Structure 047-3013 in the amount of \$234,645.51. Klaas described the proposed bridge replacement on Caton Farm Road just east of Grove Road. The existing bridge is not rated for heavy loads and is very narrow. The engineering work will include some investigation to correct a drainage problem east of the bridge, as well as look at the profile west of the bridge to make sure it won't conflict with a future intersection improvement at Grove Road. Koukol asked if this was a fair price. Klaas indicated that, as a rule of thumb, PE 1 and PE 2 would each be about 10% of estimated construction costs. Combining the two would yield some savings, so the total might be between 15% and 20%. The proposed fee falls within these limits. DeBolt asked what the new bridge would cost. Klaas thought that, with the extra approach work, the total cost would be between \$1 million and \$1.5 million. Koukol asked about timeline. Klaas indicated that construction is scheduled for 2025. Rodriguez asked if the structure at Walker & Schlapp was being replaced for the same reasons. Klaas stated that this structure was being replaced because of structural cracks in the walls of the box culvert. The Walker-Schlapp project is 80% federally funded with the remaining 20% being split between the County and Na-Au-Say Township. Klaas thought that the Caton Farm bridge construction would be funded with a combination of County Bridge Funds and Transportation Sales Tax Funds. Koukol believed that this project should get started right away. Motion approved unanimously.

Chairman Bachmann discussed the proposed path between Hoover Forest Preserve and Fox River Bluffs Forest Preserve. He had contacted Lauren Underwood's office to see where potential grant money was positioned. Evidently the federal program that may have funded this path was not approved. He discussed alternative funding ideas, including breaking the project into phases, or building the project without the bridge; but he was told that the bridge was necessary to the project. Committee discussed possible locations for the bridge and viewed aerial imagery of the corridor. Bachmann recommended regrouping to discuss this project and look at possible alternatives, and then bring back to future meeting.

In other business, Klaas notified committee that he had intended to bring a draft of the 5-Year Transportation Plan to this committee meeting for review. However, he was not able to and so proposed to send the draft out later this month with attachments. This would give committee time to review before the next meeting. Rodriguez asked how often the 5-Year Plan was updated. Klaas indicated the plan was updated every year and typically approved in September. Board members have the authority to modify what is included in the plan.

Koukol asked if Kendall County was the lead agency for the Collins Road Extension project; specifically relating to the recent closure of the south and east leg of the Grove-Collins intersection. He also asked who the engineer was for said project. Klaas stated that Kendall County was the lead agency and HR Green was the engineer of record. Koukol was concerned about the timeline for the intersection. Klaas indicated the first phase should be completed by winter, and if not, temporary pavement would be installed to make sure it gets open. Committee viewed a detour exhibit and discussed aspects of the road construction project, including new water mains that were installed by the Village of Oswego.

Motion DeBolt; second Koukol to forward Highway Department bills for the month of August in the amount of \$617,882.05. Koukol asked what the big expense was for the month. Riley confirmed that \$492,829 was spent on the Galena-Kennedy intersection. Motion approved unanimously.

At 4:05 PM, Koukol made a motion; second by Rodriguez to go into executive session for the purchase or lease of real property by the County.

At 4:19 PM, came out of executive session. Motion Bachmann; second DeBolt to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,



Francis C. Klaas, P.E.
Kendall County Engineer

Action Items

1. Intergovernmental Agreement for Kendall County Transportation Alternatives Program (“KC-TAP”) funding grant to the Village of Oswego for installation of a path along State Route 31 (2023)
2. Resolution to amend Resolution No. 12-33 which establishes the Kendall County Transportation Alternatives Program (KC-TAP)
3. Preliminary Engineering Services Agreement between Kendall County and HR Green, Inc. for the replacement of Structure 047-3013 in the amount of \$234,645.51

COUNTY OF KENDALL, ILLINOIS
ECONOMIC DEVELOPMENT/ ADMINISTRATION COMMITTEE
Meeting Minutes for Wednesday July 19, 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 5:31 p.m.

Roll Call

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

Staff Present: Latreese Caldwell, Taylor Cosgrove, Brianna Falk, Roger Bonuchi, Matt Asselmeier

Approval of Agenda – Member Koukol made a motion to approve the agenda, second by Member Gengler. **With five members voting aye, the motion was carried by a vote of 5-0.**

Committee Reports and Updates

A. Animal Control Department Update –

Animal Control (AC) Director Taylor Cosgrove briefed the committee on the AC department (included in packet on pages 2-8). The bite report provided now includes severity and outcome. She noted an uptick in owner surrenders. Community outreach projects continue; AC participated in the Fourth of July parade and will be running the *Clear the Shelters* event in August. Taylor directed the board to their packet to see the condition of the two vehicles owned by AC. The 2007 Dodge Caravan does have some mechanical issues with heat/air conditioning. Working on legal documents for rabies quarantine and forms are being drafted. A question was asked regarding bites if pet is not current on rabies vaccinations. There is a ten-day quarantine period required, once legal documents are finished, Animal Control will charge \$775.00 fee for keeping these dog/cats at the AC facility. An owner can still choose their own veterinarian clinic for the quarantine period, which may be more expensive. The AC financial reports will be provided to this committee next month.

B. Emergency Management Agency Update –

EMA Director Roger Bonuchi gave a brief update on the Emergency Management Agency (included in packet on page 9). EMA received an email from FEMA regarding their memorandum for agreement for IPAWS (Integrated Public Alert Warning System) had expired as it must be renewed every three years. This system is used by the Weather Service to set off a wireless alert on the phone/other devices. EMA uses it for any major disaster that comes up. IPAWS must be tested once a month. EMA hosted its first CERT session of three with the Sheriff’s Youth Academy.

C. Revolving Loan Status Update –

Latreese Caldwell gave a brief update on the revolving loan status (included in packet on page 10). Kendall County has four outstanding loans of which three are currently up to date on payments. Latreese Caldwell will be reaching out to the SAO to see what next steps should be taken regarding the loan that is not current on payments.

New Committee Business

A. Consensus (VV) Review & Approval of TMF Plastics Revised Tax Abatement Agreement

Director of PBZ Matt Asselmeier provided an update regarding the request from TMF Plastics for a revised tax abatement agreement (included in packet on page 14 and 16). The original tax abatement was never approved by all the taxing bodies. TMF Plastics reduced the number of employees they had from 114 to 104. TMF is requesting instead of adding ten jobs every year to do a minimum of five full-time jobs initially and have a total of 30 additional employees in the three years the tax abatement expires. If this is approved, this would be referred to the SAO for review then to the taxing bodies for approval.

Member Koukol made a motion to forward the TMF Plastics Revised Tax Abatement Agreement to State's Attorney's Office (SAO), second by Member Shanley. **With five members voting aye, the motion was carried by a vote of 5-0.**

B. Discussion Community Development Block Grant (CDBG) – Coronavirus Business Resiliency Program

Latreese Caldwell gave information regarding the Community Development Block Grant (CDBG) within the Coronavirus Business Resiliency Program (included in packet on pages 48-98). This program is run by the State of Illinois DCEO (Department of Commerce and Economic Opportunity). The funding availability application must be made through one local government acting as the Lead Local Government (LLG) for them in the county. All the projects awarded must tie back to the prevention/response of COVID-19 and all the grants must meet the low/moderate income for the benefiting businesses. The CDBG funds must not be used for any activity that will duplicate any benefits that are received. Given the income parameters only one small census tract would be eligible in Na-Au-Say township, which falls within the city of Joliet. Given the burdensome parameters of this loan program with little to no KC businesses that would meet eligibility requirements, the consensus of this committee is to check with City of Joliet or Oswego to see if they would take the lead on this program.

Old Committee Business – None

Chairman's Report –

PBZ Director Matt Asselmeier provided comments on the Economic Development Coordinator position which application closes July 28th and as of July 19th nine applications have been received. The part-time Administrative Assistant for PBZ has closed and received five applications, interviews are currently being conducted.

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

Items for the State’s Attorney’s Office (SAO) –

- TMF Plastics Revised Tax Abatement Agreement

Adjournment – Member Shanley made a motion to adjourn, second by Member Gengler. **With five members present in agreement, the meeting was adjourned at 6:22 p.m.**

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

**COUNTY OF KENDALL, ILLINOIS
FINANCE & BUDGET COMMITTEE
Meeting Minutes for Thursday, July 27, 2023**

Call to Order – Committee Chair Scott Gengler called the Finance & Budget Committee to order at 4:02 p.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
Scott Gengler	Here		
Brian DeBolt	Here		
Matt Kellogg	Here		
Jason Peterson	Here		
Seth Wormley	Here		

With five (5) members present a quorum was established.

Staff Present – Latreese Caldwell, Jennifer Breault, Matt Kinsey, Jason Majer, Frank Gorup, Jacquie Purcell, Dan Polvere, and Luke Prisco

Others Present- Larry Nelson

Approval of Agenda – Member Peterson made a motion to amend the agenda to switch Item B under New Committee Business to position A, and then approve the agenda, second by Member Kellogg. **With five (5) members present voting aye, the motion carried by a vote of 5-0.**

Approval of Claims – Member DeBolt made a motion to forward the approval of the claims to the next County Board meeting, second by Member Peterson. **With five (5) members present voting aye, the motion carried by a vote of 5-0.**

Committee Reports and Updates

- a. **Personnel Reports** – Treasurer Jill Ferko prepared the monthly personnel report which is included in the packet on pages 3-5.

New Committee Business

A. Motion Funding for Public Safety Center UPS Replacement

KenCom Board Member Larry Nelson led the discussion regarding the need for funding for a new uninterruptible power supply (UPS) system. The current system was installed in 2003 in the Public Safety building, the company that installed is out of business and replacement parts are hard to find and maintain. Discussion centered on the benefits of updating to a new system including the newest technology, warranty, alarms/alerts if a power outage occurs. KenCom is working on getting bids that would cover the core UPS with batteries and all necessary work for the installation. The committee was in consensus that the funding could be a 50/50 split between KenCom and the county. An agreement will be drafted to be signed by the Chairman of KenCom Executive Board and Chairman of Kendall County Board, after the KenCom Executive Board meets later this week.

B. *MOTION(VV) Funding for Coroner request for Ferno iNX powered cot

Coroner Jacquie Purcell discussed the purchase of the powered cot for the coroner's van. The funding will come out of the public safety capital improvements fund. Ms. Purcell was asked that Coroner's office to pay \$5000 towards cost and IPMG will reimburse the county \$10,000 after the purchase. Unfortunately, the Opioid funds cannot be used to pay for this purchase.

Member Wormley made a motion for the Funding for Coroner Request for Ferno iNX powered cot forwarded to the next County Board Meeting for approval under consent, second by Member DeBolt. **With five (5) members present voting aye, the motion carried 5-0.**

C.DISCUSSION: Use of Opioid Settlement Funds

The committee discussed the need for a case manager of the funds, possible suggestions include the social worker position through Sheriff's office or mental health worker in Health Department. These funds cannot be used for personnel salaries but may be used for training purposes, leave behind kits and awareness material in Spanish as well as English.

D. DISCUSSION: Opioid Settlement Status 2Q 2023 Filing

Jennifer Breault directed the committee to page 6-8 of the packet for the opioid settlement fund quarterly financial report.

E. DISCUSSION: ARPA Treasury Reporting Status 2Q 2023 Filing

Jennifer Breault directed the commit to page nine of the packet for the certification for 2nd quarter 2023 ARPA filing.

F. DISCUSSION: ARPA FY23-FY24

a. Seward Township – Jim Martin and Tim O'Brien spoke to the committee regarding their application for ARPA funds in the amount of \$230,298 to help Seward Township with flooding issues. Work would include ditch and culvert work to mitigate and alleviate flooding caused by large rain events.

b. Village of Oswego – Application can be found on page 13 of the packet; they are looking for \$3,544,000 for water main replacement for the Brookside Manor Subdivision.

c. Lisbon Township – Jennifer Breault spoke to the committee about Lisbon Township's application and proposed scope of work. The application can be found on pages 15 -23 of the packet; they are looking for \$166,613 for HVAC System, septic and plumbing work for the township garage project.

d. Village of Lisbon – Application can be found on page 24 of the packet; they are looking for \$66,000 in ARPA fund to continue storm water infrastructure project. The project's objective is to alleviate flooding within the Village limits upon heavy rainfall events. Scott Gengler to contact the Highway Department to be sure there is no overlap between the Village and Highway's responsibilities.

e. United City of Yorkville – Application can be found on page 27 of the packet; they are looking for \$500,000 to improve the water system in anticipation of the Lake Michigan transmission main.

f. City of Plano – Application can be found on page 29 of the packet; they are requesting \$500,000 to be used for sanitary sewer lining projects.

g. Fox Valley Family YMCA – Application can be found on page 31 of the packet; they are requesting \$369,956 for a private well, septic and storm water infrastructure for a new YMCA to be built.

h. Connect Kendall County Commission – Application can be found on page 33 of the packet; \$500,000 to be used for covering administrative costs associated with applying for and receiving grants to get broadband to unserved and underserved citizens as quickly as possible. Some discussion on whether to hire a project manager/administrator to oversee the project, as this may be a \$120M dollar project.

The consensus of the committee is to wait until all applications are sent in before they begin discussion of allocating the remaining ARPA funds. The application deadline is August 17, 2023.

G. DISCUSSION: FY24 Budget Calendar

Chair Gengler directed the committee to page 35 of the packet for the dates and deadlines for the FY24 budget cycle. Capital plan and operation budgets are due including salaries on August 8, 2023. Mr. Gengler asked that everyone plan accordingly for September 7 & 8th and mark their calendars. The start time for budget presentations will be 9:00 a.m. both days and end around 2:00 p.m.

H. *MOTION (fwd. to COB) Increase Excess Liability Insurance Coverage with an Annualized Premium Increase in an Amount not to Exceed \$38,929

Latreese Caldwell explained that this premium increase would raise the excess liability amount to \$21M, the liability insurance was just increased to \$16M. The consensus of this committee is to keep the liability limit at \$16M. The committee will table this item for now.

I. *MOTION VV: Approval of County credit card for Matt Asselmeier, PBZ Director, \$5,000 limit

Member Kellogg made a motion for the Approval of County credit card for Matt Asselmeier, PBZ Director, \$5,000 limit forwarded to the County Board Meeting for approval, second by Member Wormley. **With five (5) members present voting aye, the motion carried 5-0.**

Old Committee Business –

Member DeBolt made the committee aware that Premier Mechanical pulled their bid for phase one of the new building. They have agreed to pay the \$4,800 for the difference between the lowest bidder and the second lowest bidder. Jensen’s Plumbing & Heating will be awarded the contract. This item will be on the August 2, 2023 County Board for the full board approval.

Public Comment - None

Items for Committee of the Whole - None

Items for the County Board

- Approval of Claims
- iNX Powered Cot under consent agenda

Executive Session – None

Adjournment – Member Kellogg made a motion to adjourn the Finance and Budget Committee meeting, second by Member DeBolt. **With five (5) members present voting aye; the meeting was adjourned at 5:15 p.m. by a vote of 5-0.**

Respectfully submitted,

Sally A. Seeger
Administrative Assistant and Recording Clerk

KENDALL COUNTY PLANNING, BUILDING & ZONING COMMITTEE
Kendall County Office Building
Rooms 209 and 210
111 W. Fox Street, Yorkville, Illinois
6:30 p.m.

Meeting Minutes of August 7, 2023 – Unofficial until Approved

CALL TO ORDER

The meeting was called to order by Chairman Wormley at 6:31 p.m.

ROLL CALL

Committee Members Present: Elizabeth Flowers, Dan Koukol, Ruben Rodriguez, Brooke Shanley, and Seth Wormley

Committee Members Absent: None

Also Present: Matt Asselmeier (Director), Laura Gay, Karen Milroy, Jeff Milroy, and Jesse Sexton

APPROVAL OF AGENDA

Member Shanley made a motion, seconded by Member Rodriguez, to approve the agenda as presented. With a voice vote of five (5) ayes, the motion carried.

APPROVAL OF MINUTES

Member Flowers made a motion, seconded by Member Shanley, to approve the minutes of the July 10, 2023, meeting. With a voice vote of five (5) ayes, the motion carried.

PUBLIC COMMENT

None

EXPENDITURE REPORT

The Committee reviewed the expenditure report from July 2023. Mr. Asselmeier noted that the Department was getting a new iPhone and the final payment to WJE Associates for the historic structure survey of Kendall and Bristol Townships was include in the invoices. The presentation for the structure survey was planned for the September Committee of the Whole meeting.

PETITIONS

Petition 23 – 27 Laura L. Gay

Mr. Asselmeier summarized the request.

On November 19, 2019, the Kendall County Board approved Ordinance 2019-33, granting a special use permit for a kennel at 3587 (formerly 3601) Plainfield Road in Oswego Township. On March 22, 2022, the Kendall County Board approved Ordinance 2022-09, amending the site plan at the subject property.

On July 1, 2023, the Petitioner submitted an application adding a fence and gate around the fire lane, adding a fence and gate on the north side of the building, and rotating the sign. The fence would be six feet (6') in height and would be vinyl. An additional fence around the electrical equipment and water heater was added.

Prior to submitting the application, the Oswego Fire Protection District was consulted and their comments were provided. They had no concerns regarding the change, provided the fence was unlocked.

Petition information was sent to Oswego Township, the Village of Oswego, and the Oswego Fire Protection District on July 18, 2023.

Assuming Oswego Township, the Village of Oswego, and the Oswego Fire Protection District have no additional comments, Staff recommended approval of the requested minor amendment.

The draft minor amendment was provided.

Member Rodriguez made motion, seconded by Member Shanley, to approve the minor amendment with the conditions proposed by Staff.

Member Koukol felt the facility looked nice.

Chairman Wormley agreed that the facility was beautiful. He encouraged the Petitioner to keep the Fire District happy.

The votes were as follows:

Yeas (5): Flowers, Koukol, Rodriguez, Shanley, and Wormley
Nays (0): None
Abstain (0): None
Absent (0): None

The motion carried.

NEW BUSINESS

Approval of a Request from Michael Isadore to Renew the Special Use Permit for Swimming Lessons Granted by Ordinance 1982-02 at 15331 Burr Oak Road, Plano

Mr. Asselmeier summarized the request.

In 1982, the Kendall County Board granted a special use permit for swimming lessons at 15331 Burr Oak Road (Ordinance 1982-2). Restriction #1 of this special use permit required annual renewal by the County Board/Committee.

On July 10, 2023, the property owner, Michael Isadore, submitted an email requesting the special use permit be renewed.

Member Koukol noted that the Committee explored giving the Petitioner longer periods between renewals, but an amendment to that effect would be costly and take time to complete.

Member Koukol made a motion, seconded by Member Shanley, to approve the renewal as requested.

The votes were as follows:

Yeas (5): Flowers, Koukol, Rodriguez, Shanley, and Wormley
Nays (0): None
Abstain (0): None

Absent (0): None

The motion carried.

NPDES Survey Results

Mr. Asselmeier summarized the results.

The County sent the NPDES survey to the townships at the end of June. 2023 was the fifth time the County sent the survey.

Four (4) townships responded compared to four (4) townships in 2022, 2021, and 2020, and five (5) townships in 2019. Kendall Township responded for the first time. Little Rock Township responded for the first time since 2019. Lisbon Township and Oswego Township responded every year.

The topic of how to properly store and dispose common household products remained the most popular topics for increased learning.

The Townships generally do not use the stormwater information on the County's website.

Over the years, respondents have not utilized volunteer information on the County's website and that remained true in 2023.

Respondents were least interested in river clean-ups and most interested in electronics recycling; this has been historically the case.

There were no illicit discharges in any of the responding townships.

Respondents would like the County to perform more visual inspections and perform more grab samples downstream when illicit discharges occur. The Townships have historically responded the same way to this question.

Townships historically felt that the County does an adequate job of inspecting soil erosion and sediment control at construction sites and this remained true with in the 2023 survey.

2023 was the second year with the question regarding good housekeeping. Only Kendall Township felt that they had a clear understanding of good housekeeping in 2023.

Historically, the question regarding adequate resources for training on stormwater pollution prevention practices have been mixed. This was again true in 2023.

2023 was the first year where the majority of responding townships felt the County was taking the necessary steps to reduce flooding. This was the first time that Lisbon Township responded yes to this question; Oswego Township continued to respond no to this question.

The survey composite and comparison of the previous survey responses were provided.

Mr. Asselmeier will contact Chairman Kellogg to schedule the annual Stormwater Management Oversight Committee hearing.

Approval to Change the September 2023 Planning, Building and Zoning Committee Meeting Date and Time

Mr. Asselmeier will not be in attendance at the September 11th meeting.

Given the probable light agenda, the consensus of the Committee was to keep the meeting at the same date and time as originally scheduled.

Update on Planning, Building and Zoning Department Staffing

Mr. Asselmeier reported the Department hopes to interview five (5) candidates for the Economic Development Coordinator position with the hope to have someone hired by the end of the September or beginning of October.

The Department interviewed or will interview three (3) candidates for the second part-time Administrative Assistant position.

An offer has been extended to someone for the part-time Code Enforcement Officer position. The HR Department was conducting background checks. The plan was to have this person onboard by the end of August.

OLD BUSINESS

Discussion of Capital Projects

Replacement of 2008 Ford Pickup

Historic Structure Survey

At the July Planning, Building and Zoning Committee meeting, the Committee requested additional information on replacing the Department's 2008 Ford pickup truck and the historic structure survey.

Brian Holdiman researched trucks on the State bid and, based on the information provided, a replacement Ford F150 would cost Sixty Thousand Dollars (\$60,000). Mr. Holdiman felt a truck would better serve the Department's need compared to other vehicles.

Member Koukol made motion, seconded by Member Flowers to include the new truck purchase in the budget request.

The votes were as follows:

Yeas (5): Flowers, Koukol, Rodriguez, Shanley, and Wormley

Nays (0): None

Abstain (0): None

Absent (0): None

The motion carried.

The cost to conduct historic structure surveys in unincorporated Na-Au-Say and Seward Townships was Forty Thousand Dollars (\$40,000). The cost to survey one (1) of the above townships was Twenty-Two Thousand Dollars (\$22,000). The surveys would only be conducted if the County received a Certified Local Government Grant. These types of grants fund seventy percent (70%) of project costs. The scope of work for the survey was provided.

Chairman Wormley noted the importance of the funding in relation to the purpose of the Historic Preservation Commission.

Member Koukol favored seeing federal taxpayers money spent in Kendall County.

Member Shanely noted the pace of growth in Na-Au-Say and Seward Townships.

Member Flowers made motion, seconded by Member Shanley, to include the historic structure survey in the budget request.

The votes were as follows:

Yeas (5): Flowers, Koukol, Rodriguez, Shanley, and Wormley

Nays (0): None

Abstain (0): None

Absent (0): None

The motion carried.

Discussion of Host Agreement Between Kendall County and Milroy Farms, LLC Regarding the Composting Facility at 1270 E. Beecher Road (PIN: 02-08-100-006) in Bristol Township; Committee Could Vote to Refer the Proposal to the State's Attorney's Office

Mr. Asselmeier summarized the issue.

At the July Planning, Building and Zoning Committee meeting, the Committee had questions regarding how much was hauled into the facility, how much was hauled out of the facility, how much composting materials were onsite, and what types of materials were ground at the property. The response email was provided.

On March 19, 2014, the Kendall County Board approved a special use permit and host agreement allowing the operation of composting facility at 1270 E. Beecher Road.

Per both the special use permit and host agreement, the owner of the subject property was required to submit an application for renewal by July 1, 2023. On June 30, 2023, the owner submitted an application for renewal of both documents.

The special use permit application will go through the review process in August 2023.

Staff has several proposed changes to the host agreement; the existing host agreement was provided.

1. In the first paragraph, the agreement will be between Kendall County and Milroy Farms, LLC. Green Organics, Inc. is no longer associated with the property.
2. In the first Whereas, the property will be thirty-nine point eight-seven (39.87) acres instead of fifty-eight (58) acres. The requested special use permit and host agreement only applies to the property outside of the city limits of Yorkville.
3. In the first Whereas, the only PIN# impacted is 02-08-100-006.
4. In the first Whereas, the reference to Bristol Ventures, LLC will be deleted.
5. A Whereas will be added after the fourth (4th) Whereas to incorporate the special use permit ordinance that was approved in 2014.
6. The fifth (5) Whereas will be adjusted to reflect the current application for special use permit.
7. In Article 1.4, the expiration date will be changed to December 1, 2033. The deadline to

apply for renewal shall be changed to June 30, 2033.

8. In Article 5.1, the reference to Section 7.01.D.15 of the Kendall County Zoning Ordinance will be deleted and replaced with “the applicable sections of the Kendall County Zoning Ordinance pertaining to composting of landscape waste and food waste.”
9. In Article 8.1, the Planning, Building and Zoning Department’s Attention will be changed to the Director.
10. In Article 8.1, the “To the Company” information will be changed from Green Organics, Inc. to Milroy Farms, LLC, Attention Jeff Milroy. The address will also be updated.
11. Attachment A will be updated to reflect the correct Legal Description.
12. Attachment B should be updated to reflect a new fee schedule. Staff proposed the fee to be Ninety Cents (\$0.90) upon the effective date of the new special use permit ordinance, Ninety-Five Cents (\$0.95) on December 1, 2026, and One Dollar (\$1.00) on December 1, 2029.

The previous host fee schedules were as follows:

2000-\$0.60

September 1, 2003 - \$0.65

September 1, 2006 - \$0.70

March 19, 2014 - \$0.75

December 1, 2016 - \$0.80

December 1, 2019 - \$0.85

The Kendall County Health Department collects the host fees. Fees for recent years were as follows:

2018 – \$28,583.47

2019 – \$31,429.00

2020 – \$27,138.83

2021 – \$789.21

2022 – \$1.79

If the Committee approves the above changes and/or any additional changes, Staff will prepare a redlined version of the agreement.

Staff requested that the redlined agreement be forwarded to the State’s Attorney’s Office for review.

The plan is to have the special use permit and final host agreement go the Planning, Building and Zoning Committee and County Board at the same time.

Member Koukol asked for a history lesson for the facility. Jesse Sexton explained the history of the property since 1999. He explained the change in the management in the facility over years.

Member Koukol asked what types of materials are brought into the facility. Mr. Sexton said the County gets paid the host fee based on the amount of material coming into the facility. No scale was located at the facility; the calculation was made based on truck loads. Very little material has come into the facility recently; this was the reason the amount paid was minimal. Brush, leaves, and anything that a landscapers work in terms of yard waste with can be brought to the facility. No garbage was brought onto the facility. Materials were run through a grinder and put in windrows. The windrows would be a maximum eight feet (8') in height. The end product was used by farmers and landscapers.

Milroy Farms, LLC owns the property.

Mr. Sexton explained the seasonality of the business. Most of the product comes from the local area.

Discussion occurred regarding dust and odor complaints. These items would be addressed by the special use permit.

Mr. Asselmeier outlined the timeline for review and approval of the special use permit. The plan was to have the special use permit approval and host agreement approval at the County Board at the same meeting. Mr. Asselmeier noted that the proposed site plan that was submitted with the special use permit application did not match the site plan on file with the Illinois Environmental Protection Agency.

Member Koukol made motion, seconded by Member Rodriguez, to forward the redlined proposal to the State's Attorney's Office.

The votes were as follows:

Yeas (5): Flowers, Koukol, Rodriguez, Shanley, and Wormley

Nays (0): None

Abstain (0): None

Absent (0): None

The motion carried.

The proposal will be forwarded to the State's Attorney's Office.

Approval of an Intergovernmental Agreement Between Kendall County and Oswego Township for the TransUnion TLOxp Program for a Period of Two Years at a Cost of \$600 Annually Paid by Kendall County to Oswego Township

Mr. Asselmeier summarized the issue.

At the July Planning, Building and Zoning Committee meeting, the Committee heard information regarding the TransUnion TLOxp Program and requested that the State's Attorney's Office prepare an intergovernmental agreement with Oswego Township for use of the program.

The draft intergovernmental agreement was provided.

The proposal is effective for two (2) years. Oswego Township is required to maintain the license for the duration of the agreement. The County shall pay Oswego Township Six Hundred Dollars (\$600) annually on November 1st after Oswego Township submits an invoice to the County. Both parties may terminate the agreement after thirty (30) days notice.

Oswego Township has not reviewed the proposal.

Member Koukol made motion, seconded by Member Flowers, to recommend approval of the proposal.

The votes were as follows:

Yeas (5): Flowers, Koukol, Rodriguez, Shanley, and Wormley

Nays (0): None

Abstain (0): None

Absent (0): None

The motion carried.

The proposal will go the County Board on August 15, 2023, on the consent agenda.

Approval of an Agreement with Teska Associates, Inc. for Planning Services for a Period of One Year a Cost Not \$175 Per Hour; Committee Could Refer the Matter to the State's Attorney's Office

Mr. Asselmeier summarized the issue.

Teska Associates, Inc. has been Kendall County's Planning Consultant for the last twenty (20) years. They served the County when the Senior Planner/Director position was vacant and/or in a backup capacity.

The proposed contract would continue this practice for the next year. Teska Associates, Inc. would answer general zoning questions and provide staff for various committees in the absence of the Planning, Building and Zoning Director. The contract would be valid for one (1) year. Teska Associates, Inc. would bill the County on a bi-weekly basis when services are rendered.

Staff requested that the contract be forwarded to the State's Attorney's Office for review.

Member Koukol made motion, seconded by Member Flowers, to forward the proposal to the State's Attorney's Office.

The votes were as follows:

Yeas (5): Flowers, Koukol, Rodriguez, Shanley, and Wormley

Nays (0): None

Abstain (0): None

Absent (0): None

The motion carried.

The proposal will be forwarded to the State's Attorney's Office.

OLD BUSINESS

None

REVIEW VIOLATION REPORT

The Committee reviewed the report.

Chairman Wormley noted that the violation at 8150 Schlapp Road would be issued shortly. The consensus of the Committee was the property owners had been given time to comply.

REVIEW PRE-VIOLATION REPORT

The Committee reviewed the report.

Mr. Asselmeier provided an update on the enforcement of the new chicken regulations.

UPDATE FOR HISTORIC PRESERVATION COMMISSION

Mr. Asselmeier reported that the Historic Preservation Commission had its summer meeting on July 17, 2023, at the Harris Forest Preserve. Ken Itle discussed the historic structure survey of unincorporated Kendall and Bristol Townships.

REVIEW PERMIT REPORT

The Committee reviewed the report.

REVIEW REVENUE REPORT

The Committee reviewed the report.

CORRESPONDENCE

None

COMMENTS FROM THE PRESS

None

EXECUTIVE SESSION

None

ADJOURNMENT

Member Flowers made a motion, seconded by Member Shanley, to adjourn. With a voice vote of five (5) ayes, the motion carried.

Chairman Wormley adjourned the meeting at 7:16 p.m.

Minutes prepared by Matthew H. Asselmeier, AICP, CFM, Director



Kendall County Agenda Briefing

Committee: Planning, Building and Zoning

Meeting Date: August 7, 2023

Amount: \$600 Annually for 2 Years

Budget: Not Budgeted in FY22-23

Issue: Approval of an Intergovernmental Agreement between the Township of Oswego and the County of Kendall for the TransUnion TLOxp Program for a Period of Two Years at a Cost of \$600 Annually Paid by Kendall County to Oswego Township; Related Invoices to be Paid from the Planning, Building and Zoning Department's Budget

Background and Discussion:

When issuing citations, the Department must hand deliver the citation to applicable party. The Department is no longer able to use the services of the Secretary of State's Office or Sheriff's Department to find home addresses of property owners.

Oswego Township offered to partner with the Department to use the TransUnion TLOxp Program.

Under the proposal, Oswego Township would have a license for the program for the duration of the agreement (2 years) and the Department would pay Oswego Township \$600 per year, just under half of the total cost of license, on November 1st.

Both parties may terminate the contract after a 30 day notice period to the other party.

The draft agreement is attached.

Committee Action:

PBZ Committee-Approval (5-0)

Staff Recommendation:

Approval

Prepared by: Matthew H. Asselmeier, AICP, CFM

Department: Planning, Building and Zoning Department

Date: August 8, 2023

**INTERGOVERNMENTAL AGREEMENT BETWEEN
KENDALL COUNTY, ILLINOIS, AND OSWEGO TOWNSHIP, ILLINOIS,
RELATING TO THE USE OF TRANSUNION TLOXP PROGRAM**

THIS INTERGOVERNMENTAL AGREEMENT (*the “Agreement”*) is by and between the County of Kendall, a unit of local government of the State of Illinois (“*Kendall County*”), and Oswego Township, a unit of local government of the State of Illinois (the “*Township*”).

WITNESSETH:

WHEREAS, the Township and Kendall County (the “*Parties*”) are units of local government within the meaning of Article VII, Section 1 of the Illinois Constitution of 1970 who are authorized to enter into intergovernmental agreements pursuant to the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*; and

WHEREAS, the Constitution of the State of Illinois of 1970, Article VII, Section 10, provides that units of local government may contract or otherwise associate among themselves to obtain or share services and to exercise, combine, or transfer any power or function in any manner not prohibited by law or by ordinance and may use their credit, revenues, and other resources to pay costs related to intergovernmental activities; and

WHEREAS, the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, provides that any county may participate in an intergovernmental agreement under this Act notwithstanding the absence of specific authority under the State law to perform the service involved, provided that the unit of local government contracting with Kendall County has authority to perform the service; and

WHEREAS, it is deemed to be in the best interests of Kendall County and its residents to identify and locate individuals and businesses being investigated for ordinance violations by the Kendall County Planning, Building and Zoning Department (hereinafter the “*Department*”); and

WHEREAS, the Township has acquired, through purchase, license to use the program titled TransUnion TLOx (hereinafter the “*Program*”), which allows the user to search for information regarding individuals and businesses through use of the Program’s proprietary database and generate reports regarding same; and

WHEREAS, it would be beneficial to Kendall County and its residents if the Department possessed the capability to use the functions of the Program to identify and locate individuals and businesses being investigated by the Department for ordinance violations; and

WHEREAS, the Township, through its license to use the Program, possesses a certain allotment of monthly transactions, or “searches,” through the Program, of which the Township is willing to give Kendall County a share of one-half of such allotment on a recurring basis, for use by the Department, in exchange for annual payments of the sum of six hundred dollars (\$600), payable by November 1st of each year; and

NOW, THEREFORE, in consideration of the foregoing preambles, the mutual covenants contained herein and for good and valuable consideration, the sufficiency of which is agreed to by the Parties hereto, Kendall County and the Township covenant, agree and bind themselves as follows, to wit:

1. The foregoing preambles are hereby incorporated into this Agreement as if fully restated in this Paragraph 1, the same constituting the factual basis for this Agreement.

2. The headings of the paragraphs and subparagraphs for this Agreement are inserted for the convenience of reference only and shall not be deemed to constitute part of this Agreement or to affect the construction thereof.
3. For the duration of this Agreement and upon Kendall County's payment of such sum by the agreed upon date of each month, the Township shall provide Kendall County with the necessary credentials to access the Program and enjoy full use of its features and functionality, subject to the allotment of one-half of the Township's monthly transactions or "searches" conferred by its license as described above.
4. The Township shall be responsible for maintaining its license of the Program as described for the duration of this Agreement and making all necessary and timely payment(s) for same to the vendor providing such license so as not to disrupt or hinder Kendall County's access to, and use of, the Program.
5. Payment under this Agreement shall be made by Kendall County to the Township as follows: Six hundred dollars (\$600) shall be payable by November 1st of each year that this Agreement remains in effect and Township shall submit an invoice or bill to Kendall County for same at least thirty (30) days prior.
6. This Agreement and the rights of the Parties hereunder may not be assigned (except by operation of law), and the terms and conditions of this Agreement shall inure to the benefit of and be binding upon the respective successors and assigns of the Parties hereto. Nothing in this Agreement, express or implied, is intended to confer upon any party, other than the Parties and their respective successors and assigns, any rights, remedies, obligations or liabilities under or by reason of such agreements.

7. Any notice required or permitted to be given pursuant to this Agreement shall be duly given if sent by fax, certified mail, or courier service and received. As such, all notices required or permitted hereunder shall be in writing and may be given by either (a) depositing the same in the United States mail, addressed to the Party to be notified, postage prepaid and certified with the return receipt requested, (b) delivering the same in person, or (c) telecopying the same with electronic confirmation of receipt:

If to the County: Director
Kendall County Planning, Building & Zoning
111 West Fox Street
Yorkville, Illinois 60560

With copy to: Kendall County State's Attorney
807 John Street
Yorkville, Illinois, 60560

If to the Township: Community Resource Officer
Oswego Township
99 Boulder Hill Pass
Montgomery, IL 60538

Or such address or counsel as any Party hereto shall specify in writing pursuant to this Section from time to time.

8. This Agreement shall be interpreted and enforced under the laws of the State of Illinois. Any legal proceeding related to enforcement of this Agreement shall be brought in the Circuit Court of Kendall County, Illinois. In case any provision of this Agreement shall be declared and/or found invalid, illegal or unenforceable by a court of competent jurisdiction, such provision shall, to the extent possible, be modified by the court in such manner as to be valid, legal and enforceable so as to most nearly retain the intent of the Parties, and, if such modification is not possible, such provision shall be severed from this Agreement, and in either case the validity,

legality, and enforceability of the remaining provisions of this Agreement shall not in any way be affected or impaired thereby.

9. This Agreement may be executed in counterparts (including facsimile signatures), each of which shall be deemed to be an original and each of which shall constitute one and the same Agreement.
10. This Agreement represents the entire agreement between the Parties regarding this subject matter and there are no other promises or conditions in any other agreement whether oral or written. Except as stated herein, this agreement supersedes any other prior written or oral agreements between the Parties regarding its subject matter and may not be further modified except in writing acknowledged by all Parties.
11. Nothing contained in this Agreement, nor any act of Kendall County or the Township pursuant to this Agreement, shall be deemed or construed by any of the Parties hereto or by third persons, to create any relationship of third-party beneficiary, principal, agent, limited or general partnership, joint venture, or any association or relationship involving Kendall County and the Township.
12. Both parties affirm no Kendall County or Township officer or elected official has a direct or indirect pecuniary interest in this Agreement or in the purchase, licensing, or use of the Program, or, if any Kendall County or Township officer or elected official does have a direct or indirect pecuniary interest in this Agreement or the purchase, licensing, or use of the Program, that interest, and the procedure followed to effectuate this Agreement has and will comply with 50 ILCS 105/3.
13. Township, its officer, employees, subcontractors, and agents agree not to commit unlawful discrimination/unlawful harassment and further agree to comply with all applicable provisions

of the Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964, as amended, the Americans with Disabilities Act, the Age Discrimination Act, the Illinois Public Works Employment Discrimination Act, 775 ILCS 10/0.01 et seq., as amended, and all applicable rules and regulations. Township, its officers, employees, subcontractors, and agents shall maintain a written sexual harassment policy that complies with the requirements of 775 ILCS 5/2-105 and shall comply with all fair employment practices and equal employment opportunity/affirmative action requirements set forth in applicable state and federal laws and regulations.

14. In the event Kendall County is in default under the Agreement because funds are not appropriated for a fiscal period subsequent to the one in which the Agreement was entered into which are sufficient to satisfy all or part of Kendall County's obligations under this Agreement during said fiscal period, the County agrees to provide prompt written notice of said occurrence to the Township. In the event of a default due to non-appropriation of funds, either party has the right to terminate the Agreement upon providing thirty (30) days written notice to the other party. No additional payments, penalties and/or early termination charges shall be required upon termination of the Agreement.
15. This Agreement may be terminated by either party upon written notice delivered to the other party at least thirty (30) calendar days prior to the effective date of termination. No additional payments, penalties and/or early termination charges shall be required upon termination of the Agreement.
16. Township certifies that Township, its subsidiaries and affiliates are not bared from entering into this Agreement as a result of a violation of either 720 ILCS 5/33E-3 or 5/33E-4 (bid rigging or bid rotating) or as a result of a violation of 820 ILCS 130/1 et seq. (the Illinois

Prevailing Wage Act). Township further certifies by signing this Agreement that Township, its subsidiaries and affiliates have not been convicted of, or are not barred for attempting to rig bids, price-fixing or attempting to fix prices as defined in the Sherman Anti-Trust Act and Clayton Act. 15 U.S.C. § 1 et seq.; and has not been convicted of or bared for bribery or attempting to bribe an officer or employee of a unit of state or local government or school district in the State of Illinois in that officer's or employee's official capacity. Nor has Township made an admission of guilt of such conduct that is a matter of record, nor has any official or officer of Township been so convicted nor made such an admission.

17. This Agreement shall be in full force and effect for a period of two (2) years from the date of the last signature below unless terminated in writing signed by both parties.
18. This Agreement shall be effective upon approval by Kendall County and the Township and the date of this Agreement shall be deemed as the last date of acceptance provided below.
19. Kendall County and the Township each hereby warrant and represent that their respective signatures set forth below have been, and are on the date of this Agreement, duly authorized by all necessary and appropriate corporate and/or governmental action to execute this Agreement.

IN WITNESS WHEREOF, the Parties hereto have caused this Intergovernmental Agreement to be executed by their duly authorized officers on the below date.

COUNTY OF KENDALL, A UNIT OF LOCAL GOVERNMENT OF THE STATE OF ILLINOIS

By: _____
Kendall County Board Chair Date

Attest: _____
Kendall County Clerk Date

(Seal)

OSWEGO TOWNSHIP, A UNIT OF LOCAL GOVERNMENT OF THE STATE OF ILLINOIS

By: _____
[position] Date

Attest: _____
Town Clerk Date

Twenty-Third Judicial Circuit Court Kendall County Department of Probation and Court Services CFY2024 Annual Plan

The Probation and Court Services Annual Probation Plan, as referenced in the Illinois statutes [730 ILCS 110/15(6)], requires probation and court services departments "have on file with the Supreme Court an annual probation plan for continuing, improved, and new Probation and Court Services Programs approved by the Supreme Court or its designee. This plan shall indicate the manner in which Probation and Court Services will be delivered and improved, consistent with the minimum standards and regulations for Probation and Court Services, as established by the Supreme Court...The annual probation plan shall seek to generally improve the quality of probation services and to reduce the commitment of adult and juvenile offenders to the Department of Corrections..."

The purpose of the Probation and Court Services Annual Probation Plan is to provide a road map for ongoing organizational development for probation and court services departments across the state. The AOIC believes better planning leads to better outcomes as evidenced by the development of the Judicial Branch Operational Strategic Plan and the AOIC Probation Services Division Strategic Plan. Traditionally, strategic planning has four or more elements built upon a mission/vision statement and a department's core values to drive long-term goals. In that spirit, the Organizational Development section of the Probation and Court Services Annual Plan will focus on elements of a strategic plan.

Director/CMO First Name

Alice

Director/CMO Last Name

Elliott

Consider the following and select "yes" or "no" for each: Have documents changed since last year? Is the department making a request? If an area is changed from the previous CFY Annual Probation Plan, the department will need to submit documentation as part of the current CFY Annual Probation Plan. Only check yes to areas that are applicable to your annual plan. Checking "yes" will result in additional questions being populated in the survey and those questions will need to be fully addressed for the plan to be considered complete. A "1" indicates the choice was selected.

Please ensure that all documents which need to be submitted for review are uploaded to the applicable Secure Drive folder

Field	Yes	No
Salary Shortfall	1	0
New/Revised Compact Fee Administrative Order	0	1
New/Revised Compensation Plan	0	1
Variance to the Compensation Standards or Plan	0	1
Salary Increase	1	0
Range Adjustments	1	0
Variance to AOIC Caseworks Standards	0	1
Variance to Operational Standards	0	1
Performance Appraisal	0	1
Organizational Structure	1	0
Reorganization Request	1	0
New/Updated Policies & Procedures	1	0
New/Updated Interstate Compact Policies & Procedures	0	1
Justice Stakeholder List	1	0
Justice Stakeholder Meeting Involvement	1	0
Quality Assurance Process Policy and Procedure	0	1

Organizational Plan Review

Please enter the goals as shown in the previous annual plan cycle on the Organizational Plan Worksheet and indicate the status of the goal.

Goal 1	Status
Probation Casework Standard- Timeframes- KCCS probation officers will complete the intake process (Orientation, Assessment, Feedback) within the established timeframes per AOIC Casework Standards (50%-60 days, 75%-75 days, 100%-90 [excluding extenuating circumstances]).	In Progress

Goal 2	Status
Operational Standards- Data Management- KCCS will implement the new Data Sets as established by AOIC for Problem Solving Courts, Probation and Pretrial and will ensure accurate reporting of data to AOIC via the established portal.	In Progress

Goal 3	Status
Operational Standard- Training- KCCS will have established Orientation/Onboarding training plans in place for all positions within the department as well as annual training plans for all existing staff. The purpose of this goal is to ensure employees receive consistent and thorough training to carry out the objectives of their position and allow the officer to grow in their professional development.	In Progress

Goal 4	Status
Along with other Justice Partners KCCS will develop a Juvenile Justice Continuum of Intervention to provide effective service delivery to justice involved youth at all levels of involvement.	In Progress

Goal 5

Status

Probation Casework Standards- Supervision Strategies- KCCS will coach and train all active casework officers in the use of CCP during their daily interactions to a level of proficiency.

In
Progress

In the previous question, it was indicated that one or more goals for the previous plan year were not completed. Please explain what work is needed to complete unfinished goal(s) or why it was discontinued.

In general, annual plans are created with the objective to complete them within a 12 to 24 month years. Due to the short timeframe between the FY2023 annual plan and the FY2024(6 months), we have made progress toward our goals but have not completed any of them. Additionally, staff turn over continues to be a barrier. Some of the objectives for the goals were found to be tedious and not an effective use of management time (e.g. logging barriers on a spread sheet)and thus will be removed/replaced with new objectives in FY 2024. The goals will remain the same from FY2023 to FY2024.

Organizational Plan

Organizational Plan: The purpose of this section is to identify the organization’s goals for the full implementation and maintenance of the Administrative Office of the Illinois Courts Probation Caseworks; Operational; Hiring, Promotion and Compensation Standards. This section also provides a structured opportunity for departments to request assistance from the AOIC by building this information into their plans for the following year. This also helps the AOIC to identify statewide issues, needs, and trends for response prioritization and resource allocation. The following questions will build your plan for the coming year.

Goal 1 Upcoming Year

What area of the Statute, Standard, or program development is addressed with your first goal?

Probation Casework Standard

Please provide the first goal for the coming fiscal year.

Probation Casework Standard- Timeframes- KCCS probation officers will complete the intake process (Orientation, Assessment, Feedback) within the established timeframes per AOIC Casework Standards (50%-60 days, 75%-75 days, 100%-90 [excluding extenuating circumstances]).

Please list the specific Evidence-Based Practice(s) cited in the question above.

N/A

Please provide an explanation of "other" as indicated above.

N/A

Please list the objectives, or steps, responsible parties, and goal dates that will lead to the attainment of this goal.

Objective 1	Responsible Parties	Completion Date Target
Managers will incorporate intake reviews as part of their monthly 1:1 reviews with staff to identify barriers to achieve goals and/or creating goals and objectives toward achieving goals,	Managers	10-01-23
Objective 2	Responsible Parties	Completion Date Target
Management will create a report in Tracker that will be available for staff to see their intake completion timeframes.	Director	10-01-23
Objective 3	Responsible Parties	Completion Date Target
Managers will keep track of barriers to completing intakes and discuss strategies to overcome these barriers at our monthly management team meetings.	Managers	11-01-23
Objective 4	Responsible Parties	Completion Date Target
Director to review manager/staff 1:1 sessions, specific to intakes and monitor for goal setting to improve timeframes.	Director	11-1-23
Objective 5	Responsible Parties	Completion Date Target
N/A	N/A	N/A
Objective 6	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 7	Responsible Parties	Target Completion Date

N/A

N/A

N/A

Objective 8**Responsible Parties****Target Completion Date**

N/A

N/A

N/A

Objective 9**Responsible Parties****Target Completion Date**

N/A

N/A

N/A

Objective 10**Responsible Parties****Target Completion Date**

N/A

N/A

N/A

Objective 11**Responsible Parties****Target Completion Date**

N/A

N/A

N/A

Objective 12**Responsible Parties****Target Completion Date**

N/A

N/A

N/A

Goal 2 Upcoming Year

Note: this section will only be completed if the department indicates that it has a second goal.

Please provide the next goal for the coming fiscal year.

Operational Standards- Data Management- KCCS will implement the new Data Sets as established by AOIC for Problem Solving Courts, Probation and Pretrial and will ensure accurate reporting of data to AOIC via the established portal.

Please list the specific Evidence-Based Practice(s) cited in the question above.

N/A

Please provide an explanation of "other" as indicated above.

N/A

Please list the specific Evidence-Based Practice(s) cited in the question above.

N/A

Please list the objectives, or steps, responsible parties, and goal dates that will lead to the attainment of this goal.

Objective 1	Responsible Parties	Target Completion Date
Client information sheets that have been updated are in the process of being piloted with feedback obtained from both clients and staff for completion of the final version .	Director	10-01-23

Objective 2		Responsible Parties	Target Completion Date
Policies and Procedures regarding data collection and persons responsible for data entry will be developed and/or updated.		Director	12-01-23
Objective 3		Responsible Parties	Target Completion Date
Data will be forwarded to AOIC via their established protocol as arranged by department, Tracker and AOIC		Director	05-01-24
Objective 4		Responsible Parties	Target Completion Date
Tablets to be repurposed and the website updated to allow clients to enter information electronically to be less intrusive.		Director	06-01-24
Objective 5	Responsible Parties	Target Completion Date	
N/A	N/A	N/A	
Objective 6	Responsible Parties	Target Completion Date	
N/A	N/A	N/A	
Objective 7	Responsible Parties	Target Completion Date	
N/A	N/A	N/A	
Objective 8	Responsible Parties	Target Completion Date	
N/A	N/A	N/A	
Objective 9	Responsible Parties	Target Completion Date	

N/A N/A N/A

Objective 10	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 11	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 12	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Goal 3 Upcoming Year

Note: this section will only be completed if the department indicates that it has a third goal.

Please provide the next goal for the coming fiscal year.

Operational Standard- Training- KCCS will have established Orientation/Onboarding training plans in place for all positions within the department as well as annual training plans for all existing staff. The purpose of this goal is to ensure employees receive consistent and thorough training to carry out the objectives of their position and allow the officer to grow in their professional development.

What area of the Statute or Standard is addressed with your goal?

Probation Operational Standard

Please list the specific Evidence-Based Practice(s) cited in the question above.

N/A

Please provide an explanation of "other" as indicated above.

N/A

Please list the objectives, or steps, responsible parties, and goal dates that will lead to the attainment of this goal.

Objective 1	Responsible Parties	Target Completion Date
Develop 8-10 week onboarding training plans for all positions. While some of the positions have been finalized, others have not.	Director/Managers	12-01-23

Objective 2	Responsible Parties	Target Completion Date
Develop annual training plans for existing staff (with the assistance with AOIC) specific to years of service. Focus on client based skill delivery in the first four years and leadership in the later years.	Director/AOIC	1-01-24
Objective 3	Responsible Parties	Target Completion Date
Develop in house online trainings with competency testing incorporated into it for new employee orientation	N/A	N/A
Objective 4	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 5	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 6	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 7	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 8	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 9	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 10	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 11	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 12	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Goal 4 Upcoming Year

Note: this section will only be completed if the department indicates it has a fourth goal.

Please provide the next goal for the coming fiscal year.

Along with other justice partners (Police, providers, judicial stakeholders) KCCS will develop a Juvenile Justice Continuum of Intervention to provide effective service delivery to justice involved youth at all levels of involvement being conscious of trauma and clients ability to pay for services.

What area of the Statute, Standard, or program development is addressed with your first goal?

Evidence-Based Practices support or implementation

Please list the specific Evidence-Based Practice(s) cited in the question above.

N/A

Please provide an explanation of "other" as indicated above.

N/A

Please list the objectives, or steps, responsible parties, and goal dates that will lead to the attainment of this goal.

Objective 1	Responsible Parties	Target Completion Date
Obtain local level data to create a profile of youth coming into the justice system in Kendall County.	Director & Justice Stakeholders	12-01-23
Objective 2	Responsible Parties	Target Completion Date

Work with justice partners through the Juvenile Justice Council to create a Kendall County Juvenile Justice Plan/ Continuum of Intervention that is designed to provide prevention and early intervention service delivery in an attempt to reduce the referrals to court. JJC Council /Director 02-01-24

Objective 3

Responsible Parties
Target Completion Date

Continue working with Council of State Governments Technical Assistance to reform condition setting and responses to violation through the use of sanctions and incentives. Reform will include incorporating a risk need assessment on all cases prior to sentencing to ensure their needs are properly addressed. CSG/Judicial System/juv sup 04-01-24

Objective 4

Responsible Parties

Target Completion Date

N/A

N/A

N/A

Objective 5

Responsible Parties

Target Completion Date

N/A

N/A

N/A

Objective 6

Responsible Parties

Target Completion Date

N/A

N/A

N/A

Objective 7

Responsible Parties

Target Completion Date

N/A

N/A

N/A

Objective 8

Responsible Parties

Target Completion Date

N/A

N/A

N/A

Objective 9

Responsible Parties

Target Completion Date

N/A

N/A

N/A

Objective 10	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 11	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 12	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Goal 5 Upcoming Year

Note: this section will only be completed if the department indicates that it has a fifth goal.

Please provide the next goal for the coming fiscal year.

Probation Casework Standards- Supervision Strategies- KCCS will coach and train all active casework officers in the use of CCP during their daily interactions to a level of proficiency.

What area of the Statute, Standard, or program development is addressed with your first goal?

Probation Casework Standard

Please list the specific Evidence-Based Practice(s) cited in the question above.

N/A

Please provide an explanation of "other" as indicated above.

N/A

Please list the objectives, or steps, responsible parties, and goal dates that will lead to the attainment of this goal.

Objective 1	Responsible Parties	Target Completion Date
Managers will establish goals and objectives during their monthly/quarterly 1:1 sessions with their staff regarding tape submissions and movement toward enhancing their skill level. AOIC monthly booster training will be encouraged.	Managers	12-01-23
Objective 2	Responsible Parties	Target Completion Date

Director will review tapes and feedback provided by supervisors as well as the proficiency log to ensure consistency in feedback. We will reach out to AOIC for Director technical assistance if discrepancies are identified. 12-01-23

Objective 3	Responsible Parties	Target Completion Date
Becky Self is scheduled to provide TA with case mapping on 09-13-23. This is to show the benefits of CCP in targeting the risk behaviors.	AOIC	09-13-23

Objective 4	Responsible Parties	Target Completion Date
Request is being made to AOIC to demonstrate CCP with client volunteers to increase confidence. Additional AOIC TA would include quarterly sessions throughout the year focusing on case planning and incorporating CCP into the objectives.	AOIC/Managers	10-15-23

Objective 5	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 6	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 7	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 8	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 9	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 10	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 11	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 12	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Goal 6 Upcoming Year

Note: this section will only be completed if the department indicates that it has a sixth goal.

Please provide the next goal for the coming fiscal year.

N/A

What area of the Statute, Standard, or program development is addressed with your first goal?

N/A

Please list the specific Evidence-Based Practice(s) cited in the question above.

N/A

Please provide an explanation of "other" as indicated above.

N/A

Please list the objectives, or steps, responsible parties, and goal dates that will lead to the attainment of this goal.

Objective 1	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 2	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 3	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 4	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Objective 5	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 6	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 7	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 8	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 9	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 10	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 11	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 12	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Goal 7 Upcoming Year

Note: this section will only be completed if the department indicates that it has a seventh goal.

Please provide the next goal for the coming fiscal year.

N/A

What area of the Statute, Standard, or program development is addressed with your first goal? - Selected Choice

N/A

Please list the specific Evidence-Based Practice(s) cited in the question above.

N/A

Please provide an explanation of "other" as indicated above.

N/A

Please list the objectives, or steps, responsible parties, and goal dates that will lead to the attainment of this goal.

Objective 1	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 2	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 3	Responsible Parties	Target Completion Dates
N/A	N/A	N/A
Objective 4	Responsible Parties	Target Completion Date

N/A	N/A	N/A
Objective 5	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 6	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 7	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 8	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 9	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 10	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 11	Responsible Parties	Target Completion Date
N/A	N/A	N/A
Objective 12 -	Responsible Parties	Target Completion Date
N/A	N/A	N/A

Operational Review

This section will only be completed by departments that have received their Operational Review and Report.

Has the department received an Operational Review from the Administrative Office of the Illinois Courts?

No

When was the department's most recent Operational Review. (month and year)

N/A

Did the Operational Review report contain requirements for your department?

N/A

Select the related statute or standard upon which the identified requirement(s) is based. (Select all that apply)

N/A

Please describe the issue identified in 999 Other Statute or Standard

N/A

Does the current Organizational Plan incorporate the requirements listed in the Operational Review for 3.1 referral process and case assignment (and related sub-sections)?

N/A

Please explain how the requirements regarding 3.1 referral process and case assignment (and related sub-sections) were resolved or why they are not addressed in the current plan.

N/A

Does the current Organizational Plan incorporate the requirements listed in the Operational Review for 3.2 Orientation (and related sub-sections)?

N/A

Please explain how the requirements regarding 3.2 Orientation (and related sub-sections) were resolved or why they are not addressed in the current plan.

N/A

Does the current Organizational Plan incorporate the requirements listed in the Operational Review for 3.3 Assessment (and related sub-sections)?

N/A

Please explain how the requirements regarding 3.3 Assessment (and related sub-sections) were resolved or why they are not addressed in the current plan.

N/A

Does the current Organizational Plan incorporate the requirements listed in the Operational Review for 4.1 Feedback (and related sub-sections)?

N/A

Please explain how the requirements regarding 4.1 Feedback (and related sub-sections) were resolved or why they are not addressed in the current plan.

N/A

Does the current Organizational Plan incorporate the requirements listed in the Operational Review for 4.2 Timeframe (and related sub-sections)?

N/A

Please explain how the requirements regarding 4.2 Timeframe (and related sub-sections) were resolved or why they are not addressed in the current plan.

N/A

Does the current Organizational Plan incorporate the requirements listed in the Operational Review for 4.3 Case Planning (and related sub-sections)?

N/A

Please explain how the requirements regarding 4.3 Case Planning (and related sub-sections) were resolved or why they are not addressed in the current plan.

N/A

Does the current Organizational Plan incorporate the requirements listed in the Operational Review for 4.4 Supervision Strategies (and related sub-sections)?

N/A

Please explain how the requirements regarding 4.4 Supervision Strategies (and related sub-sections) were resolved or why they are not addressed in the current plan.

N/A

Does the current Organizational Plan incorporate the requirements listed in the Operational Review for 4.5 Case Termination (and related sub-sections)?

N/A

Please explain how the requirements regarding 4.5 Case Termination (and related subsections) were resolved or why they are not addressed in the current plan.

N/A

Does the current Organizational Plan incorporate the requirements listed in the Operational Review for 999 Other Statute and Standard?

N/A

Please explain how the requirements regarding 999 Other Statute and Standard were resolved or why they are not addressed in the current plan.

N/A

Did the Operational Review report contain recommendations for your department?

N/A

Please identify the issue(s) captured above and explain this barrier to implementation in more detail, along with any plans to address or remediate the issue(s) cited.

N/A

Does your current Organizational Plan incorporate the recommendations listed in the Operational Review report?

N/A

Please explain how the listed recommendations were resolved or why they are not incorporated into the current Organizational Plan.

N/A

Probation Casework Standards

This section will only be completed by departments that have **not** received their Operational Review or Report.

What areas of the AOIC Probation Casework Standards have been implemented by your department?

3.1 REFERRAL PROCESS AND CASE ASSIGNMENT (and related sub-sections), 3.2 ORIENTATION (and related sub-sections), 3.3 ASSESSMENT (and related sub-sections), 4.1 FEEDBACK (and related sub-sections), 4.2 TIMEFRAME (and related sub-sections), 4.3 CASE PLANNING (and related sub-sections), 4.4 SUPERVISION STRATEGIES (and related sub-sections), 4.5 CASE TERMINATION (and related sub-sections)

What barriers exist to fully implement Probation Casework Standards? (Select all that apply)

N/A

Please identify the issue(s) captured above and explain this barrier to implementation in more detail, along with any plans to address or remediate the issue(s) cited.

N/A

What is needed by your department to fully implement the Probation Casework Standards? (Select all that apply)

N/A

Please identify the need(s) captured above and explain what is needed to facilitate implementation in more detail, along with any plans to address or remediate the issue(s) cited.

N/A

Annual Report

The Department(s) complete a separate Annual Report for the County Board?

No

Variance to Caseworks or Operational Standards

This section will be completed when a variance is selected on the "What's New" question.

A variance to the Caseworks Standards is being requested for the following paragraphs of the Standard:

N/A

Please provide a detailed explanation to support the variance requested. If additional room is necessary, indicate that documentation is uploaded to the Department's Secure Folder in the Google Drive.

N/A

Please provide a timeline for which the variance is being requested. No permanent variances will be granted.

N/A

A variance to the Operational Standards is being requested, please indicate below the section of the standard that is requested to be waived.

N/A

Please provide below a detailed explanation to support the variance requested. If additional room is necessary, indicate that documentation is uploaded to the Department's Secure Folder in the Google Drive.

N/A

Please provide a timeline for which the variance is being requested. No permanent variances will be granted.

N/A

New or Updated Policy

This section will be completed when New or Updated Policy is selected on the "What's New" question.

A new or updated policy is in need of review and approval, please indicate the policy that is being uploaded for review and approval. Ensure that updated policies contain highlights and strikethroughs in order to be accepted for review. - Selected Choice

Code of Conduct

Fiscal Resource Management

This section will be completed when issues regarding Fiscal Resource Management is selected on the "What's New" question.

Salary Shortfall [730 ILCS 110/15.1(h)]: Monies will be used from the Probation and Court Services Fund for salary shortfall. Please indicate the amount of Salary Shortfall being requested.

14,783.74

Variance to Compensation Plan

This section will be completed when Variance to Compensation Plan is selected on the "What's New" question.

Compensation Plan [730 ILCS 110/15(4); 730 ILCS 110/15(70)]: A variance is being requested, please designate below what aspect of the compensation plan is requested to be waived. (select all that apply) - Selected Choice

N/A

Compensation Plan [730 ILCS 110/15(4); 730 ILCS 110/15(70)]: Provide at least one rationale for the variance.

N/A

Please explain the rationale for the variance request in further detail.

N/A

Salary Increase

This section will be completed when Salary Increase is selected on the "What's New" question

Will there be salary increases for non-exempt or exempt staff? A "1" indicates that this class of employee are eligible to receive a salary increase.

Class	Choice Count
Exempt	1
Non-Exempt	1

Salary Increase for Non-Exempt Staff

This section will be completed when Salary Increase for Non-Exempt Staff is selected above.

Position/Classification	Percentage	Dollar Amount
All	3.25%	N/A

Position/Classification	Percentage	Dollar Amount
N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount
N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount
N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount
N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount
N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount
N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount
N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount

N/A

N/A

N/A

Position/Classification

Percentage

Dollar Amount

N/A

N/A

N/A

Position/Classification

Percentage

Dollar Amount

N/A

N/A

N/A

Position/Classification

Percentage

Dollar Amount

N/A

N/A

N/A

Position/Classification

Percentage

Dollar Amount

N/A

N/A

N/A

Position/Classification

Percentage

Dollar Amount

N/A

N/A

N/A

Position/Classification

Percentage

Dollar Amount

N/A

N/A

N/A

Position/Classification

Percentage

Dollar Amount

N/A

N/A

N/A

Non-Exempt: Which of the following factors are associated with this increase? Please explain "other" in the box below. - Selected Choice

COLA, Performance

Please explain "Other" as selected above.

N/A

Salary Increases for Exempt Staff

This section will be completed when Salary Increase for Exempt Staff is selected above.

Position/Classification	Percentage	Dollar Amount
all	3.25	N/A

Position/Classification	Percentage	Dollar Amount
N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount
N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount
N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount
N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount
N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount
N/A	N/A	N/A

Exempt: Which of the following factors are associated with the increase? Please explain "other" in the box below.

COLA, Performance

Please explain "Other" as selected above.

N/A

Salary Range Adjustment

This section will be completed when Salary Range Adjustment is selected above.

Position/Classification	Percentage	Dollar Amount	Exempt/Non-Exempt
all	1%	N/A	N/A

Position/Classification	Percentage	Dollar Amount	Exempt/Non-Exempt
N/A	N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount	Exempt/Non-Exempt
N/A	N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount	Exempt/Non-Exempt
N/A	N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount	Exempt/Non-Exempt
N/A	N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount	Exempt/Non-Exempt
N/A	N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount	Exempt/Non-Exempt
N/A	N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount	Exempt/Non-Exempt
N/A	N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount	Exempt/Non-Exempt
N/A	N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount	Exempt/Non-Exempt
N/A	N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount	Exempt/Non-Exempt
N/A	N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount	Exempt/Non-Exempt
N/A	N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount	Exempt/Non-Exempt
N/A	N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount	Exempt/Non-Exempt
N/A	N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount	Exempt/Non-Exempt
N/A	N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount	Exempt/Non-Exempt
N/A	N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount	Exempt/Non-Exempt
N/A	N/A	N/A	N/A

Position/Classification	Percentage	Dollar Amount	Exempt/Non-Exempt
N/A	N/A	N/A	N/A

Provide below the rationale to support the needed adjustment and why the ranges were adjusted by the indicated amount.

Cost of Living Adjustment

Please explain how the issue cited above establishes the need for an adjustment to the salary range(s). For "other" also please identify the issue established and accompanying rationale. Additionally, please indicate whether existing staff will receive an adjustment, in the form of a compression increase, due to the requested range adjustment.

All employees (both exempt and non exempt) receive a 1% increase for COLA. This increase is an attempt to stay consistent with increases in surrounding counties. All employees that have also passed their 9 month probationary period as of 12-01-23 receive an additional 2.25 % step increase for satisfactory performance. One employee (non exempt) has reached the top of the pay scale and will move over to the next column on the top of the pay scale. She will receive her 2.25% in the form of a biweekly stipend on top of her normal pay increase. This union contract was approved by AOIC.

Collective Bargaining Agreement [730 ILCS 110/15(4)]

A "1" indicates that the corresponding choice has been selected.

Field	Choice Count
Yes	1
No	0
In Negotiation	0

If the collective bargaining agreement is under negotiation, what is the expected completion date for the collective bargaining agreement.

N/A

Performance Management: Quality Assurance

This section will be completed when Performance Management: Quality Assurance is selected on the "What's New" question

Please indicate what Quality Assurance Policy and Procedures are currently in place and utilized within the department.

Quality Assurance Policy and Procedure beyond Core Correctional Practices

Reorganization

This section will be completed when Reorganization is selected on the "What's New" question

If a reorganization request is submitted, select factors below that are driving the need for a reorganization.

Other

Please provide the rationale to support the need for reorganization: Cite specific statutes, standards, case load, program development, and/or fiscal issues driving the need for change within your jurisdiction.

Kendall County is requesting 3 100% county funded positions (2 juvenile and 1 PSW Coordinator) to be converted to Grant in Aid Positions. These 100% county funded positions were added at a time when new positions were not being approved for funding by AOIC, yet the needs of the county warranted the need for more staff. Kendall County (population 131,867) was the fastest growing county in the United States from 2000 to 2010, and the fastest growing county in Illinois from 2010 to 2020, having more than doubled its population since 2000. The strong growth continues into the 2020s and while we have added an additional Problem Solving Court Officer last year to meet the demands of that growing population, we have held the line on adding staff for many years. Instead we have eliminated programming and services to accommodate caseload sizes. We are very grateful that our county board recognized the need to properly staff our office during a time when the state of Illinois was unable to fund positions. We have noted AOIC converted 4 prior county funded positions to Grant and Aid a few years ago which is appreciated. Kendall County has continued to fund these necessary, but unfunded probation positions as they are deemed critical to ensure proper service delivery to our clientele. It is our request for AOIC to approve funding for the remaining 3 county funded positions through Grant In Aid.

It should also be noted that some of the operational expenses for the department are being paid through Probation Service Funds due to the county assuming the salaries for these probation positions. We understand this utilization of PSF for operational expenses is not the intended purpose of these funds. A proposal has been made in this county fiscal year to begin moving some of the PSF funded operational expenses to the general fund. It is our intention to transfer more of the Operational/Equipment expenses to the general fund as the county funded positions are converted to reimbursable positions.

Interstate Compact Policies and Procedure

This section will be completed when Interstate Compact Policies and Procedure is selected on the "What's New" question

Indicate which of the following Interstate Compact Policies and Procedures have been updated.

N/A

Collaboration (730 ILCS 110): Justice System Stakeholder Involvement

This section will be completed when Reorganization is selected on the "What's New" question

What is the department's role and involvement in justice stakeholder meetings?

Kendall County Court Services continues to be involved in several justice stakeholder groups including:

- 1) Juvenile Justice Council- The Director serves as the Secretary and Chair of the Justice Planning Committee. There is significant work being done in that committee to create community based diversion programs for police officers to refer first time offenders to in lieu of a formal referral to probation.
- 2) Family Violence Coordinating Council- Kendall County Court Services serves as the fiscal agent for the grant and the Special Programs Supervisor is a co-chair of the Kendall County Multidisciplinary Team. This committee is devoted to increasing awareness and access to information for victims of domestic violence.
- 3) The Kendall County/Council Of State Government-Technical Assistance Team is lead by the Juvenile Supervisor. This committee is working with Council of State Governments to revamp the juvenile court process to incorporate best practices in an effort to address the needs of the youth while diverting them away from court. There is an increased focus on revamping our sanctions policy to incorporate incentives for both the adult and juvenile units.
- 4) Others; Kendall County Court Services representatives also sit on various meetings as a member-at-large. (e.g. Kendall County Chiefs of Police Association, Juvenile Justice Council), Involvement in such meetings is limited to maintaining relationships between our organizations.
- 5) Our Juvenile Sex Offender Officer has been appointed by Governor Pritzner to sit as the Illinois Probation and Court Services representative on the Sex Offender Management Board.,
- 6) The Kendall County Sheriff's Department has a Youth Academy designed to expose adolescent boys and girls to the inner workings of the criminal justice system. Our senior probation officer has been an advisor from inception to present and serves to heighten awareness to the youth and the police officers associated with the program to the inner workings of probation offices and the clients we serve.

Rights of Crime Victims [730 ILCS 110/15(6)(d)]

How does the department support the rights of crime victims? (Select all that apply)

State's Attorney has a victim's advocate on staff, Victim Impact Statements in sentencing reports

Please provide details on "Other" as selected above.

N/A

Describe how the requirements of the statute are implemented regarding crime victim rights and how the department coordinates that support with other criminal justice agencies within the jurisdiction.

When writing a Pre Sentence Report or Social History and a victim is involved, the writer coordinates with the Kendall County State's Attorney's Victim/Witness Coordinator for any statements to be included in the report. When a victim contacts the probation officer and it is believed a victim is in danger, the state's attorney and local police departments are contacted to address any immediate safety concerns.

Thank you for taking the time to complete the Probation and Court Services Annual Plan. Once completed, an email containing your responses will be sent to the email address that was provided. Please download these responses and provide to the chief judge for approval.

I certify that I have completed the Annual Plan survey and will upload my Attachments and Signature Page to the designated Google Drive folder under the Annual Plan section. (Select all that apply). A "1" indicates that the associated document was selected.

Field	Choice Count
Signature Page	1
Probation Fee Budget	1
Organizational Chart	1
Salary Range Worksheet	1
Revised Policies highlighted and struck through	0
ICAOS-ICJ Policies	0
Shortfall Worksheet	1
Applicable Addendums	0
Collective Bargaining Agreement	1
Quality Assurance Plan	0
Compensation Plan	1
Variance Request/Documentation if Applicable	1
Performance Appraisal	0
Reorganizational Request if applicable	1
Justice Stakeholder List	1
COPE Approved Training Hours are in Relias	1
Code of Conduct	1

Signature Page and Addendum(s) to follow



2024 Probation Services Fee Expenditure Proposal | Probation Kendall County | Circuit 23

Department Information

First Name: Alice

Last Name: Elliott

Email Address: aelliott@kendallcountyil.gov

Organization: Probation

Are Probation Fees used for this Department?

Q8.) Are Probation Fees used for this department?

Yes

Source of Funding

Source of Funding - Probation Fees Fund

Probation Fee Fund	Sum
Balance at Start of Fiscal	558,002.73
Funding/Income	109,000.00
Department Fringe Benefits	0.00
IGA (Inter-Governmental Agreement) Revenue	0.00
Other Receivables	5,900.00

Source of Funding - Probation Operations Fees

No data found - your filters may be too exclusive!

Department Operations & Personnel

Department Fiscal Operations Proposed Spending	Sum
Bonuses	0.00
Contingency	0.00
Department Fringe Benefits - (FICA, Worker's Compensation, Unemployment, IMRF, Medical, Dental, and Life Insurance)	0.00
Longevity	0.00
Merit	0.00
Overtime	0.00
Personnel Payouts	0.00
Reimbursements to Staff	0.00
Salaries	0.00
Salary Shortfall	14,783.00
Tuition Reimbursement	0.00
OTHER - Salary	19,212.44

Department Operations Proposed Spending	Sum
Advertising	0.00
Applicant & Employee Psychological Testing/Evaluations	0.00
Auto Expenses	0.00
Boilers	0.00
Building Rent/Mortgage/Bond	0.00
Capital Expenses	0.00
Car Communication Systems	0.00
Case Management System Development (e.g., implementing, building compliance with data requirements)	0.00
Case Management License (e.g., new software)	0.00
Case Management Services (e.g., maintaining)	0.00
Cell Phone Chargers	0.00
Chairs	0.00
Computer Hardware (e.g., laptops, printers)	8,000.00
Computer Software (e.g., MS Office, Adobe Suite, Video conferencing)	0.00
Computer Video Equipment	0.00
Conducted Energy Devices (CEDs)	0.00
COVID Expenses - (e.g., cleaning)	0.00
COVID Testing	0.00
Desks	0.00
Destruction of Records Service	800.00
Document Shredding	0.00
Dues	2,900.00
Electric	0.00
Employee Drug Testing	0.00
Equipment Maintenance (identify type of "equipment")	0.00
Equipment Rentals	0.00
Firearm Ammunition	0.00
Firearms	0.00
Gas - Auto	0.00
Gas - Building	0.00
Hotspot/Wi-Fi Services	0.00

Icemaker	0.00
Improvements to Buildings	0.00
Ink	0.00
IT Support Contract	0.00
Job Posting/Hiring Ad	0.00
Kitchen Appliances	0.00
Laundry Services	0.00
Laundry & Cleaning Supplies	0.00
Maintenance/Cleaning Staff Salaries & Benefits	0.00
Medical Waste Disposal	0.00
Memberships (e.g., IPCSA)	0.00
Microfilming	0.00
Notary Services	0.00
Office Cleaning/Custodial Services	0.00
Office Copier/Printer/Scanner	0.00
Office Copier/Printer/Scanner Lease	0.00
Office Copier/Printer/Scanner Maintenance	0.00
Officer Safety Equipment	0.00
Office Supplies	0.00
Officer Uniforms	0.00
Oil changes	0.00
Oleoresin Capsicum: Pepper Spray	0.00
Operation Service Contracts	15,000.00
Paper	0.00
Pens	0.00
Phones - Cell	0.00
Phones - Landline	0.00
Police Radios	0.00
Postage	0.00
Printing/Duplication	0.00
Printer Toner	0.00
Property & Employee Liability Insurance	0.00
Public/Community Service Supplies	0.00

Publications, Printing, & Binding	0.00
Record/File Storage	0.00
Reimbursements to Other Probation Department(s)	0.00
Roofs	0.00
Security Computer & Video Equipment	0.00
Stamps	0.00
Subscriptions (e.g., journals, news papers)	0.00
Tracker Contract	25,000.00
Training - (accommodation reimbursements)	0.00
Training - (mileage)	0.00
Training - (per diem)	0.00
Training - (registration)	27,000.00
Travel Expenses - (accommodation reimbursements)	0.00
Travel Expenses - (home visits mileage)	0.00
Travel Expenses - (per diem)	0.00
Travel Expenses - (work meetings mileage)	0.00
Utilities	0.00
Vehicle Lease	0.00
Vehicle Maintenance	0.00
Vehicle Purchase	0.00
Vests	0.00
Waste Disposal & Recycling	0.00
Water - Building	0.00
Water - Coolers / Bottled	0.00
Water Heaters	0.00
Web-cams	0.00
Work Release	0.00
Other Operations	3,500.00
Other Expenditures	0.00

Services

ClientServices Proposed Spending	Sum
Alcohol Testing	0.00
Alcohol Treatment	0.00
ASL - Language	2,000.00
Bus Fare / Tokens (Incentives)	0.00
Bus Fare / Tokens - Non-Incentive	0.00
Cash (Incentives)	0.00
Client Birth Records	0.00
Client Records	0.00
Cognitive Programming & Supplies	1,000.00
Cognitive Programming	0.00
Cognitive Supplies	0.00
Community Service Supervision Contract	0.00
Contracted Services	7,000.00
COVID-19 Testing	0.00
Drug/Alcohol Testing	0.00
Drug/Alcohol Treatment	0.00
Drug Testing	14,000.00
Drug Treatment	0.00
DVI Assessments	0.00
Educational Programs & Supplies	0.00
Educational Programs	3,400.00
Educational Supplies	0.00
Electronic Monitoring/GPS	0.00
Employment Services	0.00
Food - Non-Incentive	0.00
Food/Snacks/Candy (Incentives)	0.00
Foreign Language Interpreters	0.00
Foster Care Placement	0.00
Gloves - Medical	0.00

Good-time Credit (Incentives)	0.00
GPS Equipment	15,000.00
Graduation Ceremony	0.00
Group Counseling Services	0.00
Hospital Miscellaneous	0.00
Incentives	5,000.00
In County Detention	0.00
Individual Counseling Services	0.00
Individual & Group Counseling Services	19,500.00
Inpatient Alcohol Treatment	0.00
Inpatient Drug Treatment	0.00
IPPC Sex Offender Contract	0.00
JSOP - Counseling	0.00
Language Access Services	0.00
Legal Notice(s)	0.00
LexisNexis Contract	0.00
Medical Miscellaneous	0.00
Medications/Prescriptions	0.00
Medical Supplies	0.00
Medical Treatment	0.00
Medical Waste Disposal	0.00
Movie Tickets (Incentives)	0.00
Other Detention Cost	0.00
Out of County Detention	0.00
Outpatient Alcohol Treatment	0.00
Outpatient Drug Treatment	0.00
Oxford Housing	0.00
Polygraph Testing	2,000.00
Prescriptions	0.00
Project Stipends	0.00
Psychological Evaluations	12,000.00
Psychological Testing/Evaluations	0.00
Psychological Testing	0.00

Psychological Treatment	0.00
Public/Community Service Supervision Contract	0.00
Public Service Supervision Contract	0.00
RANT Assessments	0.00
Redeploy Programming	0.00
Residential Facilities	0.00
Residential Placement	0.00
Risk Assessment	500.00
Salaries - (Contracted specific to client/resident services)	0.00
Shipping - Alc/Drug Tests	0.00
SNAP Contracts	0.00
STD Testing	0.00
Television (Incentives)	0.00
Text Message Appointment Reminders	0.00
Track Phones (Incentives)	0.00
Track Phone Minutes (Incentives)	0.00
Transportation	5,000.00
Treatment Services	0.00
Vaccines	0.00
Water Coolers / Water	0.00
Water Dyes - Alc/Drug Testing	0.00
Other Contracts	0.00
Other Services	15,000.00

"Other" Expenses

"Other" Expenses Proposed Spending	Sum
Chief Judge	0.00
Juror Fees	0.00
Lawyer	0.00
Legal Notice(s)	0.00
Statute Updates	0.00
Security Services	0.00
Witness Fees	0.00
"Other" Expenses	0.00

How Expenses Are Covered | Department Personnel

Department Fringe Benefits

No data found - your filters may be too exclusive!

Department Salaries

No data found - your filters may be too exclusive!

Other Salary

Funding Source	Sum
Probation Fees Fund	19,212.44
Probation Operation Fees Fund	0.00

Overtime

No data found - your filters may be too exclusive!

Personnel Payouts

No data found - your filters may be too exclusive!

Salary Shortfall

Funding Source	Sum
Probation Fees Fund	14,783.00
Probation Operation Fees Fund	0.00

How Expenses Are Covered | Services

In County Detention

No data found - your filters may be too exclusive!

Out of County Detention

No data found - your filters may be too exclusive!

Other Detention Costs

No data found - your filters may be too exclusive!

Cognitive Programming & Supplies

Funding Source	Sum
Probation Fees Fund	1,000.00
Probation Operation Fees Fund	0.00

Contracted Services

Funding Source	Sum
-----------------------	------------

Probation Fees Fund	7,000.00
Probation Operation Fees Fund	-

Drug/Alcohol Testing

Funding Source	Sum
Probation Fees Fund	14,000.00
Probation Operation Fees Fund	0.00

Alcohol/Drug Treatment

No data found - your filters may be too exclusive!

Educational Programs & Supplies

Funding Source	Sum
Probation Fees Fund	3,400.00
Probation Operation Fees Fund	0.00

Electronic Monitoring/GPS

Funding Source	Sum
Probation Fees Fund	15,000.00
Probation Operation Fees Fund	0.00

Employment Services

No data found - your filters may be too exclusive!

Incentives

Funding Source	Sum
Probation Fees Fund	5,000.00

Probation Operation Fees Fund

0.00

Group & Individual Counseling Services

Funding Source	Sum
Probation Fees Fund	19,500.00
Probation Operation Fees Fund	0.00

Language Access Services

Funding Source	Sum
Probation Fees Fund	2,000.00
Probation Operation Fees Fund	0.00

Medical & Health Related Expenses

No data found - your filters may be too exclusive!

Psychological Testing & Evaluations

Funding Source	Sum
Probation Fees Fund	12,500.00
Probation Operation Fees Fund	0.00

Public/Community Service Supervision Contract

No data found - your filters may be too exclusive!

Polygraph Testing

Funding Source	Sum
Probation Fees Fund	2,000.00

Probation Operation Fees Fund

0.00

Residential Placement

No data found - your filters may be too exclusive!

Transportation

Funding Source

Sum

Probation Fees Fund

5,000.00

Probation Operation Fees Fund

0.00

Other Contracts

No data found - your filters may be too exclusive!

Other Services

Funding Source	Sum
Probation Fees Fund	15,000.00
Probation Operation Fees Fund	0.00

How Expenses Are Covered | Department Operations

Auto Expenses

No data found - your filters may be too exclusive!

Building Rent/Mortgage/Bond

No data found - your filters may be too exclusive!

Case Management System

No data found - your filters may be too exclusive!

Technology Expenses

Funding Source	Sum
Probation Fees Fund	8,000.00
Probation Operation Fees Fund	0.00

Employee Drug Testing

No data found - your filters may be too exclusive!

Laundry & Cleaning Services

No data found - your filters may be too exclusive!

Maintenance/Cleaning Staff Salaries & Benefits

No data found - your filters may be too exclusive!

Memberships, Dues, Subscriptions

Funding Source	Sum
Probation Fees Fund	2,900.00
Probation Operation Fees Fund	0.00

Office Supplies

No data found - your filters may be too exclusive!

Safety Equipment

No data found - your filters may be too exclusive!

Officer Uniforms

No data found - your filters may be too exclusive!

Operation Service Contracts

Funding Source	Sum
Probation Fees Fund	15,000.00
Probation Operation Fees Fund	0.00

Applicant & Employee Psychological Testing/Evaluations

No data found - your filters may be too exclusive!

Work Release/Public/Community Service Supplies

No data found - your filters may be too exclusive!

Training

Funding Source	Sum
Probation Fees Fund	27,000.00
Probation Operation Fees Fund	0.00

Travel Expenses

No data found - your filters may be too exclusive!

Utilities

Funding Source	Sum
Probation Fees Fund	800.00
Probation Operation Fees Fund	0.00

Capital Expenses

No data found - your filters may be too exclusive!

Reimbursement to Other Department/Funding Source

No data found - your filters may be too exclusive!

Other Operations

Funding Source	Sum
Probation Fees Fund	3,500.00
Probation Operation Fees Fund	0.00

Other Expenditures

No data found - your filters may be too exclusive!

How Expenses Are Covered | "Other" Expenses

"Other" Expenses

No data found - your filters may be too exclusive!

RESOLUTION NO. _____

A RESOLUTION INCREASING ELECTION JUDGE DAILY
COMPENSATION FOR KENDALL COUNTY, ILLINOIS

WHEREAS, the current pay for an Election Judge in Kendall County is set at \$190.00 base pay, plus \$10.00 for all who have been certified as having satisfactorily completed the mandatory biennial training course for a total of \$200.00; and.

WHEREAS, Governor Pritzker signed HB3817, now Public Act 103-0008, effective July 1, 2023, which, in part, amends the Election Code at 10 ILCS 5/13-10 increasing the portion of an election judge's daily compensation reimbursement by the State Board of Elections by an additional \$20.00 provided this increase is used to increase judge's compensation; and

WHEREAS, said Public Act states that this increase may not be used by the County to reduce its portion of a judge's compensation; and

WHEREAS, the Kendall County Board desires to match the \$20.00 increase in an election judge's daily compensation with an additional \$5.00 increase; and

NOW, THEREFORE BE IT RESOLVED: the Kendall County Board hereby approves that beginning with the General Primary Election to be held on March 19, 2024, all Judges of Election shall receive an additional compensation of \$25.00 per day served for all elections under the jurisdiction of the Election Authority of Kendall County, \$20.00 of which will be reimbursed by the State Board of Elections.

BE IT FURTHER RESOLVED that such increase therefore establishes the Election Judge's compensation base pay at \$215.00 without training or \$225.00 with training.

ADOPTED and APPROVED this ___ day of _____, 2023.

Chairman, Kendall County Board

ATTEST: _____
Kendall County Clerk

KENDALL COUNTY SHERIFF'S OFFICE

MONTH-END REPORT



JULY

2023

Submitted by: Sheriff Dwight A. Baird

OPERATIONS DIVISION

POLICE SERVICES	July-21	July-22	June-23	July-23
Calls for Service	766	823	806	813
Police Reports	295	362	373	357
Total Arrests	33	125	122	142
Ordinance Citations Issued	1	0	1	4

TRAFFIC SERVICES

Traffic Contacts	160	513	502	725
Traffic Citations Issued	66	251	191	448
DUI Arrests	5	12	5	6

TRAFFIC CRASH INVESTIGATIONS

Property Damage	15	24	39	30
Personal Injury	27	10	10	9
Fatalities	0	0	0	0
TOTAL CRASH INVESTIGATIONS	42	34	49	39

VEHICLE USAGE

Total Miles Driven by Sheriff's Office	62,501	55,542	62,404	51,723
Vehicle Maintenance Expenditures	\$7,878	\$3,047	\$6,310	\$6,521
Fuel Expenditures	\$11,148	\$18,261	\$16,091	\$14,739
Fuel Gallons Purchased	3,708	3,736	4,348	4,187
Squad Damage Reports	1	1	0	0

AUXILIARY DEPUTIES

Ride-A-Long Hours	0	0	0	0
Auxiliary Hours	80	50	38	26
TOTAL AUXILIARY HOURS	80	50	38	26

EVIDENCE/PROPERTY ROOM

New Items into Property Room	75	100	144	101
Disposal Orders Processed	19	16	30	36
Items Disposed Of	54	108	101	109
Items Sent to Crime Lab for Processing	28	18	8	10
Pounds of Prescription Meds Collected from Drop Box	9	7	12	9

INVESTIGATIONS/COPS ACTIVITIES

Total Assigned Cases (Patrol/Invest)	20	26	27	29
Total Closed Cases (Patrol/Invest)	37	29	13	18
Total Open Cases (Patrol/Invest)	107	80	101	112
Community Policing Meetings/Presentations	26	30	29	24

Sex Offender / Violent Offenders Against Youth Registrations

Sex Offender Registrations	11	12	12	10
Sex Offender - Address Verifications Completed	0	0	24	1
Sex Offender - Address Verification Attempted	0	0	33	5
Total # of Sex Offenders- Jurisdiction	32	28	33	34
Total # of Sex Offenders- Entire County	82	83	87	86
Violent Offenders Against Youth Registrations	2	2	4	6
VOAY - Address Verification Completed	0	0	5	1
VOAY - Address Verification Attempted	0	0	6	1
Total # of VOAY- Jurisdiction	6	8	8	7
Total # of VOAY- Entire County	25	22	24	23

RECORDS DIVISION

SHERIFF SALES	July-21	July-22	June-23	July-23
Sales Scheduled	5	10	9	19
Sales Cancelled	3	6	6	10
Sales Conducted	2	4	3	9
CIVIL PAPERWORK				
Papers Filed/Received	126	157	192	166
Papers Served/Executed	107	115	111	115
REPLEVINS/LEVY				
Replevin/Levy Scheduled	0	0	0	0
Replevin/Levy Conducted	0	0	0	0
SA, SUBPOENA & FOIA REQUESTS				
Electronic and Recording Copy Requests	56	74	85	68
Accident Reports	16	31	20	9
Background Checks	40	19	37	29
Incidents	51	59	69	73
Subpoenas	6	4	2	3
TOTAL REQUESTS	169	187	213	182
WARRANTS				
Total Warrants on File	1,761	1,721	1,446	1,435
New Warrants Issued	148	121	116	131
Total Warrants Served	115	114	118	115
Warrants Quashed	16	9	25	27
EVICCTIONS				
Evictions Scheduled for Month	3	7	12	6
Evictions Cancelled	1	1	7	3
Evictions Conducted	2	6	5	3
FEES				
Civil Process Fees	\$2,733	\$4,503	\$5,109	\$6,279
Sheriff Sales Fees	\$300	\$1,034	\$3,900	\$5,100
Records Fees/Fingerprinting	\$235	\$95	\$100	\$180
Bond Processing Fees	\$1,620	\$1,725	\$4,184	\$4,943
TOTAL FEES COLLECTED	\$4,888	\$7,357	\$13,293	\$16,502

CORRECTIONS DIVISION

JAIL POPULATION				
New Intake Bookings	179	207	196	215
Inmates Released	174	186	184	213
Federal Inmate ADP	62	54	15	15
Kendall County Inmate ADP	71	71	60	63
Other Jurisdictions Inmate ADP	14	15	4	4
Average Daily Population	147	140	79	82
ADP of inmates housed in other Jurisdictions			10	8
JAIL MEALS				
Number of Meals Prepared Consolidated/Aramark	13,260	12,599	7,567	7,651
Price Per Meal	\$1.33	\$1.39	\$3.07	\$3.07

INMATE TRANSPORTS	July-21	July-22	June-23	July-23
To and From Kendall County Courthouse	24	46	44	37
Other County Court Transports	0	2	7	4
Out of County Prisoner Pickups	5	8	12	8
To I.D.O.C	1	1	2	2
Medical/Dental Transports	8	9	10	4
Court ordered medical transports	3	0	0	0
Juvenile To and From Youth Homes/Courts	11	9	11	2
Federal Transports	16	11	5	8
To and From Kane County Jail			18	8
TOTAL INMATE TRANSPORTS	68	86	109	73

INMATE WORK CREWS				
Number of Inmates	0	4	2	0
Number of Locations	0	1	1	0
Total Hours Worked	0	7	6	0

REVENUE				
Amount Invoiced for Inmates Housed for Other Juris.	\$22,260	\$23,100	\$2,250	\$2,325
Amount Invoiced for Federal Housing	\$153,040	\$131,680	\$36,000	\$36,720
Amount Invoiced for Federal Court Transport	\$1,674	\$1,946	\$2,358	\$1,912
Amount Invoiced for Federal Medical Transport	\$1,869	\$20,862	\$573	\$619
TOTAL INVOICED	\$178,842	\$177,589	\$41,181	\$41,577

MEDICAL BILLING				
Medical Contractual Services	\$20,203	\$20,809	\$21,917	\$20,046
Prescriptions	\$4,674	\$6,068	\$1,817	\$1,302
Medical	\$762	\$709	\$1,832	\$300
Dental	\$0	\$0	\$0	\$0
Emergency Medical Services	\$24	\$73	\$80	\$0
Medical Supplies	\$1,297	\$512	\$340	\$139
TOTAL MEDICAL BILLING	\$26,960	\$28,172	\$25,986	\$21,787

Housing Expense				
Kane County Jail			\$16,425	\$16,800
TOTAL HOUSING EXPENSE			\$16,425	

Outstanding FTA Fees				
FTA Fees- Outstanding	\$375	\$975	\$825	\$525

COURT SECURITY				
Entries	8,945	9,171	11,522	10,376
Items X-rayed	3,435	3,708	4,960	4,283
Bond Call - In Person	13	10	11	10
Bond Call - Video	50	35	48	52
Kendall Prisoners	67	50	86	80
Other Prisoners	4	4	34	20
Arrests made at Courthouse	32	20	28	36
Contraband Refused	44	31	46	56

ELECTRONIC HOME MONITORING

TOTAL DEFENDANTS ORDERED TO EHM				
Juvenile	8	3	6	6
Adult	59	61	73	77
TOTAL PARTICIPANTS	67	64	79	77

Orders	July-21	July-22	June-23	July-23
Presentenced	61	63	74	70
Bischof	37	31	32	31
Post Sentenced	6	1	5	7

Days Defendants Served on EHM				
Juvenile	148	76	111	132
Adult	1,447	1,740	2,098	2,099
TOTAL DAYS	1,625	1,816	2,209	2,231

EHM VIOLATIONS				
Juvenile	2	0	1	0
Adult	12	27	8	2
TOTAL VIOLATIONS	14	27	9	2

COST vs. COLLECTIONS				
Cost	\$4,274	\$4,776	\$5,810	\$5,868
Collected	\$5,689	\$2,555	\$2,430	\$2,681

KCSO TRAINING

CORRECTIONS DIVISION				July-23
NATURE OF TRAINING				
3 Most Common Pitfalls in the Accreditation Process				1
Airborne & Bloodborne Pathogens				16
Annual Mandatory Firearms Quals				3.5
BLS CPR Certification				3.5
Communicating Eff/Prof w/ LGBTI Offenders				1
Cultural Awareness & Diversity				1
Drug Withdrawal in Jail				2
Escorting Inmates				1
Identity Protection Act				0.25
IDPH Naloxone Training				1
Intercept Basic Radiation Safety & Operator Training				2
KC Anti-Harassment Video				1
LEADS LTFA				12
Lexipol DTB's				18
Maintaining Boundaries for Corrections Staff				1
Medication-Assisted Treatment: Why MAT is Critical in				1
OC Pepper Spray				0.5
Off Duty Qualification				2
Policy #315				1
PREA: Your Role Responding to Sexual Abuse				3
Rifle Qual				1
Suicide Prevention for Law Enforcement				1
Understanding Autism Spectrum Disorder				18
Use of Force in Corrections				1
TOTAL HOURS	82	73	195	93

OPERATIONS DIVISION				
NATURE OF TRAINING				
Annual Mandatory Firearms Qualification				22
Annual Shotgun Quals				7
CourtSmart				11.5
Digital Forensics, Digital Attribution & Intro to				8
ICS 400 Advanced Incident CMD System				16
ICS-100c Intro to Incident Command System				2
Lead Homicide Investigator				80
LEADS Re-Cert				9

Lexipol DTB's					15
NHTSA SFST					24
Off Duty Qual					15
Police/Social Worker Co-Response Teams					4
Psychology of Domestic Violence					16
Rapid Response					231
Rifle Qualification					14
Roll Call Training					12.75

TOTAL HOURS	452	553	377	487
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COURT SECURITY	July-21	July-22	June-23	July-23
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NATURE OF TRAINING				
Airborne & Bloodborne Pathogens				5
Annual Mandatory Firearms Quals				3.5
CourtSmart				3
Lexipol DTB's				3.75
Understanding Autism Spectrum Disorder				5
TOTAL HOURS	8	46	27	20

ADMINISTRATION DIVISION				
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NATURE OF TRAINING				
Communicating Eff/Prof w/ LGBTI Offenders				1
CourtSmart				0.5
Digital Forensics, Digital Attribution & Intro to Cryptocurrency				8
Identity Protection Act				0.25
Integrated Ballistics Identification System Data Acquisition				8
Kendall County Anti-Harassment Video				1
Policy #315				1
PREA: Your Role Responding to Sexual Abuse				3
TOTAL HOURS	0	0.05	17	22.75

AUXILIARY				
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NATURE OF TRAINING				
TOTAL HOURS	0	0	0	0

PART TIMERS				
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NATURE OF TRAINING				
CourtSmart				1.5
Cultural Competency				1
Lexipol DTB's				3
TOTAL HOURS	40	15	32	6

Kendall County Clerk				
Revenue Report		7/1/23-7/31/23	7/1/22-7/31/22	7/1/21-7/31/21
Line Item	Fund	Revenue	Revenue	Revenue
CLKFEE	County Clerk Fees	\$507.00	\$750.50	\$1,223.50
MARFEE	County Clerk Fees - Marriage License	\$1,500.00	\$2,100.00	\$2,310.00
CIVFEE	County Clerk Fees - Civil Union	\$0.00	\$0.00	\$0.00
ASSUME	County Clerk Fees - Assumed Name	\$10.00	\$35.00	\$35.00
CRTCOP	County Clerk Fees - Certified Copy	\$1,458.00	\$2,034.00	\$1,906.00
NOTARY	County Clerk Fees - Notary	\$0.00	\$225.00	\$285.00
MISINC	County Clerk Fees - Misc	\$54.00	\$177.00	\$34.00
	County Clerk Fees - Misc Total	\$3,529.00	\$5,321.50	\$5,793.50
RECFEE	County Clerk Fees - Recording	\$19,757.00	\$26,583.00	\$42,133.00
	Total County Clerk Fees	\$23,286.00	\$31,904.50	\$47,926.50
CTYREV	County Revenue	\$45,147.50	\$56,112.75	\$58,817.25
DCSTOR	Doc Storage	\$11,226.00	\$15,370.50	\$24,659.50
GISMAP	GIS Mapping	\$35,730.00	\$48,722.00	\$78,120.00
GISRCD	GIS Recording	\$2,382.00	\$3,248.00	\$5,208.00
INTRST	Interest	\$78.64	\$27.57	\$32.78
RECMIS	Recorder's Misc	\$1,029.00	\$3,675.50	\$443.00
RHSP	RHSP/Housing Surcharge	\$18,252.00	\$13,509.00	\$22,023.00
TAXCRT	Tax Certificate Fee	\$800.00	\$600.00	\$520.00
TAXFEE	Tax Sale Fees	\$0.00	\$0.00	\$0.00
PSTFEE	Postage Fees			
CK # 19713	To KC Treasurer	\$137,931.14	\$173,169.82	\$237,750.03
Death Certificate Surcharge sent from Clerk's office \$880.00 ck # 19711				
Dom Viol Fund sent from Clerk's office \$250.00 ck 19712				

Office of Jill Ferko

Kendall County Treasurer & Collector
111 W. Fox Street Yorkville, IL 60560

Kendall County General Fund

QUICK ANALYSIS OF MAJOR REVENUES AND TOTAL EXPENDITURES
FOR EIGHT MONTHS ENDED 07/31/2023

<u>REVENUES*</u>	Annual <u>Budget</u>	2023 YTD <u>Actual</u>	2023 YTD% <u>%</u>	2022 YTD <u>Actual</u>	2022 YTD <u>%</u>
Personal Property Repl. Tax	\$915,000	\$894,885	97.80%	\$996,276	214.25%
State Income Tax	\$3,158,685	\$2,625,539	83.12%	\$2,825,294	109.75%
Local Use Tax	\$760,000	\$543,322	71.49%	\$516,816	54.40%
State Sales Tax	\$650,000	\$395,001	60.77%	\$545,955	93.65%
County Clerk Fees	\$350,000	\$181,222	51.78%	\$245,948	70.27%
Circuit Clerk Fees	\$1,050,000	\$829,534	79.00%	\$742,876	59.43%
Fines & Foreits/St Atty.	\$250,000	\$261,121	104.45%	\$217,937	79.25%
Building and Zoning	\$80,000	\$67,669	84.59%	\$79,645	106.19%
Interest Income	\$75,000	\$827,142	1102.86%	\$60,841	152.10%
Health Insurance - Empl. Ded.	\$1,488,365	\$830,203	55.78%	\$785,992	49.48%
1/4 Cent Sales Tax	\$3,228,750	\$2,249,379	69.67%	\$2,160,403	66.91%
County Real Estate Transf Tax	\$450,000	\$297,285	66.06%	\$398,478	88.55%
Federal Inmate Revenue	\$584,000	\$243,120	41.63%	\$1,057,680	55.73%
Sheriff Fees	\$113,663	\$76,717	67.50%	\$61,740	53.69%
TOTALS	\$13,153,463	\$10,322,139	78.47%	\$10,695,880	77.27%
Public Safety Sales Tax	\$7,500,000	\$3,983,945	53.12%	\$4,056,494	73.59%
Transportation Sales Tax	\$7,500,000	\$3,983,945	53.12%	\$4,056,494	67.61%

****All Accruals have been completed at this time. So these figures are where we currently stand for FY2023**

*Includes major revenue line items excluding real estate taxes which are to be collected later. To be on Budget after 8 months the revenue and expense should at approxiametly 66.67%

EXPENDITURES

All General Fund Offices/Categories

\$31,800,015 **\$15,237,160** **47.92%** **\$14,904,507** **49.64%**

Office of the Kendall County Coroner

**Monthly Report
July 2023**

* There were 45 hours of community service time served during the month of July.

July 2023 - Chief Deputy Gotte served as an Advisor for the Kendall County Law Enforcement Youth Academy.

July 2023 - Registered with 211 as a Resource for Diabetic Supply Donations and Sharps/Medication Disposal.

July 12, 2023 - Coroner Purcell provided a presentation and morgue tour for members of the public interested in careers in death investigation.

Deaths Report to the M.E.		Deaths Investigations	
July 2023	23	July 2023	7
YTD	212	YTD	44

MEI Scene Investigations		Postmortem Examinations	
July 2023	6	July 2023	5
YTD	37	YTD	20

Manner of Death						
	Natural	Accident	Suicide	Homicide	Indeterminate	Pending
July 2023	18	0	0	0	1	4
YTD	189	7	6	1	1	8

Cremation Permits Issued	
July 2023	12
YTD	124

Case Number	MOD	COD	DOB	DOD	Autopsy	Scene
2023-0190	Natural	Cardiac-Infarct NOS	07-30-1951	07-02-2023	None	No
2023-0191	Natural	Diabetes-Ketoacidosis	07-08-1964	07-02-2023	Toxicology	Yes
2023-0192	Natural	Dementia-Alzheimers	08-10-1930	07-03-2023	None	No
2023-0193	Natural	Neoplasm	09-23-1949	07-04-2023	None	No
2023-0194	Natural	Cardiac	11-08-1928	07-04-2023	None	No
2023-0195	Natural	Dementia-Alzheimers	04-16-1942	07-07-2023	None	No
2023-0196	Natural	Dementia-Alzheimers	11-10-1946	07-07-2023	None	No
2023-0197	N/A	MVCrash-Bicyclist	12-29-1985	07-10-2023	Full	Yes
2023-0198	Natural	Neoplasm	12-19-1948	07-12-2023	None	No
2023-0199	Natural	Nervous System	06-21-1929	07-14-2023	None	No
2023-0200	Natural	Cardiac	07-26-1962	07-15-2023	None	Yes
2023-0201	Natural	Neoplasm	08-18-1946	07-15-2023	None	No
2023-0202	Natural	Neoplasm	07-21-1965	07-16-2023	None	No
2023-0203	Pending	Undetermined/Other	08-06-1978	07-23-2023	Full	Yes
2023-0204	Natural	Nervous System	08-28-1939	07-25-2023	None	No
2023-0205	Pending	Nonspecific Natural	11-15-1957	07-26-2023	Full	Yes
2023-0206	Natural	Cardiac	03-09-1947	07-26-2023	None	No
2023-0207	Pending	Pulmonary-Asthma	07-13-2007	07-27-2023	Full	Yes
2023-0208	Natural	Nervous System	11-25-1933	07-28-2023	None	No
2023-0209	Natural	Neoplasm	02-12-1954	07-29-2023	None	No
2023-0210	Natural	Neoplasm	07-25-1961	07-29-2023	None	No
2023-0211	Natural	Nervous System- Stroke	01-31-1960	07-30-2023	None	No
2023-0212	Pending	Fall-From Height	02-25-1954	07-31-2023	Full	No

Updates from the Regional Office of Education August 15, 2023

1. Audit
 - a. FY21 is complete and posted on the Auditor General's website
 - b. FY22 is in process
 - c. FY23 is scheduled for completion by the end of December 2023

2. "I Love You Guys" Reunification Workshop
 - a. ROE hosted at Whitetail Ridge on Thursday, August 3, 2023
 - b. School Districts from Grundy and Kendall sent representatives
 - c. Local law enforcement agencies sent representatives
 - d. Over 70 people were in attendance
 - e. Yorkville Security Officer Joe Grimaldi idea for a regional planning model

3. Meeting with Forrest Preserve
 - a. Meeting scheduled for Thursday, August 10
 - b. I will provide an update regarding the results of the meeting during your board meeting

4. Budget
 - a. Budget has been turned in to Jennifer Karales
 - b. I am scheduled to present budget information to the Finance Committee on September 28