

COUNTY OF KENDALL, ILLINOIS
ECONOMIC DEVELOPMENT & ADMINISTRATION COMMITTEE
Meeting Minutes for Thursday, February 8 2024 at 5:30 p.m.

Call to Order The meeting was called to order by Committee Member Dan Koukol at 5:33 p.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
Elizabeth Flowers		5:40 p.m.	
Scott Gengler		5:34 p.m.	
Dan Koukol	Here		
Brooke Shanley	Here		
Seth Wormley	Here		

With 3 members present a quorum was established at 5:33 p.m.

Staff Present: Christina Burns, Latreese Caldwell, Taylor Cosgrove, Tracy Page, Todd Volker, Matt Asselmeier

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

Approval of Minutes – Member Wormley made a motion to approve the December 20, 2023 Committee Meeting minutes, second by Member Shanley. **With three (3) members voting aye, the motion was carried by a vote of 3 -0.**

Committee Reports and Updates

- A. Animal Control Department Update** – Director of Animal Control Taylor Cosgrove provided to the committee the Animal Control December and January reports which are included in the packet on page 5. Ms. Cosgrove noted that bites have decreased with no major bites reported, average length of stay has also decreased, intakes have increased. She is working with Administration/HR on the employment agreement for the Administrator Veterinarian position. Scooter’s Coffee is offering a Day of Giving at three of their locations (Plano, Yorkville, and Sandwich) on March 8, 2024 a portion of their proceeds will go to KC Animal Control.
- B. Emergency Management Agency Update** – Deputy Director of EMA Tracy Page provided to the committee the monthly reports (Dec. 2023 and Jan. 2024) which can be found on page 16 of the packet. She noted that radios are being upgraded, work continues on the UCP. Important dates coming up; Hazard Mitigation Plan (HMP) public forum will be on February 20, 2024 and the National Weather Service Storm Spotting training will take place on February 28, 2024 at Yorkville High School.
- C. Revolving Loan Status Update-** Deputy County Administrator Latreese Caldwell updated the committee on the current status of the loans currently held by the County. The loan status report can be found on page 20 of the packet. Staff are working on getting updates from Minooka for the Minooka Water project and will be asking for a yearly update going forward.
- D. Economic Development Update-** Economic Development Coordinator Todd Volker prepared a written update on current projects, these can be found on page 21 of the packet. The monthly Entrepreneur’s breakfast has been a success so far. County Administrator Christina Burns supports the use of data collection, survey monkeys, and peer input from other municipalities, along with GCEP participation to determine where the County’s economic development efforts will be most beneficial.

New Committee Business

A. **DISCUSSION:** Lucky Beef N Dog Loan

Deputy County Administrator Latreese Caldwell updated the committee on the Lucky Beef N Dog Loan status, including the history of the loan and what has been done to collect this debt to date. They are currently still in arrears with the County, but staff has recently received four consecutive payments. Christina Burns said that staff will continue to send out payment notices and late payment letters as necessary and she will keep the committee apprised if anything significantly changes with the loan. The committee discussed looking at other ways to help with Economic Development efforts in the County instead of giving out revolving loans. Staff are asked to look at the parameters set by the state for revolving loan funds currently, and funds that might be available and bring that information back to the committee.

B. **DISCUSSION:** Animal Control Estate Donation uses

Director of Animal Control Taylor Cosgrove provided to the committee the proposed allocation of funds donated to Animal Control (pg. 23 of packet). These allocations are based on the current needs of the department. Proposed allocations; \$1000 microchip purchases, \$10,000 spay/neuter budget, \$5000 to Animal Medical Fund, \$750 staff training and the remainder to the Capital Fund. Member Gengler asked if a memorial plaque could be made for these kinds of donations. Staff will look into options and bring them back to the committee.

Member Gengler made a motion to approve the allocation of donations, second by Member Shanley. **With five (5) members voting aye, the motion was carried by a vote of 5 -0.**

Old Committee Business – None

Chairman's Report – None

Public Comment – None

Questions for the Media – None

Executive Session – None

Items for the Committee of the Whole Meeting – None

Action Items for County Board - None

Adjournment – Member Gengler made a motion to adjourn, second by Member Koukol. **With five (5) members present in agreement; the meeting was adjourned at 6:05 p.m.**

Respectfully submitted,
Sally A. Seeger
Administrative Assistant