



COUNTY OF KENDALL, ILLINOIS
ADMIN HR COMMITTEE
County Office Building
County Board Room 210
Wednesday, February 19, 2020 at 5:30p.m.

MEETING AGENDA

- 1. Call to Order**
- 2. Roll Call:** Elizabeth Flowers (Chair), Scott Gengler, Judy Gilmour, Matthew Prochaska, Robyn Vickers
- 3. Approval of Agenda**
- 4. Approval of Minutes from February 3, 2020**
- 5. Department Head and Elected Official Reports**
- 6. Public Comment**
- 7. Committee Business**
 - *Discussion of Lobbyist Registration Bill*
- 8. Executive Session**
- 9. Items for Committee of the Whole**
- 10. Action Items for County Board**
- 11. Adjournment**

If special accommodations or arrangements are needed to attend this County meeting, please contact the Administration Office at 630-553-4171, a minimum of 24-hours prior to the meeting time

**COUNTY OF KENDALL, ILLINOIS
ADMIN HR MEETING
County Office Building
111 W. Fox Street, Room 210; Yorkville
Monday, February 3, 2020**

CALL TO ORDER - Committee Chair Elizabeth Flowers called the meeting to order at 5:30p.m.

ROLL CALL

| Attendee | Status | Arrived | Left Meeting |
|-------------------|---------------|----------------|---------------------|
| Elizabeth Flowers | Present | | |
| Scott Gengler | Here | | |
| Judy Gilmour | Here | | |
| Matthew Prochaska | Here | | |
| Robyn Vickers | Here | | |

Others in Attendance: Scott Koeppel

APPROVAL OF AGENDA – Motion made by Member Gilmour second by Member Gengler to approve the agenda. With five members voting aye, the agenda was approved by a 5-0 vote.

APPROVAL OF MINUTES – Motion made by Member Gilmour, second by Member Gengler to approve the January 15, 2019 minutes. With five members voting aye, the minutes were approved by a 5-0 vote.

DEPARTMENT HEAD AND ELECTED OFFICIAL REPORTS - None

PUBLIC COMMENT - None

COMMITTEE BUSINESS

- *Discussion of Lobbyist Registration Ordinance* – Member Prochaska reported that there is a draft bill in the legislature that may require Lobbyists to register if they speak before a public body. Attorneys and other government entities would be exempt. Member Gilmour asked what would that entail for the County. Mr. Koeppel indicated that they would just need to complete a form with the County Clerk’s office. Chair Flowers asked if there would be a fee. Member Prochaska noted there will not be one. He referred the Committee to the draft in the packet which is modeled after DuPage County’s Ordinance. It appears not many lobbyists have registered with DuPage and from looking at Kendall’s public participation not many will in Kendall County either.

- *Discussion of Administration Staffing* – Mr. Koepfel reported that the Department is still working with Waubensee Community College on getting a few work study students, however that is taking longer than expected. With the vacancy due to medical leave in the small office more coverage is needed. In the packet there is a draft job description for a part time Administrative Assistant for Administration. This would allow staff to work on more projects while this position covers phones and meetings. Currently there is a Temp in place however that is very expensive. Member Vickers voiced her support for the position as staff could be more efficient. Member Gilmour asked if this amount was in the current Budget. Mr. Koepfel indicated it was not so there would need to be a budget revision. There was consensus to send the proposed part time Administrative Assistant to the Finance Committee for Budget consideration.

- *Discussion of Employee 457 RFQ* – Mr. Koepfel reviewed the draft RFQ, the intent is to post it late March with proposals being due the end of April. Mr. Koepfel asked about insurance requirements. Member Gengler indicated that having SIPC standards are what most companies adhere to. Member Gengler noted that another question that should be included in the Scope of Services is whether they will use a Third Party Administrator. There was consensus to put the RFQ out for proposals on the website.

EXECUTIVE SESSION - None

ITEMS FOR COMMITTEE OF THE WHOLE – None.

ADDITIONAL ITEMS - Member Prochaska asked about the status of the website and expressed concern the timeline for completion. Mr. Koepfel indicated that they have been in touch with the President of the company and things are moving along. Mr. Koepfel will review the contract.

ACTION ITEMS FOR COUNTY BOARD – None

ADJOURNMENT – Member Prochaska made a motion to adjourn the meeting, second by Member Vickers. With five members voting aye, the meeting adjourned at 6:07p.m.

Respectfully Submitted,

Mera Johnson
Risk Management and Compliance Coordinator

MONTHLY ADMINISTRATION / HR SUMMARY REPORT

December 31, 2019

| W.C. Claims Expense (12/1/19 - 11/30/20) | | | | | | |
|---|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------|
| | 2015-16 Policy | 2016-17 Policy | 2017-18 Policy | 2018-19 Policy | 2019-20 Policy | Total Claims |
| December | \$ - | \$ 2,023 | \$ 5 | \$ 4,829 | \$ - | \$ 6,857 |
| January | | | | | | |
| February | | | | | | |
| March | | | | | | |
| April | | | | | | |
| May | | | | | | |
| June | | | | | | |
| July | | | | | | |
| August | | | | | | |
| September | | | | | | |
| October | | | | | | |
| November | | | | | | |
| Total Claims Expense | \$ - | \$ 2,023 | \$ 5 | \$ 4,829 | | \$ 6,857 |

PEDA Payments (included in Total Claims Expense)

PEDA Reimbursements YTD \$ -

W.C. Annual Premium

W.C. Premium \$ 131,080 \$ 139,096 \$ 171,411 \$ 175,442 \$ 156,177

Self Insured Retention (SIR)

Self Insured Amount \$ 250,000 \$ 250,000 \$ 250,000 \$ 250,000 \$ 250,000

| | | | | | |
|---------------------------------|-----------|-----------|-----------|-----------|----------|
| No. of claims >\$250k | 1 | 1 | 0 | 0 | 0 |
| No. of claims >\$100k & <\$250k | 0 | 1 | 0 | 0 | 0 |
| No. of claims <\$100k | 39 | 44 | 20 | 27 | 4 |
| Total claims paid | 40 | 46 | 20 | 31 | 4 |

W.C. Claims

| | 2015-16 Policy | 2016-17 Policy | 2017-18 Policy | 2018-19 Policy | 2019-20 Policy |
|-------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| W.C. Claims paid prior year | \$ 320,364 | \$ 609,121 | \$ 32,234 | \$ 79,912 | \$ - |
| W.C. Claims paid current year | - | 2,023 | 5 | 4,829 | - |
| Total claims paid | \$ 320,364 | \$ 611,144 | \$ 32,239 | \$ 84,741 | \$ - |

| Workers' Comp. Claims | Policy Year | | | | | | |
|------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------|--|--|
| | 2015-16 Policy | 2016-17 Policy | 2017-18 Policy | 2018-19 Policy | 2019-20 Policy | | |
| | Prior Year Total | Prior Year Total | Prior Year Total | Prior Year Total | DEC | | |
| Administration | 1 | | | | | | |
| Animal Control | 6 | 1 | 4 | 2 | | | |
| Circuit Clerk | 1 | 1 | 1 | 1 | | | |
| Coroner | | | | | | | |
| County Clerk | 1 | 2 | | | | | |
| Facilities | | | | 1 | 1 | | |
| Forest Preserve | 3 | 2 | | 3 | | | |
| Health Dept. | 3 | 2 | 2 | 2 | 1 | | |
| Highway | 1 | 2 | 1 | 2 | | | |
| Judiciary | | | | | | | |
| PBZ | | | | | | | |
| Probation | 1 | | | | 1 | | |
| Public Defender | | | | | | | |
| Sheriff - Corrections | 5 | 18 | 2 | 4 | 1 | | |
| Sheriff - Patrol/Admin | 16 | 16 | 10 | 10 | | | |
| State's Attorney | 2 | 2 | | 1 | | | |
| Technology | | | | | | | |
| VAC | | | | 1 | | | |
| Totals | 40 | 46 | 20 | 27 | 4 | | |

MONTHLY ADMINISTRATION / HR SUMMARY REPORT
December 31, 2019

| Property Claims (12/1/19 - 11/30/20) | | Policy Year | |
|--------------------------------------|--------------|----------------|--------------|
| Department/Description | Insurance | 2018-19 Policy | Total Claims |
| | | | |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | Total | \$ - | \$ - |

**Illinois Counties Risk Management Trust
Claims Analysis
1/1/2020**

Worker's Compensation

FY20 - Current Year's Total Claims

| | Incident Date | Department/Office | Status | Paid | Missed > 3 Days Work | Returned to Work |
|---|---------------|-------------------|--------|------|----------------------|------------------|
| 1 | 12/20/2019 | Health | open | | N | Y |
| 2 | 12/27/2019 | Probation | open | | N | Y |
| 3 | 12/31/2019 | Facilities | open | - | N | Y |

Total FY19 Claims Paid To Date \$ -

Worker's Compensation

Prior Years' Active Claims

| | Incident Date | Department/Office | Status | Paid | Missed > 3 Days Work | Returned to Work |
|-----------------------|---------------|-------------------|-----------|---------|----------------------|------------------|
| 2011-12 Policy | | | | | | |
| 1 | 6/30/2012 | Forest Preserve | re-opened | 381,305 | Y | Terminated |
| | | | | 381,305 | | |
| 2015-16 Policy | | | | | | |
| 2 | 4/12/2016 | Sheriff | open | 95,565 | Y | Y |
| 3 | 9/13/2016 | Sheriff | closed | 252,246 | Y | Retired |
| | | | | 347,811 | | |
| 2016-17 Policy | | | | | | |
| 4 | 2/28/2017 | Corrections | open | 31,841 | Y | Retired |
| 5 | 10/26/2017 | Corrections | open | 404,027 | Y | Retired |
| 6 | 4/19/2017 | Sheriff | open | 88,493 | Y | Retired |
| 7 | 11/21/2017 | Sheriff | open | 219,720 | Y | Y |
| | | | | 744,082 | | |
| 2017-18 Policy | | | | | | |
| 8 | 12/12/2017 | Corrections | open | 23,205 | Y | Y |
| 9 | 5/2/2018 | Sheriff | closed | 3,432 | N | Y |
| 10 | 8/3/2018 | Sheriff | re-opened | 6,606 | N | Y |
| 11 | 11/18/2018 | Sheriff | closed | 1,782 | N | Y |
| | | | | 35,025 | | |
| 2019-20 Policy | | | | | | |
| 12 | 2/17/2019 | Sheriff | open | 63,399 | Y | Y |
| 13 | 5/23/2019 | VAC | open | 391 | N | Y |
| 14 | 6/21/2019 | Sheriff | open | 9,175 | N | Y |
| 15 | 6/29/2019 | Corrections | open | 7,861 | Y | Y |
| 16 | 9/3/2019 | Sheriff | open | 11,659 | N | Y |
| 17 | 9/19/2019 | Sheriff | open | 5,293 | N | Y |
| 18 | 11/5/2019 | Sheriff | open | 1,479 | N | Y |
| 19 | 11/6/2019 | Health Department | open | | N | Y |
| 20 | 11/18/2019 | Animal Control | open | - | N | Y |
| | | | | 99,258 | | |

Total Prior Year's Active Claims \$ 1,607,480

**Illinois Counties Risk Management Trust
Claims Analysis
1/1/2020**

Property & Casualty

FY19 - Auto PC

| Incident Date | Department/Office | Status | Paid | Coverage Type |
|---------------|-------------------|--------|------|---------------------|
| 1 4/28/2019 | Sheriff | Open | | Auto PD - Collision |

Total FY19 Auto Claims \$ -

FY19 - General Liability

| Incident Date | Department/Office | Status | Paid | Coverage Type |
|---------------|-------------------|--------|-------|---------------|
| 1 8/10/2019 | Animal Control | open | | |
| 2 8/16/2019 | Sheriff | open | 2,236 | |

Total FY19 General Liability Claims \$ 2,236

Prior Years'- General Liability

| Incident Date | Department/Office | Status | Paid | Coverage Type |
|-----------------------|-------------------|--------|--------|---------------------------|
| 2015-16 Policy | | | | |
| 1 8/9/2016 | Sheriff | open | 40,441 | Law Enforcement Liability |
| 2 11/4/2016 | Sheriff | open | 14,577 | Law Enforcement Liability |
| | | | 55,018 | |
| 2016-17 Policy | | | | |
| 3 9/23/2014 | Various | open | 16,742 | General Liability |
| | | | 16,742 | |
| 2017-18 Policy | | | | |
| 4 7/1/2018 | Sheriff | open | 3,702 | General Liability |

Total Prior Year's General Liability Claims \$ 73,611

MONTHLY MEDICAL INSURANCE REPORT
December FY 20

| | Non-Union | | <u>Total Enrolled</u> | | | | Annual Plan Cost |
|-----------------------|------------|------------|-----------------------|---------------|---------------|---------------|------------------|
| | Union | Union | <u>Dec-18</u> | <u>Jan-19</u> | <u>Dec-19</u> | <u>Jan-20</u> | |
| HMO EE | 16 | 11 | 39 | 35 | 32 | 27 | \$6,125.22 |
| HMO FAM | 9 | 15 | 21 | 20 | 22 | 24 | \$11,569.53 |
| H.S.A. \$1500 EE | 66 | 50 | 114 | 103 | 101 | 116 | \$9,303.11 * |
| H.S.A. \$1500 FAM | 48 | 68 | 101 | 107 | 117 | 116 | \$17,739.11 * |
| H.S.A. \$2800 EE | 2 | 1 | 6 | 4 | 3 | 3 | \$8,547.97 * |
| H.S.A. \$2800 FAM | 4 | 2 | 0 | 10 | 8 | 6 | \$16,312.81 * |
| Total Enrolled | 145 | 147 | 281 | 279 | 283 | 292 | |

| | |
|---------------|-----|
| Dental EE | 166 |
| Dental Family | 184 |

Total Enrolled 350

NOTES:

- 1) Premiums and headcount paid as of monthly report date
- * 2) Includes Employer HSA contribution *
- 3) 2018 H.S.A. \$2800 are old PPO plan numbers

FY 19 MONTHLY MEDICAL INSURANCE INVOICES

(BUDGETED: \$5,270,000) *87.34% of budget

| | December | January | February | March | April | May | June | July | August | September | October | November | Totals |
|-------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-------------|
| BCBS Medical Premium | 355324 | 164572 | 359064 | 353709 | 361141 | 369973 | 356602 | 370815 | 366387 | 366645 | 368565 | 377012 | \$4,171,918 |
| UHC Final Bill | 0 | 0 | 1513 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Met Life Dental Premium | 0 | 48213 | 23952 | 24138 | 24249 | 24733 | 23914 | 24374 | 24400 | 24311 | 24113 | 24485 | \$1,513 |
| Met Life Life Premium | 0 | 0 | 1383 | 932 | 471 | 482 | 465 | 484 | 479 | 476 | 476 | 483 | \$290,781 |
| Health Savings Account | 516000 | 1250 | 6875 | 1250 | 1125 | 3500 | 0 | 3000 | 0 | 0 | 500 | 1250 | \$6,134 |
| Insurance Refunds | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | \$534,750 |
| HRA Admin Fee | 0 | 0 | 0 | 105 | 0 | 95 | 0 | 95 | 95 | 189 | 0 | 91 | \$0 |
| FSA Admin Fee | 84 | 84 | 84 | 105 | 0 | 123 | 0 | 0 | 0 | 0 | 0 | 0 | \$669 |
| 0102-027-6647 | | | | | | | | | | | | | \$480 |
| TOTALS | \$871,408 | \$214,119 | \$392,771 | \$380,239 | \$386,986 | \$398,905 | \$382,980 | \$398,767 | \$391,371 | \$391,624 | \$393,653 | \$403,321 | \$5,006,143 |

FY 18 MONTHLY MEDICAL INSURANCE INVOICES

(BUDGETED: \$5,502,000) * 94.72 % of Budget

| | 12/31/2017 | 1/31/2018 | 2/28/2018 | 3/31/2018 | 4/30/2018 | 5/31/2018 | 6/30/2018 | 7/31/2018 | 8/31/2018 | 9/30/2018 | 10/31/2018 | 11/30/2018 | Totals |
|------------------------|------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|------------|-------------|
| UHC Medical Premium | 0 | 742810 | 368253 | 358882 | 347181 | 359285 | 366182 | 362582 | 372862 | 363407 | 359936 | 358725 | \$4,356,865 |
| UHC Dental Premium | 0 | 54544 | 26965 | 27327 | 27145 | 27734 | 27807 | 27412 | 27691 | 27858 | 26978 | 27495 | \$328,755 |
| UHC Life Premium | 0 | 0 | 1679 | 559 | 584 | 561 | 568 | 0 | 1133 | 560 | 560 | 593 | \$6,748 |
| Health Savings Account | 495000 | 10500 | 3625 | 0 | 0 | 0 | 4125 | 625 | 1250 | 750 | 375 | 750 | \$517,000 |
| Insurance Refunds | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | \$0 |
| HRA Admin Fee | 83 | 0 | 83 | 165 | 83 | 0 | 165 | 0 | 0 | 0 | 0 | 0 | \$678 |
| FSA Admin Fee | 170 | 0 | 188 | 376 | 188 | 0 | 383 | 0 | 0 | 0 | 168 | 84 | \$1,566 |
| 0102-027-6647 | | | | | | | | | | | | | |
| TOTALS | \$495,252 | \$807,854 | \$398,792 | \$387,109 | \$375,180 | \$397,589 | \$399,040 | \$390,589 | \$402,935 | \$382,575 | \$387,017 | \$387,617 | \$5,211,509 |

FY 17 MONTHLY MEDICAL INSURANCE INVOICES

(BUDGETED: \$6,108,257)*98.84% of Budget

| | 12/31/2016 | 1/31/2017 | 2/28/2017 | 3/31/2017 | 4/30/2017 | 5/31/2017 | 6/30/2017 | 7/31/2017 | 8/31/2017 | 9/30/2017 | 10/31/2017 | 11/30/2017 | Totals |
|-----------------------------|------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|------------|-------------|
| UHC Medical Premium | 350000 | 366848 | 346172 | 347688 | 348985 | 355552 | 357994 | 358354 | 355837 | 353212 | 365533 | 356453 | \$4,260,420 |
| BCBS Final Invoice | 0 | 0 | 5200 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | \$5,200 |
| Lincoln Life Dental Premium | 25384 | 25884 | 27025 | 24392 | 26197 | 25768 | 25670 | 25842 | 25579 | 25525 | 25894 | 25804 | \$300,783 |
| Lincoln Life Life Premium | 782 | 840 | 616 | 725 | 672 | 734 | 723 | 727 | 716 | 716 | 732 | 726 | \$8,721 |
| Health Savings Account | 443800 | 1750 | 4575 | 0 | 0 | 1750 | 0 | 3625 | 2000 | 875 | 0 | 250 | \$458,425 |
| Insurance Refunds | 271 | 0 | 0 | 0 | 142 | 594 | 0 | 0 | 1439 | 0 | 0 | 0 | \$2,446 |
| HRA Admin Fee | 0 | 83 | 83 | 83 | 83 | 83 | 83 | 83 | 83 | 83 | 83 | 83 | \$900 |
| FSA Admin Fee | 311 | 0 | 323 | 182 | 0 | 339 | 170 | 170 | 170 | 170 | 170 | 170 | \$2,153 |
| 0102-027-6647 | | | | | | | | | | | | | |
| TOTALS | \$820,558 | \$395,405 | \$383,793 | \$373,028 | \$374,080 | \$384,940 | \$384,839 | \$388,800 | \$385,625 | \$380,581 | \$382,412 | \$383,285 | \$5,047,057 |

MONTHLY BENEFITS SUMMARY REPORT
November FY 19

| Retirees/COBRA (12/1/19 -11/30/20) (42 Retirees / 1 COBRA) | | |
|--|--------|-----------|
| Vision | Family | 7 |
| Vision | Single | 10 |
| Medical | Family | 2 |
| Medical | Single | 12 |
| Dental | Family | 36 |
| Dental | Single | 14 |
| TOTAL | | 81 |

| DEPARTMENT | New Hires/Terminations (12/1/18 -11/30/19) | | Reassignments/Terms Current Month |
|-----------------|--|---------------|-----------------------------------|
| | YTD | Current Month | |
| Administration | | | |
| Animal Contr | | | |
| Assessment | | | |
| Circuit Clerk | | | |
| Coroner | | | |
| County Clerk | | | |
| Facilities | | | |
| Forest Pres | | | |
| Health Dept. | | | |
| HWY | | | |
| KanCom | | | |
| PBZ | | | |
| Probation | 1 | 1 | 1 |
| Public Defender | | | |
| Sheriff | 1 | 1 | |
| State's At | 1 | 1 | |
| Technology/GIS | | | |
| VAC | | | |
| Totals | 3 | 3 | 1 |

| BENEFITWALLET HSA FUNDING | |
|---------------------------|-------------------|
| Month | Deposit |
| December | 537,125 |
| January | |
| February | |
| March | |
| April | |
| May | |
| June | |
| July | |
| August | |
| September | |
| October | |
| November | |
| Total | \$ 537,125 |

| UNEMPLOYMENT CHARGES 2019 | |
|---------------------------|------------|
| 1st Quarter | |
| 2nd Quarter | |
| 3rd Quarter | |
| 4th Quarter | |
| TOTAL | \$0 |

KENDALL COUNTY LOBBYIST REGISTRATION ORDINANCE

SECTION 1 - LOBBYIST REGISTRATION.

A. **REGISTRATION:** Any person who, for compensation, attempts to influence a Kendall County elected official or employee on any County matter, must register as a lobbyist.

B. **DEFINITIONS:**

Compensation: Compensation means money, things of value, or benefits given or to be received.

Expenditure: Expenditure means a payment, distribution, loan, advance, deposit, or gift of money or anything of value, and includes a contract, promise, or agreement, whether or not legally enforceable, to make an expenditure, for the ultimate purpose of influencing executive, legislative, or administrative action, other than compensation as defined herein.

Lobbyist: A lobbyist is a person who as any part of his duties for compensation undertakes to influence legislative or administrative action, including, but not limited to:

- (1) A zoning matter;
- (2) The introduction, passage or other action to be taken on an ordinance, resolution, motion, appointment or other matters before the County Board;
- (3) The preparation of contract specifications;
- (4) The solicitation, award or administration of a contract;
- (5) The award or administration of a grant or other agreement involving the disbursement of public monies;
- (6) Any other determination made by an elected or appointed County official or employee of the County with respect to the procurement of goods or services.

Person: Person means any individual, firm, partnership, committee, association, corporation, or any other organization or group of persons regardless of whether such person is formally designated as a lobbyist by his employer.

C. The following individuals or categories of individuals are exempt from the registration policy:

1. The press and other media persons functioning in that capacity;
2. Persons performing professional services drafting legislation or advising clients regarding the construction and effects of legislation;
3. Employees of the County and other units of government and elected officials including the County Board Chairman or County Board members while acting in those capacities;
4. Expert witnesses appearing before the board or a committee by request of the County Board Chairman, a board member, County Administrator, County Elected Official, or a County Department Head;
5. Persons seeking to do business with the County whose activities are limited to occasional sales related inquiries or solicitations; submissions of bids; responses to requests for proposals; or where goods and services are for sale at a cost not exceeding ten thousand dollars (\$10,000.00);
6. Persons lobbying on behalf of a neighborhood, community, religious or civic organization who are not paid to do so and who spend no money for the benefit of a County elected official or County employee in connection with such lobbying;
7. Any attorney in the course of representing a client;
8. Any witness providing testimony in any administrative or judicial proceeding.

- D. An individual must register with the County Clerk within thirty (30) days of engaging in an activity which requires such a person to register as a lobbyist, and then where appropriate in each subsequent year in which such person meets the requirements for reporting, must file between February 1 and February 20 on forms prescribed by the County Board Chairman.
- E. Annually every person registering shall file with the County Clerk between February 1 and February 20 a report, under oath, of all expenditures over one thousand dollars (\$1,000.00) for the benefit of any single County elected official or County employee or aggregate amounts equaling three thousand dollars (\$3,000.00) made by him or her to or for the benefit of County elected officials or County employees, during the previous twelve (12) calendar months. The report shall show in detail the County elected officials or County employee to whom or for whose benefit such expenditures of one hundred fifty dollars (\$150.00) or more were made. The registrant will indicate on behalf of which employer, contractor, or organization such expenditures have been made and for which County matter.
- F. Any contributions required to be reported under article 9 of the Election Code are not reported under this article and are not to be determined in the amounts giving rise to the requirement of registration as a lobbyist.
- G. Failure to file any report within the time designated or the reporting of false or incomplete information shall constitute a violation of this article. The Ethics Officer as defined under section 2-408 of this Code shall investigate alleged violations of this article. Should the Ethics Officer find a violation of this article exists, the Ethics Officer may refer the matter to the Kendall County State's Attorney for prosecution. The penalties for violation of this article shall be a fine not to exceed five hundred dollars (\$500.00) for each incidence and the prohibition of the registrant from engaging directly or indirectly in any lobbying activities for a period of two (2) years from the date of the conviction. Any appeals of the findings of the Ethics Officer shall follow the process as described in section 2-414 of this Code.

This article shall be effective on March 1, 2020 and the reporting periods for which expenditure reports must be filed shall begin with the calendar year beginning January 1, 2021, and all subsequent calendar years.

State Law reference— 10 ILCS 5/9-1.11