



COUNTY OF KENDALL, ILLINOIS
FINANCE AND BUDGET
Kendall County Office Building, 111 W. Fox Street
County Board Room 209, Yorkville, IL 60560
Thursday, February 29, 2024 at 4:00 p.m.
MEETING AGENDA

1. Call to Order
2. Roll Call: Scott Gengler (Chairman), Brian DeBolt, Matt Kellogg, Seth Wormley, Jason Peterson
3. ***MOTION (VV)** Approval of Agenda
4. ***MOTION (VV)** Approval of Minutes from January 25, 2024 Finance & Budget Committee Meeting
5. ***MOTION (Forward to County Board)** Approval of Claims
6. Committee Reports and Updates
 - A. Personnel Reports (Pg.5)
 - B. FY24-26 ARPA Fund (Pg.6)
 - C. Budget Amendment Tracking (Pg.7)
7. New Committee Business
 - A. ***MOTION (VV)** : Approval of FY2024 Opioid Fund Applications (Pg.9)
 - B. ***DISCUSSION:** 2024-2026 Auditing RFP Timeline (Pg.17)
 - C. ***MOTION (Forward to County Board):** Discussion and Approval of an Ordinance Establishing Salary for the Kendall County Circuit Clerk (Pg.18)
 - D. ***MOTION (Forward to County Board):** Discussion and Approval of an Ordinance Establishing Salary for the Kendall County Coroner
 - E. ***MOTION (Forward to County Board):** Approval of Surplus Property Policy (Pg.19)
 - F. ***DISCUSSION:** FY25 Budget Calendar (Pg.21)
 - G. ***DISCUSSION:** 2024 Senior Levy (Pg.25)
8. Old Committee Business
9. Chairman's Report
10. Public Comment
11. Executive Session
12. Items for Committee of the Whole
13. Action Items for County Board
14. Adjournment

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

COUNTY OF KENDALL, ILLINOIS
FINANCE & BUDGET COMMITTEE
Meeting Minutes for Thursday, January 25, 2024

Call to Order – Committee Chair Scott Gengler called the Finance & Budget Committee to order at 4:46 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 – Christina Burns, Latreese Caldwell, Jennifer Karales

Other Board Members Present – Seth Wormley, Brooke Shanley

Approval of Agenda – Member DeBolt made a motion to approve the agenda, second by Member Wormley. **With five (5) members present voting aye, the motion carried by a vote of 5-0.**

Approval of December 28, 2023 Finance & Budget Committee Meeting Minutes – Member Peterson made a motion to approve the minutes, second by Member Kellogg. **With five (5) members present voting aye, the motion carried by a vote of 5-0.**

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

Committee Reports and Updates

- A. **Connect Kendall County Broadband Update** - Update was presented to the committee at the Special COW meeting prior to this meeting on January 25, 202.
- B. **Personnel Reports** – Treasurer Jill Ferko provided to the committee the Treasurer’s Employee Status Report and is included in the packet starting on page 4.
- C. **ARPA Treasury Reporting Status Filing** – Jennifer Karales provided to the committee the quarterly ARPA Status report which can be found on page 7 of packet. \$4.4 million still needs to be allocated by December 2024 and spent by 2026.
- D. **ARPA Fund Update** - Same as the ARPA status filing report.
- E. **Opioid Settlement Status Filing** – Jennifer Karales reported on the Opioid Settlement Fund this is a quarterly report, it shows that Kendall County received a small amount from the Meijer settlement and the program expenditures for Q4 2023.

New Committee Business

A.*DISCUSSION: Approval of FY 2024 Opioid Fund Applications

Health Department and Judicial have applied for funding from the Opioid Settlement money. Applications can be found starting on page 16 in the packet. Health Department Assistant Executive Director Steve Curatti explained in more depth how the funds would be spent by the Health Dept. The bulk of the funds would help fund two media campaigns to prevent opioid misuse. The Health Department would like to continue with the ad campaigns in the theaters and streaming. The second campaign is posters and drink coasters in local bars and restaurants, both campaigns included a QR Code that leads individuals to their website for information and to locations for free Narcan kits. The committee would like more information on specific data and effectiveness of the campaign. Questions were asked if this the most effective way to reach this audience, and can they provide more metrics to the committee in the future? Can they find another way to reach this audience – a different campaign or other social media platform? Mr. Curatti stated that they are able to see the clicks on the QR code and able to get some data from this. Mr. Curatti wants to run this ad for another campaign and then will explore other ideas.

Member DeBolt made a motion for approval of FY2024 Opioid Application for the Health Department , second by Member Kellogg. **With five (5) members present voting aye, the motion carried 5-0.**

The second application is from the Kendall County Drug Court/Judicial for the support of an individual in treatment and recovery.

Member Kellogg made a motion for approval of FY2024 Opioid Application for Judicial, second by Member DeBolt. **With five (5) members present voting aye, the motion carried 5-0.**

B.*DISCUSSION: Approval of Senior Levy Award Process

Chair Gengler explained that \$363,000 is available to award entities that serve the senior community and Administration is requesting to move to an online application to replace the paper process used in the past. Latreese Caldwell directed the committee to the timeline and past allocation of funds which can be found in the packet on page 27. The application can be found on pages 28-36 of the packet.

Member Kellogg made a motion for the Approval of Senior Levy Award Process, second by Member DeBolt . **With five (5) members present voting aye, the motion carried 5-0.**

C.*DISCUSSION: Discussion on Kendall County Inspector General training cost share

Undersheriff Richardson contacted the committee regarding the Inspector General's (IG) ongoing professional development costs. Christina Burns explained that when the IG is involved in general training, they are suggesting the cost should be shared by the Sheriff's Department and the County Administrator. Training specific to law enforcement or public safety investigations would be charged fully to the Sheriff's Department budget. The ask is for an even split between the Sheriff's Office and Administration for this year's training costs.

Member Peterson made a motion for the Approval of Kendall County Inspector General training cost share, second by Member DeBolt. **With five (5) members present voting aye, the motion carried 5 -0.**

D.*MOTION (Forward to County Board): Approval of Court Administrator salary increase in the amount of \$5,000 from General Fund 11001515 and \$5,000 Stipend from Law Library Fund 132415

The individual will be taking on an additional role in the 23rd Circuit court and also finishing professional certification.

Member Kellogg made a motion for Approval of Court Administrator salary increase in the amount of \$5,000 from General Fund 11001515 and \$5,000 Stipend from Law Library Fund 132415 to be forwarded to the next County Board meeting, second by Member DeBolt. **With five (5) members present voting aye, the motion carried 5-0.**

E.*MOTION (Forward to County Board): Approval of Ordinance Abating the Taxes levied for the Year 2023 Payable 2024 to Pay Debt Service on General Obligation Bonds (Alternate Revenue Source) Series 2016, 2017, 2019B for the County of Kendall, Illinois

Deputy Administrator Latreese Caldwell explained that the bonds outstanding are all alternate revenue source bonds, and property taxes do not pay for the debt service. Every year need to abate the property tax and give this information to the County Clerk to pull off the property tax levy (pages 39-43 in packet). The debt service for Bond Series 2016 and 2017 is paid by the Public Safety Sales Tax Fund. The debt service for Bond Series 2019B is paid by sales tax revenue from the General Fund, revenue from the Health Department Fund, and rental income from Workforce Development, and the Kendall Housing Authority.

Member Kellogg made a motion for Approval of Ordinance Abating the Taxes levied for the Year 2023 Payable 2024 to Pay Debt Service on General Obligation Bonds (Alternate Revenue Source) Series 2016, 2017, 2019B for the County of Kendall, Illinois to be forwarded to the next County Board meeting, second by Member Wormley. **With five (5) members present voting aye, the motion carried 5-0.**

Old Committee Business – None

Chairman’s Report - None

Public Comment – None

Executive Session – None

Items for County of the Whole – None

Items for County Board

- Approval of Claims
- Approval of Court Administrator salary increase in the amount of \$5,000 from General Fund 1001515 and \$5,000 Stipend from Law Library Fund 132415
- Approval of Ordinance Abating the Taxes levied for the Year 2023 Payable 2024 to Pay Debt Service on General Obligation Bonds (Alternate Revenue Source) Series 2016, 2017, 2019B for the County of Kendall, Illinois

Adjournment – Member Peterson 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 5:33 p.m. by a vote of 5-0.**

Respectfully submitted,
Sally A. Seeger
Administrative Assistant and Recording Clerk

Treasurer's Employee Status Report as of February 9, 2024

Name	Department	Date	Job Title / Reason for Pay Change	Pay Rate	Budget Charged	GL Org
New Hires:						
Natalie Miller	SAO	1/16/2024	711 Law Clerk Intern	\$22.00/Hour	SAO	11002120
Joseph Camardo	Sheriff	1/24/2024	Corrections Deputy	\$63,224.62	Corrections	11002010
Jonathon Hageman	FP	1/29/2024	Grounds Maintenance	\$18.50/ Hour	FP	190011
Amanda Pazdan	HR	2/5/2024	Human Resources Assistant	\$20.00/Hour	HR	11003131
Paul Pope	KenCom	1/29/2024	Telecommunicator	\$27.02/Hour	KenCom	910024
Taylor Murray	KenCom	1/29/2024	Telecommunicator	\$27.02/ Hour	KenCom	910024
Elizabeth Schad	KenCom	1/29/2024	Telecommunicator	\$27.02/ Hour	KenCom	910024
Union/Step Increases:						
Benjamin Bataresh	Sheriff	1/13/2024	January Step Increase	Increase from \$ 70,232.12 to \$ 74,028.65	Sheriff	11002006
Brenden Heye	Sheriff	1/14/2024	January Step Increase	Increase from \$ 85,418.19 to \$ 89,214.70	Sheriff	11002009
Amy Groveau	Corrections	2/4/2024	February Step Increase	Increase from \$97,720.78 to \$98,032.78	Corrections	11002010
Timothy Swisher	Corrections	2/4/2024	February Step Increase	Increase from \$97,720.78 to \$98,032.78	Corrections	11002010
William Craig	Corrections	2/6/2024	February Step Increase	Increase from \$113,355.85 to \$113,667.85	Corrections	11002010
Hector Gerena	Corrections	2/6/2024	February Step Increase	Increase from \$98,344.78 to \$98,656.78	Corrections	11002010
Title / Salary Changes:						
Amy Pozzie	County Clerk	1/22/2024	Promotion to AP Coord.	New Salary of \$53,591.67	County Clerk	11000607
Charles Thompson	Sheriff	1/13/2024	Promotion to Sergeant	New Salary of \$111,483.85	Sheriff	11002009
Micheal Smith	Sheriff	1/13/2024	Moved to Investigations	Increase from \$85,418.19 to 86,118.19	Sheriff	11002009
Katie Starr	Circuit Clerk	2/5/2024	Promotion to Admin. Supervisor	Increase from \$52,000 to \$54,000	Circuit Clerk	11000314
Payton Karlovich	HR	2/8/2024	Completion of probation 2%	Increase from \$60,000 to \$61,200	HR	11003131
Terminations:						
William Dickson	FP	1/29/2024	Resigned		FP	190011
Sophia Idrizi	SAO	1/26/2024	Resigned		SAO	11002120
Diane Soling	Circuit Clerk	1/26/2024	Resigned		Circuit Clerk	11000314
Lacee Spampanato	HHS	2/2/2024	Resigned		HHS	120513
Casey Kampmeier	FP	2/8/2024	Terminated		FP	190011

American Rescue Plan Act Overview

2/29/2024

Beginning Balance		25,054,795
1 FY21 Expenditures	2,389,878	
2 FY22 Expenditures	4,221,338	
3 FY23 Expenditures	14,320,639	
4 FY24 Expenditures	516,789	
Total Expenditures Currently Spent		21,448,644



Kendall County Agenda Briefing

Meeting Type: Facilities and Technology
Meeting Date: 2/5/2024
Subject: Nutanix Storage Cluster Purchase
Prepared by: Matthew Kinsey, ICT Director
Department: ICT

Action Requested:

Forward to County Board approval of a purchase of additional storage for County Network

Board/Committee Review:

NA

Fiscal impact:

\$53,772.00 Capital Funds (unbudgeted)

Background and Discussion:

The ICT Department continually monitors the County's data storage needs. During the most recent budget cycle, we anticipated needing to expand our storage space in 2025. However, over the last six months, the County's data has jumped between one and two terabytes.

Staff recommends purchasing storage expansion as proposed from Presidio to ensure the County has adequate storage space and capacity for data backup. In addition to the purchase, we will be utilizing cloud storage that is already scheduled for capital purchase to offload old data that hasn't been viewed in 3+ years. We currently house 30 terabytes of data with about 14 terabytes being inactive for the last 3 years.

In the fall, staff will begin discussions on a Data Governance policy to help manage future data growth.

Staff Recommendation:

The ICT Director recommends purchasing storage expansion to ensure the continuation of redundancy in the environment.

Attachments:

Presidio quote

No.	Org	Object	Description	Increase or Decrease	Debit	Credit
1	175520	42250	SCAAP Grant Revenue	Increase		21,519
2	178517	42470	Receipts- State of Illinois	Increase		98,551
3	1100222	51030	Salaries Clerical	Increase	11,088	
4	1100314	51040	Salaries- Deputy Clerk	Increase	155,356	
5	11001516	51350	Salaries- Administration	Increase	5,000	
6	132415	51330	Salaries-Other	Increase		5,000
7	175020	42970	Grant Award	Decrease	5,415	
8	140225	69780	Capital Expenditures	Increase	53,772	

Opioid Application
Project Application Internal

1. Date:
2. Applicant Name:
3. Department:
4. Budget

Overall Budget

- A. Treat Opioid Use Disorder (OUD)
- B. Support People in Treatment and Recovery
- C. Connect People Who Need Help To The Help They Need (Connections To Care)
- D. Address The Needs of Criminal Justice-Involved Persons
- E. Address The Needs Of Pregnant Or Parenting Women And Their families, Including Babies With Neonatal Abstinence Syndrome
- F. Prevent Over-Prescribing And Ensure Appropriate Prescribing And Dispensing Of Opioids
- G. Prevent Misuse of Opioids
- H. Prevent Overdose Deaths and Other Harms (Harm Reduction)
- I. First Responders
- J. Leadership, Planning and Coordination
- K. Training
- L. Research
- _____ TOTAL

Opioid Application
Project Application Internal

Opioid Approved Uses:		
1. Treatment		
A. <u>TREAT OPIOID USE DISORDER (OUD)</u>		
<i>Budget</i>		<i>Description</i>
	1	Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MR conditions, including MAT, as well as counseling, psychiatric support, and other treatment
	2	Support mobile intervention, treatment, and recovery services, offered by qualified professionals and service providers, such as peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions and for persons who have experienced an opioid overdose.
	3	Provide treatment of trauma for individuals with OUD (<i>e.g.</i> , violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (<i>e.g.</i> , surviving family members after an overdose or overdose fatality), and training of health care personnel to identify and address such trauma.
	4	Provide training on MAT for health care providers, first responders, students, or other supporting professionals, such as peer recovery coaches or recovery outreach specialists, including telemonitoring to assist community-based providers in rural or underserved areas
	5	Offer fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments
B. <u>SUPPORT PEOPLE IN TREATMENT AND RECOVERY</u>		
	1	Provide comprehensive wrap-around services to individuals with OUD and any co-occurring SUD/MH conditions, including housing, transportation, education, job placement, job training, or childcare.
	2	Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions
	3	Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions.
	4	Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MH conditions
C. <u>CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED (CONNECTIONS TO CARE)</u>		
	1	Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment

Opioid Application
Project Application Internal

	2	Support assistance programs for health care providers with OUD.
	3	Support centralized call centers that provide information and connections to appropriate services and supports for persons with OUD and any co-occurring SUD/MH conditions
	<u>D. ADDRESS THE NEEDS OF CRIMINAL JUSTICE-INVOLVED PERSONS</u>	
	1	Active outreach strategies such as the Drug Abuse Response Team
	2	"Naloxone Plus" strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;
	3	Provide training on best practices for addressing the needs of criminal justice involved persons with OUD and any co-occurring SUD/MR conditions to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, harm reduction, case management, or other services offered in connection with any of the strategies described in this section.
	<u>E. ADDRESS THE NEEDS OF PREGNANT OR PARENTING WOMEN AND THEIR FAMILIES, INCLUDING BABIES WITH NEONATAL ABSTINENCE SYNDROME</u>	
	1	Provide child and family supports for parenting women with OUD and any co-occurring SUD/MH conditions.
	2	Provide enhanced family support and childcare services for parents with OUD and any co-occurring SUD/MH conditions
	3	Provide enhanced support for children and family members suffering trauma as a result of addiction in the family; and offer trauma-informed behavioral health treatment for adverse childhood events.
	4	Offer home-based wrap-around services to persons with OUD and any co-occurring SUD/MH conditions, including, but not limited to, parent skills training.
2. Prevention		
	<u>F. PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS</u>	
	1	Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.
	2	Providing Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain

Opioid Application
Project Application Internal

	<u>G. PREVENT MISUSE OF OPIOIDS</u>	
	1	Funding media campaigns to prevent opioid misuse.
	2	Public education relating to drug disposal.
	3	Drug take-back disposal or destruction programs.
	4	Funding community anti-drug coalitions that engage in drug prevention efforts.
	5	Support greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health workers or other school staff, to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or another drug misuse.
	<u>H. PREVENT OVERDOSE DEATHS AND OTHER HARMS (HARM REDUCTION)</u>	
	1	Increased availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, individuals with OUD and their friends and family members, schools, community navigators and outreach workers, persons being released from jail or prison, or other members of the general public
	2	Public health entities providing free naloxone to anyone in the community.
	3	Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, community support groups, and other members of the general public
	4	Public education relating to emergency responses to overdoses.
	5	Educating first responders regarding the existence and operation of immunity and Good Samaritan laws.
	6	Expanding access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.
3. Other Strategies		
	<u>I. FIRST RESPONDERS</u>	
	1	Education of law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.
	<u>J. LEADERSHIP, PLANNING AND COORDINATION</u>	
	1	Provide resources to staff government oversight and management of opioid abatement programs.

Opioid Application
Project Application Internal

	<u>K. TRAINING</u>	
	1	Provide funding for staff training or networking programs and services to improve the capability of government, community, and not-for-profit entities to abate the opioid crisis.
	<u>L. RESEARCH</u>	
	1	Research non-opioid treatment of chronic pain
	2	Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.
	3	Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (<i>e.g.</i> , Hawaii HOPE and Dakota 24/7).

5. Brief description of recipient’s approach on how they would use the opioid funds.

Opioid Application
Project Application Internal

1. Date: 02/13/24
2. Applicant Name: Melissa Moore/John McAda
3. Department: Judiciary

4. Budget

Overall Budget

0	A. Treat Opioid Use Disorder (OUD)
1,360	B. Support People in Treatment and Recovery
0	C. Connect People Who Need Help To The Help They Need (Connections To Care)
0	D. Address The Needs of Criminal Justice-Involved Persons
0	E. Address The Needs Of Pregnant Or Parenting Women And Their families, Including Babies With Neonatal Abstinence Syndrome
0	F. Prevent Over-Prescribing And Ensure Appropriate Prescribing And Dispensing Of Opioids
0	G. Prevent Misuse of Opioids
0	H. Prevent Overdose Deaths and Other Harms (Harm Reduction)
0	I. First Responders
0	J. Leadership, Planning and Coordination
1790	K. Training
0	L. Research
<u>3,150.00</u>	TOTAL

Opioid Application
Project Application Internal

Opioid Approved Uses:		
1. Treatment		
A. <u>TREAT OPIOID USE DISORDER (OUD)</u>		
<i>Budget</i>		<i>Description</i>
	1	Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MR conditions, including MAT, as well as counseling, psychiatric support, and other treatment
	2	Support mobile intervention, treatment, and recovery services, offered by qualified professionals and service providers, such as peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions and for persons who have experienced an opioid overdose.
	3	Provide treatment of trauma for individuals with OUD (<i>e.g.</i> , violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (<i>e.g.</i> , surviving family members after an overdose or overdose fatality), and training of health care personnel to identify and address such trauma.
	4	Provide training on MAT for health care providers, first responders, students, or other supporting professionals, such as peer recovery coaches or recovery outreach specialists, including telemonitoring to assist community-based providers in rural or underserved areas
	5	Offer fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments
B. <u>SUPPORT PEOPLE IN TREATMENT AND RECOVERY</u>		
1,360.00	1	Provide comprehensive wrap-around services to individuals with OUD and any co-occurring SUD/MH conditions, including housing, transportation, education, job placement, job training, or childcare.
	2	Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions
	3	Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions.
	4	Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MH conditions
C. <u>CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED (CONNECTIONS TO CARE)</u>		
	1	Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment

Opioid Application
Project Application Internal

	K. TRAINING	
1,790.00	1	Provide funding for staff training or networking programs and services to improve the capability of government, community, and not-for-profit entities to abate the opioid crisis.
	L. RESEARCH	
	1	Research non-opioid treatment of chronic pain
	2	Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.
	3	Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (<i>e.g.</i> , Hawaii HOPE and Dakota 24/7).

5. Brief description of recipient’s approach on how they would use the opioid funds.

Kendall County Drug Court is requesting funds for Halfway House fees for an individual in the program so that he can continue focusing on his treatment and recovery while at the Halfway House and build long-term stability. Requesting fees in the amount of \$170 per week from February 2024-March 2024. While remaining at the halfway house this individual will receive wrap-around services to address his treatment needs for a total request in this category of \$1,360.

The Kendall County Drug Court is requesting funds in the amount of \$1,790 to register two Judges, the current Problem Solving Court Judge, Judge McAdams, and a backup Problem Solving Court Judge, Judge Colosimo, to attend a training by AllRise that provides training in evidence based practices for Problem Solving Court programs.

After 2/16/24, please use Judge John McAdams as the contact person regarding this application. jmcadams@kendallcountyil.gov

Kendall County

Proposed Timeline - Accounting and Auditing RFP

2024 Accounting and Auditing RFP Calendar			
Date	Item	Meeting	Time
3/28/2024	Review RFQ	Finance	4:00pm
4/1/2024	Start Accepting Responses	Staff	9:00am
5/1/2024	End Responses	Staff	4:00pm
5/30/2024	Interviews	Finance	4:00pm
6/13/2024	Final Interviews	COW	4:00pm
6/18 or 7/2	Award Winner	County Board	

Kendall County Salary Increase

Finance Committee 2/28/24

The compensation of local government.... shall be fixed at least 180 days before the beginning of the terms of the officers whose compensation is to be fixed.(50 ILCS 145/2)

	2023	2024	2025	2026
Treasurer	108,145	110,848	113,619	116,460
		2%	2%	3%
County Clerk and Recorder	108,145	110,848	113,619	116,460
		2%	2%	3%
Sheriff	157,949	160,977	80% of States Attorney Salary	
		2%		
States Attorney	197,248	199,900	Salary Set by State	

Circuit Clerk			Coroner		
FY 17	93,562		FY 17	59,727	
FY 18	90,097	-4%	FY 18	57,944	-3%
FY 19	90,676	1%	FY 19	58,512	1%
FY 20	93,650	3%	FY 20	60,460	3%
FY 21	91,554	-2%	FY 21	67,974	12%
FY 22	91,554	0%	FY 22	69,334	2%
FY 23	91,554	0%	FY 23	70,720	2%
FY 24	91,554	0%	FY 24	72,135	2%

Circuit Clerk

FY 24	91,554		91,554		91,554		91,554	
	2%		2.50%		3%		3.50%	
FY 25	93,385	1,831	93,843	2,289	94,301	2,747	94,758	3,204
FY 26	95,253	1,868	96,189	2,346	97,130	2,829	98,075	3,317
FY 27	97,158	1,905	98,594	2,405	100,044	2,914	101,508	3,433
FY 28	99,101	1,943	101,058	2,465	103,045	3,001	105,060	3,553
		7,547		9,504		11,491		13,506

Coroner

FY 24	72,135		72,135		72,135		72,135	
	2%		2.50%		3%		3.50%	
FY 25	73,578	1,443	73,938	1,803	74,299	2,164	74,660	2,525
FY 26	75,049	1,472	75,787	1,848	76,528	2,229	77,273	2,613
FY 27	76,550	1,501	77,682	1,895	78,824	2,296	79,977	2,705
FY 28	78,081	1,531	79,624	1,942	81,189	2,365	82,777	2,799
		5,946		7,489		9,054		10,642



Surplus Property/Capital Assets Disposal Policy

Disposal of Surplus Property and Capital Assets Policy

Subject Disposal of Kendall County's Surplus Property and Capital Assets

Purpose The purpose of this policy is to standardize the process for the disposal of Kendall County's surplus property and capital assets.

Statement of Policy

The County Board is responsible for the care and custody of personal property pursuant to 55 ILCS 5/5-1005 (2) Powers. Each county shall have power: To sell and convey or lease any real or personal estate owned by the county; and

55 ILCS 5/5-1015 Care and custody of property. A county board may take and have the care and custody of all the real and personal estate owned by the county.

Kendall County may dispose of surplus property and capital assets that are in excess, obsolete, or unusable. Surplus property has an original purchase price of less than \$5,000. Capital assets have an individual cost of more than \$5,000 and an estimated useful life greater than two years.

It is the responsibility of the appointed or elected official to dispose of surplus property and capital assets purchased with funds under the purview of the County Board, based on this policy and in conjunction with the Kendall County Procurement Ordinance as it pertains to competitive sealed bids.

Surplus property and capital assets will be disposed of in an efficient manner which will ensure the County obtains fair value, if any, for such surplus property and assets. The methods of disposition of surplus property and assets may include:

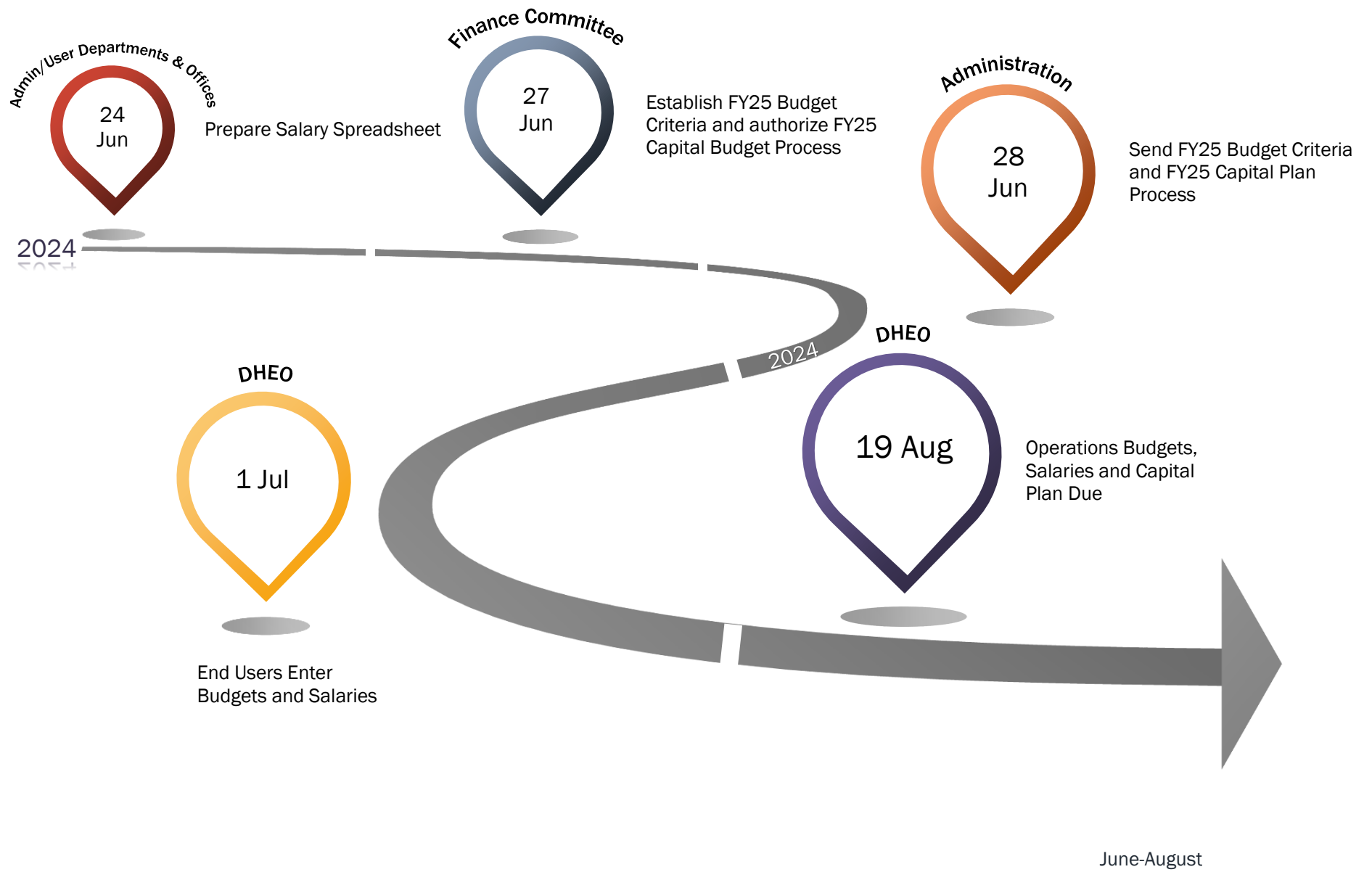
1. Reuse by another County Department or Office
2. Trade-in
3. Sale at public or electronic auction
4. Competitive sealed bid
5. Disposal by recycling, salvaging or as waste

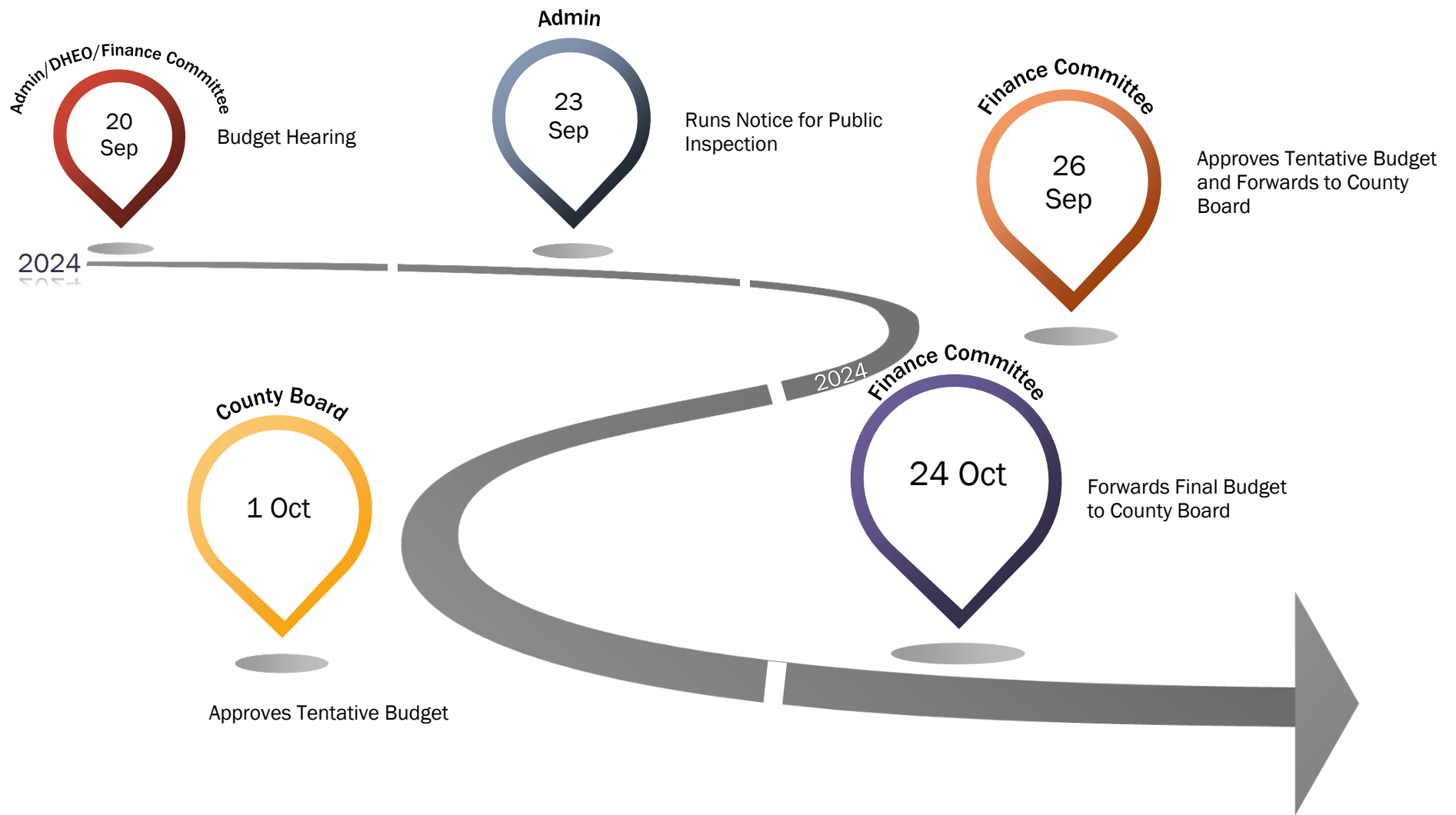
Surplus property and capital assets may include, but are not limited to motor vehicles, heavy equipment, office furniture, office equipment, supplies, furnishings, computers, audio/visual equipment, surveillance system equipment, building system equipment and maintenance equipment.

Exclusions

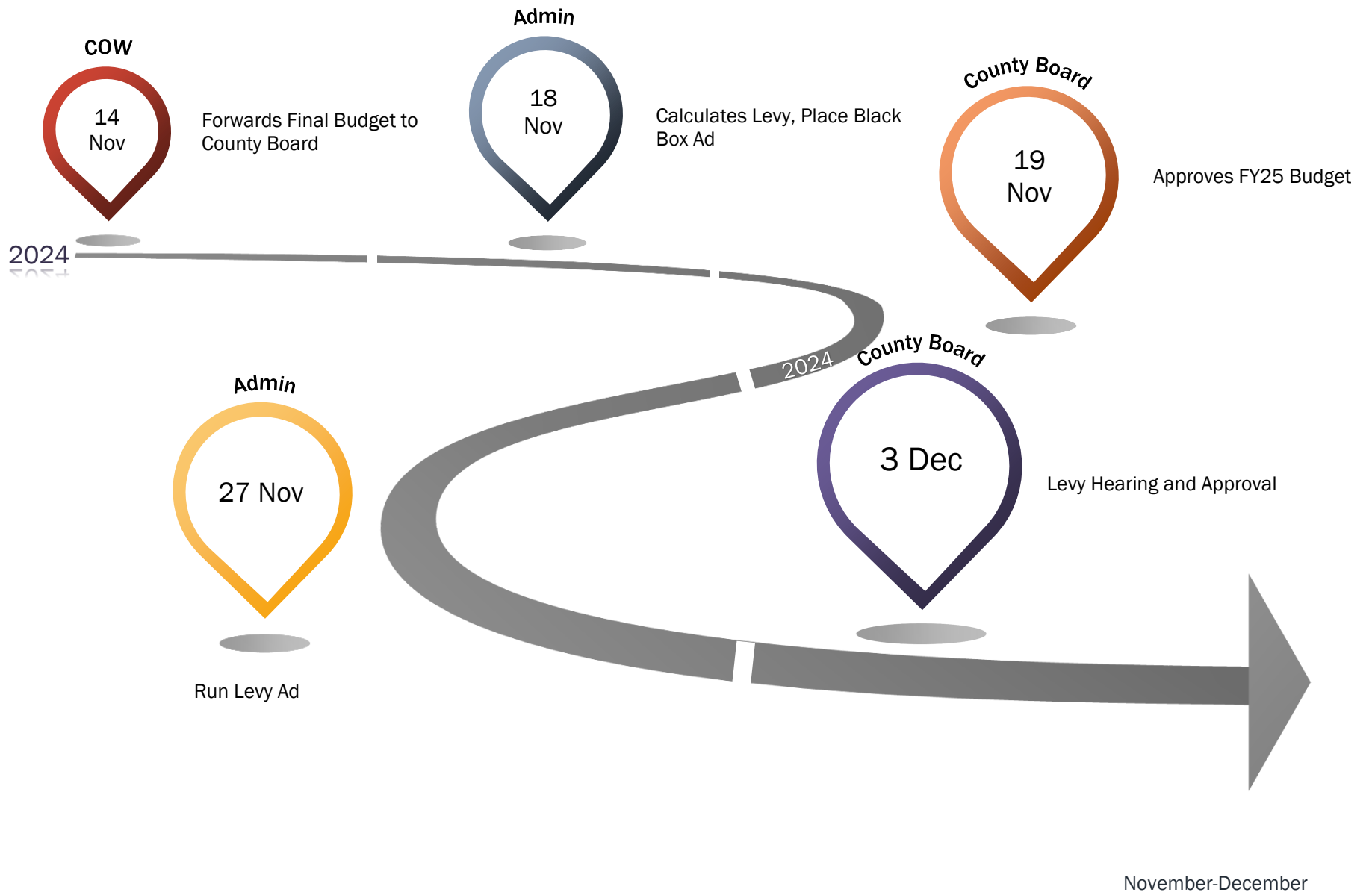
Surplus property nor capital assets can be donated. Because the county holds property in trust for the public, it cannot simply give away property without breaching that trust (1974 Op. Att'y Gen. S-691)

Kendall County employees, volunteers and interns may only purchase or receive County surplus property or capital assets in a process open to the general public.





September-October



FY25 Budget Approval Calendar

Date	Responsible Party/Meeting	Time	Task
JUN	6/24/2024		Admin & User Departments/Offices
			Prepare salary spreadsheets
	6/27/2024	4:00pm	Finance Committee
			Establish FY25 Budget Criteria and Authorize FY25 Capital Budget Process
	6/28/2024		Administration
			Send FY25 Capital Plan Process and Budget Criteria
JUL	7/1/2024		*DHEOs
			End Users enter budgets and salaries
	7/11/2024	4:00pm	COW
	7/16/2024	9:00am	County Board Meeting
	7/25/2024	4:00pm	Finance Committee
AUG	8/6/2024	6:00pm	County Board Meeting
	8/19/2024		*DHEOs
			Capital Plan budgets due
	8/19/2024		*DHEOs
			Operations budgets due including salaries
	8/20/2024	9:00am	County Board Meeting
	8/26-8/30		*DHEOs
			DEHO meets with Admin and Finance Chairman
	8/29/2024	4:00pm	Finance Committee
SEP	9/3/2024	6:00pm	County Board Meeting
	9/12/2024	4:00pm	COW
	9/17/2024	9:00am	County Board Meeting
	9/20/2024	8:30am	COW/Finance Committee
			Budget Hearings-TBD
	9/23/2024		Admin
			Run Notice for Public Inspection of Tentative Budget Ad
	9/26/2024	4:00pm	Finance Committee
			Approves Tentative Budget and Forward to County Board
OCT	10/1/2024	6:00pm	County Board Meeting
			Approve Tentative Budget at least 15 days prior to final action
	10/10/2024	4:00pm	COW
			Discuss FY25 Budget- Forward final budget to County Board
	10/15/2024	9:00am	County Board Meeting
	10/24/2024		Admin
			Sends FY25 salaries to JFerko for Total Compensation Package; she must post \$150k salary/benefits 6 days prior to Nov 7 budget approval
	10/24/2024	5:00pm	Finance Meeting
			Discuss FY25 Budget- Forward final budget to County Board
NOV	11/1/2024		Admin
			calculate levy; place black box ad in Beacon News for November 27,
	11/6/2024	6:00pm	County Board Meeting
	11/14/2024	4:00pm	COW
			Discuss FY24 Budget- Forward final budget to County Board
	11/19/2024	9:00am	County Board Meeting
			Approve Budget
	11/27/2024		Admin
			Run levy ad before levy hearing (less than 14 days more than 7 days before levy hearing)
	11/27/2024	4:00pm	Finance Meeting
DEC	12/3/2024	6:00pm	County Board Meeting
			Levy hearing and approval
	12/12/2024	4:00pm	COW
	12/17/2024	9:00am	County Board Meeting
			Last day to certify Levy on or before the last Tuesday in December
	12/26/2024	4:00pm	Finance Meeting

*DHEOs = Department Heads & Elected Officials

**Kendall County Budget & Finance Committee
Senior Tax Levy Request History**

Tax Levy: \$400,000 \$400,000 \$400,000 \$363,000

Organization	FY 2020		FY 2021		FY 2022		FY 2023	
	Requested	Granted	Requested	Granted	Requested	Granted	Requested	Granted
Community Nutrition Network (CNN) & Senior Services Association	\$30,000	\$27,999	\$30,000	\$27,980	\$30,000	\$27,968	\$50,000	\$32,500
Fox Valley Older Adult Services	60,000	59,992	60,000	59,952	60,000	59,926	60,000	60,000
KC Health Department	57,176	56,997	80,000	56,958	80,000	56,934		
Kendall Area Transit (KAT)	35,000	30,000	30,000	30,000	30,000	30,000	40,000	45,500
Oswegoland Seniors, Inc.	79,500	76,969	84,500	76,918	84,500	76,884	100,000	75,000
Prairie State Legal Service	9,500	9,986	10,500	9,980	10,500	9,975	10,000	10,000
Senior Services Associates, Inc.	129,000	125,940	129,000	125,855	129,000	125,801	129,000	128,000
VNA Health Care	12,000	11,984	12,000	11,976	12,000	11,970	15,000	12,000
TOTALS	\$412,176	\$399,867	\$436,000	\$399,618	\$436,000	\$399,459	\$404,000	\$363,000

Beg. Fund Balance	\$270	\$0	\$0	\$0
Revenue	399,597	399,618	399,459	363,000
Annual Disbursement	-399,867	-399,618	-399,459	-363,000
Ending Fund Balance	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

TIMELINE (tentative)

January 26, 2024	Admin Services sends Letters & Emails to Previous Applicant Organizations; post in newspaper; post on KC website
March 4th 4pm	12 copies of organization application and budgets due in Admin Services
March 28, 2024	Finance Committee Review of Application Packets
April 25, 2024	Finance Committee Review of Application Packets Forward Resolution to County Board Determine dates in 2Q to have applicants present to Committee/COW
May 7, 2024	Senior Levy Resolution Approved by County Board
Week of May 7, 2024	Admin Services sends Award letters to Organizations (copy of Resolution & letters to Treasurer's Office)
Approx. July 2024	1st Distribution of Senior Levy Tax
Approx. October 2024	2nd Distribution of Senior Levy Tax
Approx. Nov 2024	Final Distribution of Senior Levy Tax