

**COUNTY OF KENDALL, ILLINOIS**  
**FACILITIES MANAGEMENT COMMITTEE**  
**Meeting Minutes for Monday, October 2, 2023**

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

**Roll Call**

<b>Attendee</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
Bachmann, Zach	Here		
DeBolt, Brian	Here		
Kellogg, Matt	Yes		
Peterson, Jason	Present		
Shanley, Brooke		4:11	

**Others Present** – Facilities Director Dan Polvere, Assistant Facilities Director Luke Prisco, Deputy Director Meagan Briganti

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

**Approval of June 5, 2023, Meeting Minutes** – Member Kellogg made a motion to approve the June 5, 2023, meeting minutes, second by Member Peterson. **With four members present voting aye, the motion carried by a vote of 4-0.**

**Public Comment** - None

**Status Reports**

***FY 2023 Capital Project & Major Repairs*** - Report included in the packet.

- ***Historic Courthouse 3<sup>rd</sup> Floor HVAC & Controls Replacement*** – Director Polvere updated installation progress.
- ***Historic Courthouse 2<sup>nd</sup> Floor Flat Roof Membrane Replacement*** – Director Polvere reported the project is under design options review.
- ***Courtrooms and Jury Assembly Room Technology Modernization Project*** – Director Polvere reported the project is currently in installation logistics with Thompson Electronics
- ***Probation Build-out of (5) Offices (w/Furniture) and Hand Sink Install at Public Defenders Office*** - Director Polvere reported the project is in the final stages of designing and will begin shortly after approval.

**Old Business/Project Updates**

- A. ***Phase 1 Update*** – Director Polvere updated the committee on the current build status of the new building. Pictures and the weekly report provided by Cordogan Clark have been included in the packet.
- B. ***Kendall Area Transit Facility Update*** – Director Polvere informed the committee the requests made by IDOT have been submitted.

**New Business/Projects**

- A. ***Discussion re: Replacement of (2) Hot Water Boilers in Public Safety Center*** – Director Polvere described to the committee the failure of the boiler located at the Public Safety Center detailed the process of replacement.

**GIS Department Report**

Deputy Director Meagan Briganti provided updates on department activities. Deputy Director Briganti described to the committee how the public is still able to obtain information remotely.

**Chair Report**

- A. Presentation/Discussion with Progressive Business Solutions on October 12<sup>th</sup> COW re: Solar Field performance and FY 2024 Gas & Electric Rates/Budget.

**Executive Session** – Member Peterson made a motion to enter into Executive Session for the purpose of the review of discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06, 5ILCS 120-2/21, second by Member Kellogg.

**Roll Call Vote**

<b>Attendee</b>	<b>Status</b>
DeBolt, Brian	Yes
Bachmann, Zach	Yes
Peterson, Jason	Yes
Kellogg, Matt	Yes
Shanely, Brooke	Yes

**With members DeBolt, Bachmann, Peterson, Kellogg and Shanely voting aye, the committee entered Executive Session at 4:16 p.m. by a vote of 5-0.**

**With five members in agreement, the committee reconvened in Open Session at 4:19 p.m.**

**Other Business** – None

**Public Comment** – None

**Questions from the Media** – None

**Adjournment** – Member Peterson made a motion to adjourn the Facilities Committee meeting, Member Bachmann seconded the motion. **With five members present voting aye, the meeting was adjourned at 4:21 p.m. by a vote of 5-0.**

Respectfully submitted,

Christina Wald  
Administrative Assistant and Recording Clerk