

COUNTY OF KENDALL, ILLINOIS
ECONOMIC DEVELOPMENT & ADMINISTRATION COMMITTEE
Meeting Minutes for Thursday, August 29, 2024 at 8:00 a.m.

Call to Order: The meeting was called to order by Chairman Elizabeth Flowers at 8:00 a.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
Elizabeth Flowers	Here		
Scott Gengler	Here		
Dan Koukol	Here		
Brooke Shanley		8:14 a.m.	
Seth Wormley	absent		

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

Staff Present: Christina Burns, Latreese Caldwell, Jennifer Karales, Matt Asselmeier, Roger Bonuchi

Approval of Agenda – Member Gengler 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 Koukol made a motion to approve the July 17, 2024 Committee Meeting minutes, second by Member Gengler. **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** – County Administrator Christina Burns directed the committee to Director of Animal Control Taylor Cosgrove's reports on page 5, noting near-capacity facilities, ongoing HVAC upgrades for better air quality, and the imminent filling of a full-time vacancy. EMA staff and volunteers were very busy due to the large scale storms on July 15th and Accessing damage after the storms with weather service.
- B. Emergency Management Agency Update** – County Administrator Christina Burns directed the committee's attention to the report from Director of Emergency Management Roger Bonuchi, found on page 18. This report highlights the successful completion of Community Emergency Response Team (CERT) training sessions and the conclusion of the summer festival season. The Emergency Management Agency (EMA) staff and volunteers were notably active in response to the significant storms on July 15, including damage assessment in collaboration with the weather service. Additionally, EMA is addressing the evaluation of a software solution known as D4H, as the current software, lamResponding, does not adequately meet operational needs for tracking volunteer hours and incident reporting. The committee also engaged in discussions regarding financial considerations and potential grant opportunities for funding.
- C. Revolving Loan Status Update** – Financial Analyst Jennifer Karales provided the committee with an update on the status of the Revolving Loans. She referred members to page 19 of the packet, highlighting that all loans are up to date except for one, for which a payment is expected shortly.
- D. Economic Development Update** - Director of Planning, Building and Zoning, Matt Asselmeier, guided the committee to review page 20 for Todd Volker's updates on economic development. Key highlights include significant progress on the 2025 Summer Intern Program, which aims to connect young adults in Kendall County with various employment opportunities. Additionally, planning is in progress for two-part business succession

workshops to be held in Yorkville and Oswego. Mr. Volker is also actively engaged with the Made In Kendall initiative, which is scheduled for discussion later in today's meeting.

- E. **KAT Update** - Financial Analyst Jennifer Karales provided the committee with an update on the Kendall Area Transit program. She referred the committee to the last page of the ride data report (pg. 28). As of August 19, KAT has provided over 20,000 rides in Kendall County.

New Committee Business

A. Discussion of Grace Holistic Loan Deferral Request

County Administrator Christina Burns stated that in March 2024 the committee discussed a modification to the loan for Grace Holistic. Following conversation with the EDA Committee, the County agreed to permit interest-only payments through Sept. 1, 2024 so long as they came current with their interest payments, with no overall modification to the loan terms. To date, Grace Holistic has been in compliance with the modified payment schedule. Grace Holistic staff reached out earlier this month to request an extension of the interest only payment. They have requested an additional 12-month deferral or a restructuring of the loan. Based on review and discussion with Grace Holistic's owner and their staff accountant, staff recommends an additional short-term deferment of principal interest on the condition that if federal funds are received, Grace Holistic comes current with their payment schedule. A deferment of principal through Dec. 31, 2024 would align with their original 12 month extension request. The committee concurs to the deferment of principal through Dec. 31, 2024, and to ask that if federal funds are received, Grace Holistic comes current with their payment schedule.

B. Discussion of Kendall Area Transit Logo

Financial Analyst Jennifer Karales presented to the committee a proposal to update the design of the KAT logo. The objective is to modernize the logo to align with the core initiatives of the program and to ensure greater cohesion with the Kendall County logo. She directed the committee to page 30 of the packet for a logo design prepared by Imagination Print & Design and asked for feedback and input for changes. The logo would be used in marketing/branding including the website, pamphlets, brochures and buses. All committee members gave suggestions to improve the design and asked that some additional options be emailed to the committee members so that a new design could be ready by the next committee meeting.

C. Approval of Resolution for the Kendall Area Transit Program on behalf of Kendall County, Illinois, authorizing the County Administrator to execute the purchase of used vehicles.

Financial Analyst Jennifer Karales informed the committee of the need for a resolution allowing the County Administrator to purchase used vehicles for the Kendall Area Transit (KAT) Program. KAT currently has 24 buses and vans, with 16 scheduled for disposal due to age and mileage per IDOT regulations. While KAT awaits two medium-duty buses and one electric vehicle from IDOT, expected in 2025 or later, timely access to used buses is crucial due to quick turnover in the market. The resolution will enable the County Administrator to make purchases promptly, ensuring operational capability. The committee agrees this resolution is necessary for optimal pricing.

Member Gengler made a motion to Approve the Resolution for the Kendall Area Transit Program on behalf of Kendall County, Illinois, authorizing the County Administrator to execute the purchase of used vehicles to be forwarded to County Board, second by Member Koukol. **With four (4) members voting aye, the motion was carried by a vote of 4 - 0.**

D. Discussion of Made in Kendall Concept

County Administrator Christina Burns facilitated a discussion regarding a new initiative aimed at recognizing local businesses and manufacturers, as well as promoting products manufactured within Kendall County. Economic Development Coordinator Todd Volker has undertaken the primary responsibility for researching this concept. The details of the "Made In Kendall" program are outlined on page 34 of the packet provided. This document represents a draft of the program, and Ms. Burns requested input from the committee. The proposal suggests an annual solicitation for nominations from businesses that meet the established criteria within the outlined program. Subsequently, these

submissions would be evaluated, culminating in a formal recognition process. Recognitions would occur during board meetings, and winners in each category would receive a plaque along with social media promotion. The discussion focused on determining the criteria for nominations, debating whether the criteria should be product-driven or business-driven. There were proposals to enhance participation from small businesses and to emphasize items manufactured and created within the county. Furthermore, it was suggested that one of the award categories could recognize a "Kendall County Business of the Year." Additional considerations included the marketing initiatives associated with Kendall County and the historical context of products manufactured within the region.

Old Committee Business

A. Discussion of Economic Development Priorities

County Administrator Christina Burns stated that there are no new updates and would like to have a more robust discussion at a later date.

Chairman's Report – none

Public Comment – none

Executive Session – none

Items for the Committee of the Whole Meeting – none

Action Items for County Board

- Approval of Resolution for the Kendall Area Transit Program on behalf of Kendall County, Illinois, authorizing the County Administrator to execute the purchase of used vehicles

Adjournment – Member Gengler made a motion to adjourn, second by Member Koukol. **With four (4) members present in agreement; the meeting was adjourned at 8:47 a.m.**

Respectfully submitted,
Sally A. Seeger
Administrative Assistant