

**COUNTY OF KENDALL, ILLINOIS**  
**ECONOMIC DEVELOPMENT & ADMINISTRATION COMMITTEE**  
**Meeting Minutes for Wednesday, March 20, 2024 at 5:30 p.m.**

**Call to Order** The meeting was called to order by Chairman Elizabeth Flowers at 5:30 p.m.

**Roll Call**

<b>Attendee</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
Elizabeth Flowers	here		
Scott Gengler	here		
Dan Koukol	here		
Brooke Shanley	here		
Seth Wormley	absent		

**With four (4) members present a quorum was established at 5:30 p.m.**

**Staff Present:** Christina Burns, Taylor Cosgrove, Roger Bonuchi, Todd Volker, Matt Asselmeier

**Approval of Agenda** – Member Shanley made a motion to approve the agenda, second by Member Koukol. **With four (4) members voting aye, the motion was carried by a vote of 4 - 0.**

**Approval of Minutes** – Member Koukol made a motion to approve the February 08, 2024 Committee Meeting minutes, second by Member Gengler. **With four (4) members voting aye, the motion was carried by a vote of 4 - 0.**

**Committee Reports and Updates**

- A. Animal Control Department Update** – Director of Animal Control Taylor Cosgrove directed the committee to page 4 of the packet for the monthly reports on bites, average length of stay, and financial reports. Ms. Cosgrove stated that the employment agreement with Dr. Schlapp has been finalized, he will be in Animal Control on Wednesday mornings for routine checks and as needed for critical care. Ms. Cosgrove is also working on finding a veterinary provider for the voucher program, as the current veterinary clinic has significantly increased their pricing and has implemented restrictions on the number of vouchers that can be used. The Scooter’s Coffee Donor Day has been changed to April 5<sup>th</sup>, with all three locations (Sandwich, Plano and Yorkville) giving a percentage of profit to Animal Control. Animal Control is also working with several other businesses for April and May Adoption events. Animal Control participated in a successful K9’s for Cops event with the Oswego Police Dept. The dog they highlighted was adopted almost immediately and three other dogs were adopted in last the two days.
  
- B. Emergency Management Agency Update** – Director of Emergency Management Roger Bonuchi gave an update to the committee and directed them to page 13 of the packet. Mr. Bonuchi also stated that they had applied and passed the Storm Ready Designation by the National Weather Service, this is on a four year renewal cycle. This designation is given to those communities that have reached a high level of severe weather preparedness. EMA is ramping up on certification classes; completed two with the Sheriff’s Youth Academy and one with the general public and several classes will be offered in the coming months.

**C. Revolving Loan Status Update-** County Administrator Christina Burns gave a brief overview of the revolving loans (see page 14 of packet). Most are current with their payments and the committee will discuss Grace Holistic Center for Education later in this meeting.

**D. Economic Development Update-** Economic Development Coordinator Todd Volker briefed the committee on last month's Economic Development updates (see page 15 of packet). Highlights include a successful first factory tour hosted by Aurora Specialty Textiles; school career counselors, local manufacturers and economic development staff engaged in structured discussion on workforce development solutions. Member Koukol attended the second Entrepreneur's Breakfast with a good discussion and turnout. Next month's breakfast will feature an experienced SBA lender who will talk about startup capital. Mr. Volker is working on next month's job fair, have about 40 participants, these include businesses and organizations.

**New Committee Business**

**A.DISCUSSION:** Animal Control Donation Program

Animal Control Director Taylor Cosgrove gave a presentation on a proposed Donor Wall to be located inside the Animal Control building. The idea was born out of the \$30,000 dollar donation left by the Estate of Max C. Gartner. The plan is for a large plaque with individual silver and gold paws that will be custom engraved as donors reach the certain dollar amounts. Proposed levels for an engraved silver paw would be a donation of \$1000 -\$2500, \$2500 and up donation for an engraved gold paw. The committee would like Ms. Cosgrove to explore more options for the large donations but to go forward with the plaque and paws for now.

Ms. Cosgrove also presented a Receipt of Donation form that can be filled in for donations given to Animal Control. This provides the donor with a tax donation receipt and record keeping.

**B.DISCUSSION:** Revolving Loan Fund Loan Modification Agreement for Grace Holistic

County Administrator Christina Burns briefed the committee on the request from Grace Holistic to enter into a loan modification agreement. They were seeking a 12-month deferral originally but after subsequent discussions with them, their needs can be met with deferred principal payments to the September 1, 2024 with interest only payments and no extension of the loan date. The current and the proposed revised amortization schedule for Grace Holistic was provided in the packet starting on page 19. The committee discussed the appropriate method of modifying the loan, whether through action of the committee as has been done previously or County Board. A suggestion was made to have a business item added to a future agenda to discuss the Revolving Loan Fund program, including criteria for the loans and procedures of how to facilitate these loans in the future. The committee reached a consensus that they support the loan modifications set forth as presented for this loan. Ms. Burns asked if the State's Attorney has no issue with it being approved at committee, that staff can move forward with drafting a letter informing Grace Holistic that the deferment is approved. If the State's Attorney would like this to be on the County Board agenda, Ms. Burns will inform the committee of that decision.

Member Gengler made a motion to approve the loan modification, pending further discussion with the State's Attorney, second by Member Shanley. **With four (4) members voting aye, the motion was carried by a vote of 4 - 0.**

**Roll Call Vote:**

Elizabeth Flowers	Yes
Scott Gengler	Yes
Dan Koukol	Yes
Brooke Shanley	Yes

**Old Committee Business** – None

**Chairman’s Report** – None

**Public Comment** – None

**Questions for the Media** – None

**Executive Session** – (21) 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.

Member Flowers made a motion to move into Executive session, second by Member Gengler. With four (4) members voting aye, the motion was carried by a vote of 4-0.

**Roll Call Vote:**

Elizabeth Flowers	Yes
Scott Gengler	Yes
Dan Koukol	Yes
Brooke Shanley	Yes

**Items for the Committee of the Whole Meeting** – None

**Action Items for County Board** - None

**Adjournment** – Member Shanley made a motion to adjourn, second by Member Koukol. **With four (4) members present in agreement; the meeting was adjourned at 6:14 p.m.**

Respectfully submitted,  
Sally A. Seeger  
Administrative Assistant