



COUNTY OF KENDALL, ILLINOIS
COMMITTEE OF THE WHOLE
Kendall County Historic Courthouse,
110 W. Madison Street, Yorkville, IL 60560
Thursday, January 16, 2025, at 4:00 p.m.

1. Call to Order and Pledge of Allegiance
2. Roll Call: Matt Kellogg (Chairman), Scott Gengler (Vice-Chair), Zach Bachmann, Brian DeBolt, Elizabeth Flowers, Dan Koukol, Jason Peterson, Ruben Rodriguez, Brooke Shanley, Seth Wormley
3. Approval of Agenda
4. Approval to Forward Claims to County Board Meeting
5. Committee Reports and Updates
 - A. Executime Update ([p 2](#))
 - B. Made in Kendall Update ([p 3](#))
6. New Committee Business
 - A. Discussion of Strategic Plan Request for Proposals ([p 8](#))
 - B. Animal Control 's Trap – Neuter-Release (TNR) Program ([p 9](#))
7. Old Committee Business
8. Department Head and Elected Official Reports
9. Questions from the Media
10. Chairman's Report

Appointments

Bob Davidson – Raymond Drainage District – 2- year term – September 2027
Andy Nicoletti – County Chief Assessor – 4 year term – March 2029
Tom Casey – Regional Plan Commission – 3 year term – January 2028
Dave Hamman– Regional Plan Commission – 3 year term – January 2028
Ruben Rodriguez – Regional Plan Commission – 3 year term – January 2028

11. Public Comment
12. Action Items for County Board
13. Executive Session
14. Adjournment

If special accommodation 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.

Tyler Munis Update

Committee of the Whole Update 01/16/2025

ITEMS COMPLETED SINCE 11/4/2024 MEETING
<ol style="list-style-type: none"> 1. Completed the Test to Live conversion in Executime. 2. Successfully completed our first and second payroll in Live with the following groups: Administration, Human Resources, GIS, PBZ, and Animal Control 3. Completed our first payroll in Live with the following groups: EMA, Coroner's Office, and Highway Department

The Departments that will be added to the next payroll: Public Defender's Office and Veteran's Assistance Commission
The Departments undergoing training for Live: ICT Department and Facilities Management Department

GO LIVE SCHEDULE AS OF 12/20/2024	
<u>Department/Elected Office:</u>	<u>Estimated Go Live Date:</u>
Human Resources Department	11/30/2024
Administration Department	11/30/2024
GIS Department	12/14/2024
Planning, Building & Zoning Department	12/14/2024
Animal Control Department	12/14/2024
Emergency Management Agency	12/28/2024
Coroner's Office	12/28/2024
Highway Department	12/28/2024
Public Defender's Office	1/11/2025
Veteran's Assistance Commission	1/11/2025
ICT Department	1/25/2025
Facilities Department	1/25/2025
Assessments	2/8/2025
Treasurer's Office	2/8/2025
County Clerk's Office	2/8/2025
State's Attorney's Office	2/22/2025
Circuit Clerk's Office	2/22/2025
Health Department	3/8/2025
Forest Preserve	3/22/2025
Court Services	3/22/2025
Judicial	3/22/2025



Kendall County Agenda Briefing

Meeting Type: Committee of the Whole
Meeting Date: 1/16/2025
Subject: Made in Kendall initiative
Prepared by: Todd D. Volker, Economic Development Coordinator
Department: Planning, Building and Zoning

Action Requested:

Receive an update on the Made In Kendall program.

Board/Committee Review:

Economic Development Committee, 8/29/24 and 9/18/24

Fiscal impact:

Projected cost of the Made in Kendall initiative is \$1,700 based on an estimate of three designations given. However, this cost may vary depending on the number of designations given by the committee, since this directly affects how many plaques and shirts will be purchased. It includes \$700 for advertising-related expenses. The \$2,000 in sponsorship will offset the final cost of the initiative.

Background and Discussion:

The Economic Development and Administration Committee approved the Made in Kendall program, which was announced at the 2024 State of the County address in September. The program (attached) recognizes businesses in various categories for goods produced in Kendall County. Staff solicited nominations through the end of 2024, receiving X nominations. Additionally, we have secured two sponsors for the program, BNSF and Waubensee Community College, at \$1,000 each, and will be recognized on the award plaques.

The goal of the program is to promote manufacturing in Kendall County. Staff intends to recognize recipients with a plaque and ten t-shirts for business employees. A permanent Made in Kendall registry plaque, to hang at the county building, will name each year's designee. Additionally, staff will distribute press releases about the program and winners to local, regional and trade media. Staff will also dedicate a webpage to recognizing the designees.

Per the approved program, a committee reviews the applicants. The MIK committee will consist of EDA Chairman Dan Koukol, IMEC (title) Dave Musgrave, WCC Workforce Education Manager Suzanne Markin, and Economic Development Coordinator Todd Volker. Nominations have been received from Mars Wrigley, Plano Molding/Synergy, Aurora Specialty Textiles, MTH Pumps and Tangent Materials, with a total of nine product nominations. Of these, two are in the Industrial Product category, seven are in the Consumer product category. No nominations were received for the Community Maker category.

The MIK review committee is scheduled to meet to make MIK designations on Monday, Jan. 27, with businesses intended to be recognized at the February 21 County Board meeting..

Staff Recommendation:

Received update on MIK program and provide any feedback on the process.

Attachments:

Made in Kendall Program

“MADE IN KENDALL” Program

Kendall County Economic Development

The “Made in Kendall” recognition is a program of the Kendall County Economic Development Office with the goal of promoting manufacturing and supporting manufacturers and makers in Kendall County. For makers, it shines a light on something made locally that is of exceptional quality. The program underscores the value Kendall County places on manufacturing enterprises and helps encourage industry in the county.

PROCEDURES AND CRITERIA

1. The recognition process begins on October 1, 2024 with nominations accepted through November 29, 2024 for the inaugural “Made in Kendall” recognition. Announcement of the “Made in Kendall” recognition will be made at the January 2025 county board meeting with a board reception for recognition winners.
2. Nominations are accepted in three main divisions: Consumer Product, Industrial Product and Community Maker. The “Made in Kendall” designation need not be declared in every division or category each year.
3. Nominations in the Consumer Product and Industrial Product divisions will be judged on these criteria: product value, product quality, product durability, product design, and product uniqueness. The Community Maker designation is awarded based on community involvement, general public regard, and uniqueness of product or service.
4. The “Made in Kendall” recognition will be decided by a panel of three county board members appointed by the county board chairman.
5. The 2025 recipients of the “Made in Kendall” recognition will receive a plaque recognizing the company and its employees, recognition on the Kendall County boardroom permanent MIK plaque, and will receive social media promotion, and local publicity.
6. Eligibility. Products in the Consumer Product and Industrial Product divisions must be made in Kendall County. The manufacturer’s headquarters need not be in the county. Products must be made in the calendar year in which they are nominated. Assembled products and products finished in Kendall County may be nominated. Products nominated are subject to verification by the “Made in Kendall” panel or by the Kendall County Economic Development Office. Businesses in the Community Maker division must have been in operation for a minimum of six months.

7. Nominations. Nominations must include the name of the product, the name of the manufacturer, a short description of the product, and the name, email and telephone numbers of the person making the nomination. If possible, photos of the product should be submitted. Individuals may make up to three nominations per year per category and must be residents of Kendall County. The nominator's contact information will not be revealed but will only be used for verification or follow-up questions. Direct nominations to the Kendall County Economic Development Office via tvolker@kendallcountyil.gov, or access the Kendall County website at <https://www.kendallcountyil.gov/departments/economicdevelopment/madeinkendallsubmission>

“Made in Kendall” Recognition

Nomination Form

Nomination Rules

You may make up to three nominations in each division for the annual “Made in Kendall” recognition. You must be a Kendall County resident to make nominations for the designation.

The “Made in Kendall” recognition divisions include Consumer Product, Industrial Product, and Community Maker Businesses.

The **Consumer Product** division includes these products: (1) consumer products, (2) farmer’s market products and (3) farmer’s market foodstuffs. Criteria for being awarded the designation include *product value*, *product quality*, *product durability*, *product design*, and *product uniqueness*.

The **Industrial Product** division includes any manufactured product made within Kendall County. Criteria for being awarded the designation include *product value*, *product quality*, *product durability*, *product design*, and *product uniqueness*.

The **Community Maker** division includes local businesses that provide goods or services. The local business must be operative on a full-time basis for at least six months. Criteria for being awarded the designation include community involvement and perceived product or service value.

Nomination period is between October 1 and November 29, 2024. The “Made in Kendall” Recognition will be awarded January 2025.



Kendall County Agenda Briefing

Meeting Type: Committee of the Whole
Meeting Date: 1/16/2025
Subject: Strategic Plan RFP
Prepared by: Christina Burns, County Administrator
Department: Administration

Action Requested:

Discussion of a Strategic Plan RFP

Board/Committee Review:

Committee of the Whole

Fiscal impact:

Strategic planning was included in the FY2025 Budget

Background and Discussion:

Strategic planning is a best practice for organizations to provide clarity of priorities, improve resource allocation, and anticipate and address challenges effectively. The County has not conducted strategic planning in recently history.

An outside facilitator is typically used to bring a neutral perspective, professionally facilitate focus groups and Board workshops, and draft the plan. Staff intends to issue a request for proposals to seek potential facilitators for a strategic planning process. These processes can range from simple to more detailed and complex, with different facilitators taking different approaches.

Staff is seeking input from the County Board on the desired process and scope to ensure that the request for proposals is comprehensive, and the strategic planning process aligns with the Board's desired outcomes.

The plan at minimum should include input from internal stakeholders across the organization. The Board may wish to seek public input on the plan, or input from other external stakeholders.

Based on the Board's input, staff will draft and distribute a request for proposals to a variety of firms that specialize in strategic planning for units of local government, and bring a recommendation to the Board.

Staff Recommendation:

Staff recommends proceeding with drafting a strategic plan RFP that includes internal stakeholder engagement, priority setting and goals.

Attachments: NA



Kendall County Agenda Briefing

Meeting Type: Committee of the Whole
Meeting Date: 1/16/2025
Subject: Trap-Neuter-Release feral cat program
Prepared by: Taylor Cosgrove, Animal Control Director
Department: Animal Control

Action Requested:

Discussion and consensus to implement a feral cat trap-neuter-release (TNR) program

Board/Committee Review:

Economic Development and Administration, December, 18, 2024

Fiscal impact:

Program would be funded with current Population Control funds; no budget impact

Background and Discussion:

Kendall County, much like so many other Counties in Illinois, has a large population of free-roaming feral cats. The definition of a feral cat by the Illinois Animal Control Act is as follows:

“Feral cat” means a cat that (i) is born in the wild or is the offspring of an owned or feral cat and is not socialized, (ii) is a formerly owned cat that has been abandoned and is no longer socialized, or (iii) lives on a farm.

The Illinois Animal Control Act allows funds from the County Animal Population Fund to be used to not only sterilize adoptable pets, and pets belonging to low-income members of the public, but also can be used to sterilize feral cats in programs recognized by the County.

Kendall County Animal Control does not currently have a spay/neuter program for feral cats, under-utilizing funding that could be used to curb one of the largest source of neonate kittens admission to the shelter, as well as reduce nuisance behaviors that members of the public encounter when feral cats are left intact (i.e.: fighting among cats, spraying, reproducing, spread of feline disease, increased territory/roaming, etc.)

Staff Recommendation:

Staff is seeking concurrence to implement a TNR program using Population Control Funds. If approved, Animal Control will update its Standard Operating Procedures to include the program, making it accessible to anyone who cares for a feral cat within Kendall County and would include the spay/neuter surgery, microchip, and rabies vaccination for each cat as well as an ear tip so they can be identified as spayed/neutered from a distance by members of the community.