

COUNTY OF KENDALL, ILLINOIS
ECONOMIC DEVELOPMENT & ADMINISTRATION COMMITTEE
Meeting Minutes for Wednesday, May 15, 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

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

With three (3) members present a quorum was established.

Staff Present: Christina Burns, Latreese Caldwell, Taylor Cosgrove, Brianna Falk, Roger Bonuchi, Todd Volker, Matt Asselmeier, Dr. Schlapp

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

Approval of Minutes – Member Shanley made a motion to approve the March 20, 2024 Committee Meeting minutes, second by Member Koukol. **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 directed the committee to page 5 of the packet for the monthly reports on bites, average length of stay, and financial reports. She reported that revenue from fines/ fees increased but rabies tags revenues are down. She will follow-up with those clinics that are given certificates and not following up on purchasing the tags. No significant dangerous dogs or bites of note during this period. Owner surrounds have increased. She reported that they had successful adoption events at Coldwell Banker and Blooming Succulents Studio in Oswego. Animal Control would like to continue these events as they help build community engagement. Dr. Schlapp thanked Ms. Cosgrove and Ms. Falk for their great work at Animal Control and Christina Burns for her support. Dr. Schlapp added that bringing about the ability to confine/quarantine for rabies observation was a very good move for the County.

- B. Emergency Management Agency Update** – Director of Emergency Management Roger Bonuchi gave an update to the committee and directed them to page 20 of the packet. He reported that in April they recognized the KCEMA volunteers during National Volunteer Week. LEPC committee meeting was held, LEPC is the chemical tracking that is done by the County. Chair Rob DeLong informed EMA that they had 100% reporting. Two new volunteers were sworn in recently this past month.

- C. **Revolving Loan Status Update** - Deputy Administrator Latreese Caldwell directed the committee to page 22 of the packet for the Economic Development Commission loan status ending March 30, 2024. Law Office and Camp Muddy Paws are current with payments, but Lucky Beef n dogs did miss the last payment.
- D. **Economic Development Update**- Economic Development Coordinator Todd Volker briefed the committee on last month's Economic Development updates (see page 23 of packet). Mr. Volker stated he is focusing on business retention and expansion (BRE) in the County, most small business owners are happy with County services but have concerns over workforce and business succession. He is trying to figure out how the County can help with these concerns. One idea is to hold business succession workshops and farm succession workshops in the future. He included in the packet (pg. 27-28) Kendall County economic statistic roundup in the packet for review; which include population, income, overall business view and workforce information.
- E. **KAT Update** - Deputy Administrator Latreese Caldwell gave a brief update on a new financial report that Kendall County Area Transit is sending to Administration (pg. 29). The report includes ridership numbers, revenue, expenditures, rider turn-away numbers, and vehicle maintenance. Chair Flowers asked if KAT is turning away riders based on rider having disabilities and not having the right equipment in the vehicles. County Administrator Christina Burns said that this would be a question that should go directly to KAT personnel. The committee discussed the new KAT building and the delay in funding from IDOT.

New Committee Business

A.*MOTION (Forward to County Board): Approval of Agreement with Kendall Township for Social Services with County of Kendall

Deputy Administrator Latreese Caldwell explained that this is a contract between Kendall Township for KAT to begin to provide ridership in the township. This will expand the service area in the County and increase municipal money for the KAT program. The Kendall Township Contract for Social Services with the County of Kendall, Illinois can be found starting on page 42 of the packet.

Member Shanley made a motion for Approval of the Agreement with Kendall Township for Social Services with County of Kendall to be forwarded to County Board meeting, second by Member Koukol. **With three (3) members voting aye, the motion was carried by a vote of 3 - 0.**

B.*MOTION (Forward to County Board): Approval of Technical Services Agreement between the Regional Transportation Authority and County of Kendall

Deputy Administrator Latreese Caldwell explained that this is a grant that was applied for through Regional Transportation Authority (RTA). The funds from this grant will be used for the Mobility Management position to promote, enhance, and facilitate access to Kendall Area transportation services. The grant will pay \$37,500 for this position. The agreement can be found starting on page 46 of the packet.

Member Shanley made a motion for Approval of Technical Services Agreement between the Regional Transportation Authority and County of Kendall to be forwarded to County Board meeting, second by Member Koukol. **With three (3) members voting aye, the motion was carried by a vote of 3 - 0.**

C.*MOTION (Forward to County Board): Approval of 2025 Kendall County Holiday Calendar

The calendar was sent to the Administration Office by the Judicial Branch and can be found on page 132.

Member Shanley made a motion for Approval of 2025 Kendall County Holiday Calendar to be forwarded to County Board meeting, second by Member Koukol. **With three members voting aye, the motion was carried by a vote of 3 - 0.**

D.*DISCUSSION: Animal Control fees

County Administrator Christina Burns briefed the committee that she has had discussions with the Director of Animal Control on financial sustainability. Animal Control operates as an enterprise fund, they are fully self-sustaining and are endeavoring to keep it this way. Director of Animal Control Taylor Cosgrove has begun researching the fees and the last time the fees were looked at was 2021. The goal is to have this discussion with the committee, get input and then AC will come back with an ordinance for review with the goal to forward to County Board. Ms. Cosgrove explained that they would like to raise adoption fees and rabies tag fees. For 2023 the fee increase would have resulted in additional revenue of \$58,765 to support Animal Control operations. She presented to the committee a spreadsheet with fees from collar counties to Kendall County and similar population. The proposed increase in fees is as follows:

Adoption fees:

Dog Adoption fees: \$150 (currently \$120)

Puppy Adoption fees: \$175 (currently \$135)

Cat Adoption fees: \$100 (currently \$70)

Kitten Adoption fees: \$125 (currently \$85)

Tags:

1 year altered: \$14 (currently \$12)

1 year unaltered: \$31 (currently \$27)

3 year altered: \$35 (currently \$30)

3 year unaltered: \$75 (currently \$65)

The committee agreed that fees do need to be raised, and the increased fees would be in line or below other counties. Member Shanley suggested making the fees more uniform example is the altered fee of \$14 to \$15. Ms. Cosgrove explained that she does not want to charge late fees or senior tag fees but is open to suggestions from the committee. Dr. Schlapp was in agreement in the raising of fees and will hopefully lead to responsible ownership. Staff will send information to the State's Attorney for drafting an ordinance with these changes in fee schedule.

Old Committee Business – Member Koukol brought to the committee a question regarding compensation for cell phone use and what committee would he bring this item to? He is asking that the County Administrator look into this, he isn't asking for a county cell phone but some money/stipend towards this expense. Ms. Burns said that this will most likely go through the Finance & Budget Meeting, and she will look into this and give an update when she has more information.

Chairman's Report – Chairman Flowers is asking the committee to change the date of the next Economic Development & Administration committee meeting as the next meeting falls on a County holiday June 19, 2024. After discussion the committee reached a consensus to change the date to Tuesday, June 25, 2024 at 5:30 p.m.

Public Comment – None

Executive Session – None

Items for the Committee of the Whole Meeting – None

Action Items for County Board -

- Approval of Agreement with Kendall Township for Social Services with County of Kendall
- Approval of Technical Services Agreement between the Regional Transportation Authority and County of Kendall
- Approval of 2025 Kendall County Holiday Calendar

Adjournment – Member Shanley made a motion to adjourn, second by Member Koukol.

With three (3) members present in agreement; the meeting was adjourned at 6:20 p.m.

Respectfully submitted,
Sally A. Seeger
Administrative Assistant