

**COUNTY OF KENDALL, ILLINOIS
 COMMITTEE OF THE WHOLE MEEETING
 BUDGET HEARINGS
 Friday, September 20, 2024
 Meeting Minutes**

Call to Order and Pledge of Allegiance – The Committee of the Whole meeting was called to order at 8:05 a.m. by County Board Chair Matt Kellogg who led the Committee in the Pledge of Allegiance to the American Flag.

Roll Call

Board Member	Status	Arrived	Left Meeting
Matt Kellogg	Here		3:00 p.m.
Scott Gengler	Here		
Zach Bachmann	Here		1:32 p.m.
Brian DeBolt		11:16 a.m.	
Elizabeth Flowers	absent		
Dan Koukol	Here		11:54 a.m. back at 2:41 p.m.
Jason Peterson	absent		
Ruben Rodriguez	Here		
Brooke Shanley		8:50 a.m.	
Seth Wormley	Here		

With six (6) members present at 8:05 a.m. a quorum was established.

Staff Present: Christina Burns, Jennifer Breault, Latreese Caldwell, Jacquie Purcell, Matt Kinsey

Approval of Agenda – Member Koukol made a motion to approve the agenda, second by Member Wormley. **With six (6) members present voting aye, the motion carried by a vote of 6 - 0.**

BUDGET PRESENTATIONS

Deputy County Latreese Caldwell gave a brief overview of the budget books that were prepared for the hearings today and how the information will be presented. Each department will have their funds listed along with the fund balance, and also their 3 years of budgets including their request for FY25. The books feature newly introduced narrative pages for this year, which encompass goals, achievements, performance metrics, staffing details, and organizational charts. Chair Gengler emphasized to the committee that the board has authorized a 4% salary increase and a 1.5% increase for non-salary expenditures for departments and offices as a guiding framework.

- Executive Director RaeAnn VanGundy and Fiscal Director Katy Williams presented the FY25 Health Department budget requests. Ms. VanGundy explained to the committee about their funding sources - \$7M budget with \$5M funded by state and federal grant funds. They currently have 4-5 open positions and are considering the rising costs associated with hiring qualified candidates. Therefore, it is essential for them to focus on retaining their existing staff. Ms. Williams highlighted any items that reflected a \$20,000 variance compared to previous years. It has been observed that the state's response time regarding reimbursements has been slower than expected, which may impact its overall effectiveness in conducting business.

Chairman Kellogg called for a recess from the Committee of the Whole Budget Hearings at 8:44 a.m. The Committee of the Whole Budget Hearings resumed at 8:47 a.m. with quorum.

- Director of Veterans Assistance Commission Timothy Stubinger presented the FY25 VAC budget requests. He noted that they did have some recent staffing changes. He provided to the committee in the budget book the VACKC Metrics from 2022- 2024. The data compiled is utilized by the County and Governor's report to show current and future trends of the VAC. Metrics include claims submitted, veteran interactions, annual disability claims awarded, education benefits and medical care coverage. He is requesting salary increases of the 4 % recommended by the board and working to keep all operational costs down or unchanged from FY24.
- Chief Assessor Andy Nicoletti presented the FY25 Assessors budget requests. Mr. Nicoletti has requested salary increase of 4% which is the recommended amount by the board. Increase budget due to contractual services and printing costs increases, along with postage increases. Farmland review board budget remained unchanged.
- County Clerk and Recorder Debbie Gillette presented the FY25 County Clerk, Recorded and Elections budget requests. The discussion regarding salary adjustments primarily focused on aligning their compensation structures with the prevailing salary levels in the adjacent border counties. She is requesting a salary increase of 7% for her staff. Furthermore, she has implemented a reduction in certain operational expenses, attributable to the reassignment of responsibilities traditionally managed by the Clerk's office to other departments. Election costs have stayed the same as FY24 as she is anticipating a consolidated primary in Oswego.
- Director of EMA, Roger Bonuchi presented the FY25 EMA budget requests. Mr. Bonuchi indicated that the EMA Hazard Mitigation Plan has been finalized and fully funded. Mr. Bonuchi also spoke about increasing software costs and asking for increase in salary for the Deputy Director. Compensation will be from the general fund and not the Nuclear grant fund.

Chairman Kellogg called for a recess from the Committee of the Whole Budget Hearings at 9:24 a.m. The Committee of the Whole Budget Hearings resumed at 9:30 a.m. with quorum.

- Undersheriff Bobby Richardson presented the FY25 Sheriff , Corrections and Merit Commission budget requests. Undersheriff Richardson stated that they have been proactive in protecting the public and serve the citizens of Kendall County. The rising costs of training, contractual service price increases and technology has been a challenge for budgeting. Mandates by the state for specialized training and unfunded mandates will need to be funded by the Kendall County budget. The Sheriff's office has three operating accounts; Sheriff's Office, Corrections, and Merit. Increases in the FY25 budget is due to collective bargaining agreements for salaries, and contractual services (i.e. cell phones, additional cameras along with subscription fees and storage), training costs and uniform costs. The increases in the Corrections budget are attributed to salary adjustments resulting from contractual obligations and longevity increments. The increases in the Merit budget will be due to testing for both patrol and corrections divisions. The costs associated with testing, including background checks, psychological assessments, and physical examinations, have increased significantly. Discussion ensued regarding Capital requests include a transport van, electronic control devices, body cameras, tablets for corrections, two patrol vehicles, replace the x-ray machine for the courthouse, and auxiliary deputy radios.

Chairman Kellogg paused the Committee of the Whole Budget Hearings at 10:22 a.m. The Committee of the Whole Budget Hearings resumed at 10:26 a.m. with quorum.

- State's Attorney Eric Weis presented the FY25 State's Attorneys budget requests. He explained to the committee that the budget increase request is mainly in salaries and trying to retain his staff and recruit top talent. Retention is very important and very hard to replace staff if they choose to leave. Discussion centered around staffing and caseloads. The Safety Act has increased the number of cases and the time for handling them. The State's Attorney office (SAO) will lose ARPA funds in FY24, and the salary will now be funded out of the general fund in the amount \$154,000. The State's Attorney office is requesting to hire one more ASA. Capital items include some secured storage space and moving some high density files.

- Public Defender Jason Majer presented the FY25 Public Defender’s office budget requests. He is requesting a considerable salary increase due to the modifications in the requirements of the Safe-T Act conditional call. The new requirements necessitate more time for the Public Defender’s office to prepare for each conditions call, increasing the preparation time from approximately 4 minutes to 16 minutes per call. He aims to align the salaries within his office to competitive levels that are consistent with those in the bordering counties. This is essential as they are competing for the same pool of qualified candidates as these neighboring areas. The objective is to retain attorneys who aspire to pursue long-term careers as prosecutors.
- Judge Stephen Krentz presented the FY25 Judicial offices budget requests. Judge Krentz indicated that the expansion of the courthouse will be deferred for the time being. However, it may be necessary to add additional judges in the county in the future, in accordance with state statutes and the county's population growth, which would subsequently require the construction of more courtrooms.
- Director of Probation Court Services Alice Elliott presented the FY25 Probation Court Services budget requests. The discussion focused on staffing requirements and the growth of services needed within the community. Consequently, a request will be made for the establishment of one part-time position to help with caseloads. Capital expenses will include two monitors for their lobby, these would be closed circuit and would provide educational/informational content. Additionally, they are requesting six tablets for the waiting room for client paperwork.
- Clerk of Circuit Court Matthew Prochaska presented the FY25 Circuit Courts budget requests. He provided the committee with an overview of the responsibilities associated with the Circuit Court. The salary adjustments are a result of union negotiations and an increase in supervisory salaries. The current union contract will be in effect until 2027. Additionally, there will be an increase in dues, as well as costs related to educational conferences and seminars. Please note that updates to manual record-keeping systems are scheduled to commence in October. These updates are mandated by the state and will incur certain associated costs. He is requesting that two of the ARPA positions remain and be paid out of the general fund.
- Coroner Jacqueline Purcell presented the FY25 Coroner’s Budget requests. Her requests are mostly related to salaries. Requesting a significant increase for chief deputy position, trying to keep the salary at a competitive rate with the neighboring counties. She would like to increase part-time hours for one employee and move a full-time ARPA employee to full-time position. Expenditure increase for TLO subscription, biohazard waste disposal, and costs associated with postage price increases.

COW meeting adjourned for lunch at 12:15 p.m. Chairman Matt Kellogg called meeting to order at 1:00 p.m.

Roll Call:

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Matt Kellogg	Here		
Scott Gengler	Here		
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Brian DeBolt	Here		
Elizabeth Flowers	absent		
Dan Koukol	absent		
Jason Peterson	absent		
Ruben Rodriguez	Here		
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Seth Wormley	Here		

- Treasurer Jill Ferko presented the FY25 Treasurer's office budget requests. Contractual services have increased due to printing of tax bills out of the general fund. The rising costs of postage has increased her expenditures. There is currently one vacant position, and the Treasurer has opted not to fill this role at the present time. As certain services transition to other departments, she will assess the staffing needs of her office once these changes are finalized.
- Director of Highway Dept. Fran Klaas presented the FY25 Highway department's budget requests. Mr. Klaas explained that the Highway department has control over nine different funds. Two funds are funded by property taxes; county bridge fund and county highway fund, the money they receive has changed very little since 2009. He is anticipating having to replace one employee who is leaving, but no new positions are proposed at this time. A discussion took place regarding the electric service provided by ComEd and the associated cost increases. Mr. Klaas expressed uncertainty about the factors contributing to these rising costs and proposed conducting an audit of ComEd services to gain a clearer understanding. Additionally, he emphasized the importance of metering all services to enhance the effectiveness of billing tracking. The committee also addressed the topics of state billing for projects and succession planning.
- Deputy ICT Director, Meagan Briganti presented the FY25 GIS budget requests. She is requesting in the FY25 budget a fifth staff member be added due to increased shared services with Yorkville. Expenditure increase is due to mileage and conferences for the additional staff. The committee discussed the use of LiDAR technology, and it was decided to have further discussions with GIS at a future meeting.
- Director of ICT Matt Kinsey continued his presentation to the committee for his FY25 budget requests. The growth within the county has led to an expansion of IT services. There are ongoing discussions regarding salary adjustments to ensure that employee compensation aligns with that of comparable counties, aimed at retaining valuable talent. Additionally, the increase in expenditures is primarily for attending conferences and training focused on cloud-based/ hybrid models, as not every department can go to cloud based. Discussion also ensued regarding the department's capital requests; these can be found in the budget book.

Meeting paused for a short recess at 2:15 p.m. The meeting resumed at 2:25 p.m.

- Director of Planning, Building and Zoning and Economic Development Matt Asselmeier presented the FY25 for both PBZ & EDC budget requests. He is requesting that his department's part-time position be increased from 10 hours to 20 hours and increase the salary as well to obtain a qualified candidate. Economic Development now has a full-time employee, and expenditures are related to membership dues, conferences and programming expenses. Capital request is for update to the County's Land Resource Management Plan (LRMP) to be budgeted over three years.
- Director of Facilities Management Dan Polvere presented to the committee the FY25 Facilities Management budget requests. He is requesting one additional Maintenance position, he also noted three staff members getting close to retirement. Annual contracts and service agreements have expanded significantly, leading to an increase in responsibilities related to access control, video surveillance systems, and door locking mechanisms within the Public Safety Center and Courthouse. Capital equipment maintenance involves items that were previously categorized under Capital projects and are now transitioning to the operations budget. These projects encompass paving, stormwater maintenance, roof maintenance, and various pipe work activities. Discussion on Phase II work and the possibility of HVAC work to be paid out of ARPA funds.
- Director of Animal Control Taylor Cosgrove presented the FY25 Animal Control budget requests. Ms. Cosgrove noted they did increase fines/fees and rabies tag fees. Increase in the training budget, has improved knowledge for the full time staff members. Additionally, fuel costs decreased with the use of the WEX Fleet Card. Capital improvement requests include epoxy garage floor, re-turfing of outside yards, cameras and swipe cards. Discussion ensued regarding the veterinary cost of care for the cat hoarding situation.

- Director of Human Resources Leslie Johnson presented the FY25 Human Resources department budget requests. Her goal for the department is to improve professional development and learning opportunities and work on recruitment to broaden their ability to recruit higher level candidates. Their increases center around the costs for certifications, leadership training and supervisory training. Other increases include advertising costs for recruitment and employee appreciation gifts. Capital requests include one laptop and a new ID badge printer. Liability insurance premiums will likely increase by 8%, and Cyber insurance premiums around 10%, this is estimated by the provider.
- County Administrator Christina Burns presented the Administration FY25 budget requests. She noted the cost increases to postage and the additional postage machine lease for the Clerk's new office. Also requesting that the administrative part-time position move out of ARPA to General Fund, and a request for a professional management analyst position. Additionally requesting to invest in professional development; would like to attend Tyler Connect National Conferences and other high level executive conferences. Financial Analyst Jennifer Breault spoke about changes in budgets for Kendall Area Transit (KAT) program, there was a significant increase in RTA revenue. She created a separate KAT Capital fund for purchases of vehicles, cameras and new building. A portion of Ms. Breault's salary for her PCOMM role will be paid out of this fund.
- County Administrator Christina Burns and Financial Analyst Jennifer Breault presented the County Board's FY25 budget requests. The discussion centered on General Fund transfers, Health Care fund, 27th Payroll, Social Services for Senior Citizen Fund, and Capital Expenditures. Ms. Berault discussed the ARPA funds and a reminder that all funds need to be spent by 2026, balance in fund is \$2.1 million.

Overview - Budget and Levy Presentation: Finance Chair Gengler wrapped up the budget hearings and highlighted the calendar, the next chance to discuss the budget will be at the October 10, 2024 Committee of the Whole (COW) meeting. The November 6, 2024 County Board will be the date that the budget needs to be approved.

Public Comment – None

Questions from the Media – None

Action Items for County Board - None

Executive Session – None

Adjournment – Member Wormley made a motion to adjourn the meeting, second by Member Koukol. **With members six (6) present voting aye, the meeting adjourned at 3:37 p.m.**

Respectfully Submitted,

Sally A. Seeger
Administrative Assistant/Recording Secretary