



COUNTY OF KENDALL, ILLINOIS
FINANCE AND BUDGET
Kendall County Historic Courthouse
110 W. Madison Street- 3rd Floor, Yorkville, IL 60560
Thursday, January 30, 2025 at 4:00 p.m.
MEETING AGENDA

1. Call to Order
2. Roll Call: Scott Gengler (Chairman), Brian DeBolt, Matt Kellogg, Seth Wormley, Ruben Rodriguez
3. Approval of Agenda
4. Approval of Minutes from September 26, 2024 Finance and Budget Committee Meeting ([p.2](#))
5. Approval of Claims
6. Committee Reports and Updates
 - A. Personnel Reports ([p.4](#))
 - B. ARPA Filing Update ([p.6](#))
 - C. Opioid Filing Update ([p.7](#))
7. New Committee Business
 - A. Appointment of Finance and Budget Committee Vice-Chair
 - B. **Motion Forward to County Board:** Approval of Ordinance Abating the Taxes levied for the Year 2024 Payable 2025 to Pay Debt Service on General Obligation Bonds (Alternate Revenue Source) Series 2016, 2017, 2019B for the County of Kendall, Illinois ([p.13](#))
 - C. **Motion Forward to County Board:** Approval of Budget Amendment for the Sheriff's Office and Corrections Command Staffs' Salary Adjustment in an amount not to exceed \$109,970 ([p.17](#))
 - D. **Motion (VV):** Approval of Senior Levy Award Process ([p.18](#))
 - E. **Motion (VV):** Approval of Opioid Applications ([p.28](#))
8. Old Committee Business
9. Chairman's Report
10. Public Comment
11. Executive Session
12. Items for Committee of the Whole
13. Action Items for County Board
14. 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
FINANCE & BUDGET COMMITTEE
Meeting Minutes for Thursday, September 26, 2024

Call to Order – Committee Chair Scott Gengler called the Finance & Budget Committee meeting to order at 5:46 p.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
Scott Gengler	Here		
Brian DeBolt	Here		
Matt Kellogg	Here		
Jason Peterson	Here		
Seth Wormley		5:50 p.m.	

With four (4) members present a quorum was established.

Staff Present – Christina Burns, Latreese Caldwell, Jennifer Karales

Approval of Agenda – Member Kellogg made a motion to amend the agenda; move New Committee Business item D in front of item A and change item E to Approval of the Fiscal Year 2025 tentative budget, second by Member DeBolt. **With four (4) members present voting aye, the motion carried by a vote of 4 - 0.**

Approval of Minutes – Member Kellogg made a motion to approve the minutes from August 29, 2024, second by Member Peterson. **With four (4) members present voting aye, the motion carried by a vote of 4 - 0.**

Committee Reports and Updates

- A. **Personnel Reports** - Treasurer Jill Ferko provided to the committee the Treasurer’s Employee Status Report and is included in the packet (Page 4). The committee did not engage in a discussion regarding this report.

New Committee Business

D. Discussion Grundy-Kendall Office of Education Annual Audit & Employee Compensation

Regional Office of Education Superintendent Chris Mehochko guided the committee's attention to page 16 of the provided packet. He reported that the FY24 audit has been concluded, and to his knowledge, there are currently no findings. Superintendent Mehochko has presented to the committee an explanation regarding the bonuses that were awarded to his employees last year. He clarified that the funds utilized for these bonuses were derived from interest earned on their accounts, with no county or grant money being involved. It is important to note that neither the superintendent nor the assistant superintendent received a bonus. He is proposing to implement a similar bonus distribution this year, with the current balance in the interest-earning accounts totaling \$24,000. This proposed bonus will be provided as a supplemental reward and is separate from regular compensation, to be shared evenly among the thirty employees. The committee concurred that this represents a judicious allocation of funds and acknowledged the significance of prioritizing employee welfare.

A. FY24-26 ARPA

Financial Analyst Jennifer Karales provided to the committee the American Rescue Plan overview of ARPA financial report (page 5 of packet). Ms. Karales plan is to reach out to those entities that still need to spend their ARPA funds. All funds must be spent by 2026.

B. Approval of FY2024 Opioid Fund Applications

Financial Analyst Jennifer Karales directed the committee to the two applications for opioid fund money (page 6 of packet). The first application is from the Health Department for \$18000.00, money will be used to replenish emergency kits, drug take-back disposal and funding media campaigns to prevent opioid misuse. The second application is from Judiciary for \$360.00 for mental health services to support people in treatment and recovery.

Member DeBolt made a motion for Approval of HHS Opioid Fund Application and the Judicial Opioid Fund Application, second by Member Peterson. **With five (5) members present voting aye, the motion carried by a vote of 5 - 0.**

C. Approval of Dan Polvere Director of Facilities increase in Credit Card Limit to \$8,000

Financial Analyst Jennifer Karales indicated that the increase is intended to support the Director of Facilities in the procurement of equipment for buildings, with the current limit set at \$5,000.00.

Member Kellogg made a motion for Approval of Dan Polvere Director of Facilities increase in Credit Card Limit to \$8,000, second by Member Wormley. **With five (5) members present voting aye, the motion carried by a vote of 5 - 0.**

E. Approval of the Kendall County Fiscal Year 2025 Tentative Budget

Financial Analyst Jennifer Karales indicated that the proposed budget currently reflects a deficiency of \$2.7 million. Following tonight's approval, it will be forwarded to the County Board and subsequently published in the newspaper and on the website for a period of 15 days. The committee will hold two additional meetings to work towards achieving a balanced budget, which will then require approval at the County Board meeting scheduled for November 3, 2024. The levies will be approved on November 11, 2024.

Member Kellogg made a motion for Approval of Kendall County Fiscal Year 2025 Tentative Budget to be forwarded to the next County Board, second by Member DeBolt. **With five (5) members present voting aye, the motion carried by a vote of 5 - 0.**

Old Committee Business – None

Chairman's Report – Chair Gengler thanked everyone for their work on the budget hearings and to all that attended those meetings last Friday.

Public Comment – None

Executive Session - None

Items for County of the Whole – None

Items for County Board

- Approval of the Kendall County Fiscal Year 2025 Tentative Budget

Adjournment – Member Peterson made a motion to adjourn the Finance and Budget Committee meeting, second by Member DeBolt. **With five (5) members present voting aye; the meeting was adjourned at 6:00 p.m. by a vote of 5 - 0.**

Respectfully submitted,
Sally A. Seeger
Administrative Assistant and Recording Clerk

Treasurer's Employee Status Report as of 01.10.25

Name	Department	Date	Job Title / Reason for Pay Change	Pay Rate	Budget Charged	GL Org
New Hires:						
Casey Gilkerson	FCM	12/16/2024	Maintenance II	\$62,000.00	FCM	11001001
Nicolas Garcia	FCM	12/16/2024	Maintenance I	\$50,000.00	FCM	11001001
Mykayla Pacewic	Sheriff	12/20/2024	Patrol Deputy	\$70,729.96	Sheriff	11002009
Joseph Melchiori	Sheriff	12/19/2024	Part-time Deputy	\$30.00 / hour	Sheriff	11002009
Andrew Griffin	Sheriff	12/30/2024	Patrol Deputy	\$70,729.96	Sheriff	11002009
Kevin Frazier	Sheriff	12/30/2024	Patrol Deputy	\$70,729.96	Sheriff	11002009
Raul Hernandez	Sheriff	12/30/2024	Patrol Deputy	\$70,729.96	Sheriff	11002009
Danielle Quirk	Sheriff	12/30/2024	Patrol Deputy	\$70,729.96	Sheriff	11002009
Melanie Karales	SAO	1/6/2025	Administrative Assistant	\$38,000.00	SAO	11002120
Juventino Aguirre	Sheriff	1/9/2025	Corrections Deputy	\$66,701.97	Corrections	11002010
Union/Step Increases:						
David Holle	Sheriff	12/9/2024	Increase from \$101,278.02 to \$101,590.02		Sheriff	11002009
Tyler Riffle	Sheriff	1/2/2025	Increase from \$106,758.90 to \$107,070.90		Sheriff	11002009
Zachary Tongate	Sheriff	1/2/2025	Increase from \$106,758.90 to \$107,070.90		Sheriff	11002009
Madalyn Burdick	Sheriff	1/5/2025	Increase from \$76,693.48 to \$80,839.28		Sheriff	11002009
William Kailus	Sheriff	1/2/2025	Increase from \$106,758.90 to \$107,070.90		Sheriff	11002009
Deon Little	Sheriff	1/10/2025	Increase from \$102,526.02 to \$102,838.02		Sheriff	11002009
Title / Salary Changes:						
Cassie Taylor	Corrections	12/21/2024	Promotion to Sgt.	\$108,051.85	Corrections	11002010
Nora Banales	Public Defender	12/16/2024	Part-Time to Full-Time	\$44,129.00	PD	11001719
Frank Pavlik	Sheriff	1/4/2025	Promotion to Sgt.	\$123,093.20	Sheriff	11002009
Shawn Mellish	Corrections	1/4/2025	Promotion to Sgt.	\$115,227.85	Corrections	11002010
Terminations:						
Samantha Mengel	Circuit Clerk	12/24/2024	Resignation		Circuit Clerk	11000314
Kristie Mondrella	FP	1/1/2025	Resignation		FP	190011
Maura McGraw	Public Defender	12/5/2024	Internship ended		PD	11001719
Bruce Orstead	FCM	1/4/2025	Retired		FCM	11001001
Diana LaValle	HHS	1/10/2025	Resignation		HHS	120513
Timothy Stevens	Probation	1/3/2025	Resignation		Probation	11001618

Name	Department	Date	Job Title / Reason for Pay Change	Pay Rate	Budget Charged	GL Org
Terminations:						
Shaina Martin	HHS	1/3/2025	Resignation		HHS	120513
Darin Peterson	HWY	1/10/2025	Termination		HWY	120207
Lenora Gillespie	Sheriff	1/4/2025	Resignation		Sheriff	11002009
Steve Curatti	HHS	1/10/2025	Retired		HHS	120513
Melanie Karales	Circuit Clerk	1/3/2025	Resignation		Circuit Clerk	11000314

[Introduction templates](#)[Recipient profile](#)[Project overview](#)[Subrecipient beneficiary contractors](#)[Subawards/ payments](#)[Expenditure](#)[Recipient summary](#)[Certification](#)

Certification

Project overview status

	Project status	Obligation status	Expenditure status
Complete	115	115	115
Incomplete	0	0	0

Review



Total adopted budget	Total obligations	Total expenditures
\$25,054,795.00	\$25,054,795.00	\$23,769,662.58

Remaining funding that will need to be returned to Treasury if not reported obligated by December 31, 2024
(Calculation based off of Total Allocation amount minus Total obligations)
(\$0.00)

Total number of projects: 115
Total number of subawards: 23
Total number of expenditures: 459

Federal Audit Clearinghouse (FAC)

Have you expended \$750,000 or more in federal award funds during your most recently completed fiscal year? ⓘ

Have you submitted a single audit or program specific audit report to the Federal Audit Clearinghouse (FAC)? ⓘ

Alternative Compliance Examination Engagement (ACEE)

[Help](#)

Record Details

Status
Submitted

Report Name
SLT-3551 - P&E Report - Q4 2024

Report Type
Project and Expenditure Report

Report Period
Quarter 4 2024 (October-December)

Reporting Period Start Date
10/1/2024

Reporting Period End Date
12/31/2024

Submission Deadline
1/31/2025 11:59 PM

Allocated Amount
\$25,054,795.00

[Unsubmit](#)

Local Government Unit Opioid Settlements Funds Quarterly Reporting Tool

1. Entity reporting

Enter the county or municipality. Begin typing the first letters to narrow the options available to you and select the appropriate option.

Kendall County

2. Respondent information

Enter information about the person completing this form.

2a. Respondent first name

Jennifer

2b. Respondent last name

Breault

2c. Respondent title

Finance and Budget Analyst

2d. Is an outside counsel, accounting firm, or other organization completing this form?

No

2e. Name of outside counsel, accounting firm, or other organization completing this form

3. Contact information

Enter the name, phone number, and email address for the individual we should contact for questions about this report.

3a. Contact first name

Jennifer

3b. Contact last name

Breault

3c. Contact title

Finance and Budget Analyst

3d. Contact phone number

630-553-4171

3e. Contact email address

jekarales@kendallcountyil.gov

4. Reporting period

Enter the calendar year and quarter for which you are reporting.

4a. Calendar year

2024

4b. Quarter

Quarter 4

5a. Total received

33050.53

6. Itemization of payments received

Itemize payments received in the quarter you are reporting.

Payment date

10/18/2024

Payment amount

18382.29

Source of payment

Unknown

Payment date

10/23/2024

Payment amount

14668.24

Source of payment

Unknown

7. Have opioid settlement funds been expended this quarter?

If you have expended funds in the quarter for which you are reporting, you will be asked to itemize approved and non-approved abatement expenditures in the following questions. These amounts must equal the total expenditures reported here for the quarter. If they do not, you will receive an error and must revise.

Yes

7a. Total expended

20112.43

8. Have opioid settlement funds been expended on approved abatement uses this quarter?

Yes

9. Itemization of approved abatement program expenditures

For each of your approved expenditures, report on the following.

Please note, you may report in an approved use category AND a core strategy category, and you are encouraged to do so when appropriate. However, you MUST report all approved expenditures in an approved use category.

If the expenditure can be applied to more than one approved use and/or core strategy, please select the strategy that most closely aligns with the primary objective of the expenditure. You can add further information in a text box at the end of this section.

9a. Approved use category (A-L)

Select the approved use category (A-L) that most closely aligns with the primary objective of the expenditure. Begin typing to narrow the options available to you and select the appropriate options. This field is required.

G. Prevent Misuse of Opioids

9b. Approved uses subparagraph

Select the approved use subparagraph (A-, B-, C-). If your approved use does not have a matching subparagraph, select "Other" and describe the expenditure in the available text box. Narrow your options by typing your category letter, followed by a dash (i.e. 'A-', 'B-', 'C-', and so on).

G-1. Funding media campaigns to prevent opioid misuse.

If you answered "Other," please describe:

9c. Core strategy category (A-I)

Select the core strategy, if applicable. If it is not a core strategy, then select "Not a Core Strategy."

G. Prevention Programs

9d. Core strategy subparagraph

Select a core strategy subparagraph. If you selected "Not a Core Strategy" in 9c, select "Not Applicable." Select "Other" if your core strategy does not have a matching subparagraph. Narrow your options by typing your category letter, followed by a dash (i.e. 'A-', 'B-', 'C-', and so on).

G-1. Funding for media campaigns to prevent opioid use (similar to the FDA's "Real Cost" campaign to prevent youth from misusing tobacco);

If you answered "other," please describe:

9e. Amount expended

12181.29

Do you believe that this expenditure could relate to other Approved Use or Core Strategy categories and sub-paragraphs? If so, please list and describe the other categories and sub-paragraphs below:

9f. Description of Use

This is used for Advertisement on the radio and in movie theaters

9a. Approved use category (A-L)

Select the approved use category (A-L) that most closely aligns with the primary objective of the expenditure. Begin typing to narrow the options available to you and select the appropriate options. This field is required.

B. Support People in Treatment and Recovery

9b. Approved uses subparagraph

Select the approved use subparagraph (A-, B-, C-). If your approved use does not have a matching subparagraph, select "Other" and describe the expenditure in the available text box. Narrow your options by typing your category letter, followed by a dash (i.e. 'A-', 'B-', 'C-', and so on).

B-1. Provide comprehensive wrap-around services to individuals with OUD and any co occurring SUD/MH conditions, including housing, transportation, education, job placement, job training, or childcare.

If you answered "Other," please describe:

9c. Core strategy category (A-I)

Select the core strategy, if applicable. If it is not a core strategy, then select "Not a Core Strategy."

J. Not a Core Strategy

9d. Core strategy subparagraph

Select a core strategy subparagraph. If you selected "Not a Core Strategy" in 9c, select "Not Applicable." Select "Other" if your core strategy does not have a matching subparagraph. Narrow your options by typing your category letter, followed by a dash (i.e. 'A-', 'B-', 'C-', and so on).

B-1. Increase distribution of MAR to individuals who are uninsured or whose insurance does not cover the needed service

If you answered "other," please describe:

9e. Amount expended

4247

Do you believe that this expenditure could relate to other Approved Use or Core Strategy categories and sub-paragraphs? If so, please list and describe the other categories and sub-paragraphs below:

9f. Description of Use

Provided help for resident at serenity house counseling.

9a. Approved use category (A-L)

Select the approved use category (A-L) that most closely aligns with the primary objective of the expenditure. Begin typing to narrow the options available to you and select the appropriate options. This field is required.

H. Prevent Overdose Deaths and Other Harms (Harm Reduction)

9b. Approved uses subparagraph

Select the approved use subparagraph (A-, B-, C-). If your approved use does not have a matching subparagraph, select "Other" and describe the expenditure in the available text box. Narrow your options by typing your category letter, followed by a dash (i.e. 'A-', 'B-', 'C-', and so on).

H-4. Enabling school nurses and other school staff to respond to opioid overdoses, and provide them with naloxone, training, and support

If you answered "Other," please describe:

9c. Core strategy category (A-I)

Select the core strategy, if applicable. If it is not a core strategy, then select "Not a Core Strategy."

H. Harm Reduction & Syringe Service Programs

9d. Core strategy subparagraph

Select a core strategy subparagraph. If you selected "Not a Core Strategy" in 9c, select "Not Applicable." Select "Other" if your core strategy does not have a matching subparagraph. Narrow your options by typing your category letter, followed by a dash (i.e. 'A-', 'B-', 'C-', and so on).

H-2. Other

If you answered "other," please describe:

9e. Amount expended

1599

Do you believe that this expenditure could relate to other Approved Use or Core Strategy categories and sub-paragraphs? If so, please list and describe the other categories and sub-paragraphs below:

9f. Description of Use

Bio Hazard Disposal

9a. Approved use category (A-L)

Select the approved use category (A-L) that most closely aligns with the primary objective of the expenditure. Begin typing to narrow the options available to you and select the appropriate options. This field is required.

G. Prevent Misuse of Opioids

9b. Approved uses subparagraph

Select the approved use subparagraph (A-, B-, C-). If your approved use does not have a matching subparagraph, select "Other" and describe the expenditure in the available text box. Narrow your options by typing your category letter, followed by a dash (i.e. 'A-', 'B-', 'C-', and so on).

G-3. Public education relating to drug disposal.

If you answered "Other," please describe:

9c. Core strategy category (A-I)

Select the core strategy, if applicable. If it is not a core strategy, then select "Not a Core Strategy."

G. Prevention Programs

9d. Core strategy subparagraph

Select a core strategy subparagraph. If you selected "Not a Core Strategy" in 9c, select "Not Applicable." Select "Other" if your core strategy does not have a matching subparagraph. Narrow your options by typing your category letter, followed by a dash (i.e. 'A-', 'B-', 'C-', and so on).

G-3. Funding for medical provider education and outreach regarding best prescribing practices for opioids consistent with the 2016 CDC guidelines, including providers at hospitals (academic detailing);

If you answered "other," please describe:

9e. Amount expended

2085.14

Do you believe that this expenditure could relate to other Approved Use or Core Strategy categories and sub-paragraphs? If so, please list and describe the other categories and sub-paragraphs below:

9f. Description of Use

For waste disposal and a drug take back event.

10. Total approved abatement expenditures for this quarter

20112.43

11. Have opioid settlement funds been expended on NON-abatement uses this quarter?

No

12. Itemization of any non-abatement expenditures for this quarter

For each of your non-abatement use expenditures, report on the following.

12a. Description of use

12b. Amount expended

13. Total of non-abatement expenditures



Kendall County Agenda Briefing

Meeting Type: Finance
Meeting Date: 1/30/2025
Subject: **Approval of an Ordinance Abating the Taxes Levies for the Year 2024 Payable 2025 to Pay Debt Service on General Obligation Bonds (Alternate Revenue Source)**
Prepared by: Latreese Caldwell, Deputy County Administrator
Department: Kendall County Administration

Action Requested:

Approve the abatement of taxes levied for 2024 to pay debt service on General Obligation Bonds (Alternate Revenue Source) Series 2016, 2017 & 2019B for the County of Kendall, Illinois

Board/Committee Review:

Finance and Budget Committee 1/30/2025

Fiscal impact:

Abate \$3,366,860 property taxes levied for 2024 to pay debt service for Series 2016, 2017, & 2019B General Obligation Bonds (Alternate Revenue Source).

Background and Discussion:

Series 2016 The County refunded 2008 prior bonds by the issuance of the Series 2016 General Obligation Refunding Bonds (Alternate Revenue Source) for the purpose of financing the expansion and renovation of the County Courthouse. The 2025 debt service on the Series 2016 Bonds in the amount of \$108,850 is payable from sales tax receipts, namely Public Safety Sales Tax receipts.

Series 2017 The County refunded 2009 prior bonds together with 2007B prior bonds by the issuance of the Series 2017 General Obligation Refunding Bonds (Alternate Revenue Source) for the purpose of financing the expansion and renovation of the County Courthouse. The 2025 debt service on the Series 2017 Bonds in the amount of \$3,001,250 is payable from sales tax receipts, namely Public Safety Sales Tax receipts.

Series 2019B The County refunded 2011 prior bonds by the issuance of the Series 2019B General Obligation Refunding Bonds (Alternate Revenue Source) for the purpose of construction of a new County office building (811 W. John Street). The 2025 debt service on the Series 2019B Bonds in the amount of \$256,760 is payable from sales tax receipts from the General Fund, fees from services from the Health Department Fund, and office rents.

Staff Recommendation:

Approve the abatement of taxes levied for 2024 to pay debt service on General Obligation Bonds (Alternate Revenue Source) Series 2016, 2017 & 2019B for the County of Kendall, Illinois .

Attachments:

ORDINANCE ABATING THE TAXES LEVIED FOR THE YEAR 2024 PAYABLE 2025 TO PAY DEBT SERVICE ON GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE) SERIES 2016, 2017, AND 2019B OF THE COUNTY OF KENDALL, ILLINOIS.

County of Kendall, Illinois

ORDINANCE NO. _____

ORDINANCE ABATING THE TAXES LEVIED FOR THE YEAR 2024 PAYABLE 2025 TO PAY DEBT SERVICE ON GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE) SERIES 2016, 2017, AND 2019B OF THE COUNTY OF KENDALL, ILLINOIS.

WHEREAS, the County Board (the “*Board*”) of The County of Kendall, Illinois (the “*County*”), by ordinance adopted:

Ordinance 16-05 (the “*Bond Ordinance*”) on the 5th day of April, 2016 which did provide for the issuance of not to exceed \$5,210,000 General Obligation Refunding Bonds (Alternate Revenue Source), **Series 2016** (the “*Bonds*”), and the levy of a direct annual tax sufficient to pay debt service on the Bonds; also

Ordinance 17-12 (the “*Bond Ordinance*”) on the 15th day of August, 2017 which did provide for the issuance of \$18,000,000 General Obligation Refunding Bonds (Alternate Revenue Source), Series 2017 (the “*Bonds*”) along with Supplemental Ordinance 17-21 (the “*Bond Ordinance*”) on the 3rd day of October, 2017 which did provide for the issuance of General Obligation Refunding Bonds (Alternate Revenue Source), **Series 2017** (the “*Bonds*”), and the levy of a direct annual tax sufficient to pay debt service on the Bonds; also

Ordinance 19-20 (the “*Bond Ordinance*”) on the 6th day of August, 2019 which did provide for the issuance of \$3,020,000 General Obligation Refunding Bonds (Alternate Revenue Source), **Series 2019B** (the “*Bonds*”), and the levy of a direct annual tax sufficient to pay debt service on the Bonds; and

WHEREAS, on:

The 5th day of April, 2016, a duly certified copy of Bond Ordinance 16-05 was filed in the office of the County Clerk of the County (the “*County Clerk*”); also

The 3rd day of October, 2017, a duly certified copy of Bond Ordinance 17-21 was filed in the office of the County Clerk of the County (the “*County Clerk*”); also

The 6th day of August, 2019, a duly certified copy of Bond Ordinance 19-20 was filed in the office of the County Clerk of the County (the “*County Clerk*”); and

WHEREAS, the County has Pledged Revenues (as defined in the Bond Ordinances) available for the purpose of paying debt service on the Bonds heretofore imposed by the 2024 levy; and

WHEREAS, the Pledged Revenues are hereby directed to be deposited into the "Debt Service Fund" established pursuant to the Bond Ordinances for the purpose of paying the debt service on the Bonds; and

WHEREAS, it is necessary and in the best interests of the County that the taxes heretofore levied for the year 2024 payable 2025 to pay the debt service on the Bonds be abated:

NOW, THEREFORE, Be It Ordained by the County Board of The County of Kendall, Illinois, as follows:

Section 1. Abatement of Tax for the Bonds. The tax heretofore levied for the year 2024 payable 2025 in Bond Ordinances 16-05 \$108,850; 17-21 \$3,001,250 and 19-20 \$256,760 shall be abated in its entirety.

Section 2. Filing of Ordinance. Forthwith upon the adoption of this ordinance, the Clerk of the Board shall file a certified copy hereof with the County Clerk and it shall be the duty of the County Clerk to abate said taxes levied for the year 2024 payable 2025 in accordance with the provisions hereof.

Section 3. Effective Date. This ordinance shall be in full force and effect forthwith upon its adoption.

Adopted this ____ day of February, 2025, by roll call vote as follows:

Ayes:

Nays:

Absent:

Chairman of the County Board of
County of Kendall, Illinois

ATTEST:

County Clerk
County of Kendall, Illinois

(SEAL)



Kendall County Agenda Briefing

Meeting Type: Finance
Meeting Date: 1/30/2025
Subject: Sheriff's Command Salaries
Prepared by: Christina Burns, County Administrator
Department: Administration

Action Requested:

Budget Amendment for Sheriff's and Correction Command Salaries

Board/Committee Review:

NA

Fiscal impact:

\$109,970

Background and Discussion:

The Sheriff's Office has recently settled most of its Collective Bargaining Agreements. The impact of those agreements brings patrol sergeant total expected pay close, and in some cases, above command staff pay. The Sheriff's Office is recommending implementation of a revised compensation structure to maintain competitiveness of these command positions, ensuring that the best available candidates are incentivized to apply to move to a higher leadership rank when such openings exist. If approved, the pay increases would be included in an upcoming budget amendment.

Staff Recommendation:

Approval of a Budget Amendment for Sheriff's and Correction's Command pay not to exceed \$109,970.

Attachments:

NA



Kendall County Agenda Briefing

Meeting Type: Finance
Meeting Date: 1/30/2025
Subject: Senior Levy Process
Prepared by: Jennifer Breault, Finance and Budget Analyst
Department: Administration

Action Requested:

Approval of Senior Levy Process

Board/Committee Review:

Approval of Senior Levy Award Process

Fiscal impact:

\$406,500 from property tax levy

Background and Discussion:

A total of \$406,500 from the FY2025 Budget will be allocated to organizations that assist seniors in Kendall County. Historically, eight organizations have submitted applications for these funds. The funding is sourced from the property tax levy. The application period will be open from January 31, 2025, to March 10, 2025. All submitted applications will be presented to the Finance Committee in March for final approval.

Staff Recommendation:

Staff recommends approval of application and process.

Attachments:

Senior Levy Application

Senior Levy Request History

**Kendall County Budget & Finance Committee
Senior Tax Levy Request History**

Tax Levy: **\$400,000** **\$400,000** **\$363,000** **\$363,000** **\$406,500**

Organization	FY 2021		FY 2022		FY 2023		FY 2024		FY 2025	
	Requested	Granted	Requested	Granted	Requested	Granted	Requested	Granted	Requested	Granted
Community Nutrition Network (CNN) & Senior Services Association	\$30,000	\$27,980	\$30,000	\$27,968	\$50,000	\$32,500	\$50,000	\$32,500		
Fox Valley Older Adult Services	60,000	59,952	60,000	59,926	60,000	60,000	65,000	60,000		
KC Health Department	80,000	56,958	80,000	56,934						
Kendall Area Transit (KAT)	30,000	30,000	30,000	30,000	40,000	45,500	50,000	45,500		
Oswegoland Seniors, Inc.	84,500	76,918	84,500	76,884	100,000	75,000	100,000	75,000		
Prairie State Legal Service	10,500	9,980	10,500	9,975	10,000	10,000	10,000	10,000		
Senior Services Associates, Inc.	129,000	125,855	129,000	125,801	129,000	128,000	129,000	128,000		
VNA Health Care	12,000	11,976	12,000	11,970	15,000	12,000	13,000	12,000		
TOTALS	\$436,000	\$399,618	\$436,000	\$399,459	\$404,000	\$363,000	\$417,000	\$363,000	\$0	\$0

Beg. Fund Balance	\$0	\$0	\$0	\$0	\$0
Revenue	399,618	399,459	363,000	363,000	406,500
Annual Disbursement	-399,618	-399,459	-363,000	-363,000	0
Ending Fund Balance	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$406,500</u>

TIMELINE (tentative)

January 31, 2025	Admin Services sends Letters & Emails to Previous Applicant Organizations; post in newspaper
March 10th, 2025 @ 4pm	organization application and budgets due in Admin Services
March 27, 2025	Finance Committee Review of Application Packets
April 24, 2025	Finance Committee Review of Application Packets Forward Resolution to County Board Determine dates in 2Q to have applicants present to Committee/COW
May 6, 2025	Senior Levy Resolution Approved by County Board
May 7, 2025	Admin Services sends Award letters to Organizations (copy of Resolution & letters to Treasurer)
Approx. July 2025	1st Distribution of Senior Levy Tax
Approx. October 2025	2nd Distribution of Senior Levy Tax
Approx. Nov 2025	Final Distribution of Senior Levy Tax



**KENDALL COUNTY, ILLINOIS
SENIOR TAX LEVY
AGENCY FUNDING REQUEST APPLICATIONS**

Date _____

Name of Agency Requesting Funds _____

Name of Executive Director _____

Name & Title of Contact Person _____

Agency Address _____

Phone _____ Ext: _____

Fax _____

Email _____@_____

THIS COMPLETED APPLICATION INCLUDING
YOUR AGENCY'S MOST RECENT FISCAL BUDGET AND
AUDITED FINANCIAL STATEMENTS MUST BE SUBMITTED
NO LATER THAN 4:00 P.M. ON MONDAY, MARCH 10, 2025

EMAIL TO: **KENDALL COUNTY FINANCE COMMITTEE**
at **KCAdmin@kendallcountyil.gov**

CHANGES TO THIS APPLICATION FORMAT WILL NOT BE ACCEPTED

**PRESENTATIONS MAY OR MAY NOT BE SCHEDULED BY THE FINANCE & BUDGET
COMMITTEE, IF PRESENTATIONS ARE SCHEDULED, YOU WILL BE NOTIFIED OF
THE PRESENTATION DATE AND SCHEDULE**

AGENCY INFORMATION

- a) Name of agency requesting funds: _____
- b) Type of organization: (Click one)
- c) Number of years serving Kendall County senior residents: _____
- d) Counties served: (list all) _____
- e) Agency fiscal year: _____ / _____ to _____ / _____
month/year month/year

BUDGET INFORMATION

- a) Amount requested: \$ _____
- b) Amount requested previous year: \$ _____
- c) Amount awarded previous year: \$ _____
- d) Amount your agency expends to transport Kendall County seniors: \$ _____
- e) Agency Budget Summary:
- Agency's Total Revenue previous fiscal year: \$ _____
- Agency's Total Expenditures previous fiscal year: \$ _____
- f) Percentage of grant funds allocated to administrative costs and employee benefits: _____ %
- g) **Attach a copy of your agency's most recent Fiscal Budget and Audited Financial Statements.**
- h) Describe any budgetary concerns, impacts of state budget cuts, or decreases in other grant funding that directly impact your agency's services to Kendall County seniors:

i) Describe specific reductions in services to Kendall County seniors if your agency is not granted the requested funds from the Senior Tax Levy:

j) List your agency's fundraising efforts in the past two years:

Year	Type of Activity	Budgeted Goal	Amount Raised
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____

k) List your agency's other grant requests in the past two years:

Year Received	Funding Source	Grant Program	Amount Requested	Amount Awarded
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____

SENIOR CLIENT INFORMATION

	<u>Fiscal Year</u> Current	<u>Fiscal Year</u> Next
a) Number of senior clients in Kendall County	_____	_____
b) Number of senior service hours in Kendall County	_____	_____
c) Number of Kendall Co. senior clients on waiting list	_____	_____
d) Number of Kendall County senior clients served at or below 150% of official poverty level	_____	_____

e) List the number of individual Kendall County seniors served by each of your agency's programs:

Number of individual seniors served _____
Senior Programs Offered (Unduplicated Stats)

_____	_____
_____	_____
_____	_____

PROGRAM SERVICE INFORMATION

a) Summarize how requested funds will be used by your agency to promote senior independence:

b) Briefly describe your agency's senior programs and services in Kendall County that are not duplicated by another agency:

c) Summarize the strength of your agency's senior programs and services:

- d) List the number of full time staff, part time staff and volunteers with corresponding job titles your agency dedicates to serve Kendall County seniors (ex. 2 full time Case Managers, 4 part time Program Managers, 1 Volunteer Receptionist, 3 part time Drivers, 1 Volunteer Driver):**
- e) List hours of senior program operation and current capacity to increase program, based on current staffing and funding:**
- f) List the dollar amount of all program fees seniors must pay to receive your agency's services and explain how the fee is determined:**
- g) Describe any duplicate senior services provided by your agency and explain why the duplication is occurring and remains justifiable:**
- h) Describe your agency's collaboration with other agencies serving seniors in Kendall County:**

i) Explain any significant senior program changes your agency made last year and/or is planning to make next year:

j) List future goals for your senior program(s):

k) How do you measure the following?

Community needs:

Attainment of program goals:

Client outcomes:

KENDALL COUNTY SENIOR TAX LEVY APPLICATION FOR FUNDING
APPLICANT'S CERTIFICATIONS AND ASSURANCES

1. By signing below, the undersigned certifies that he/she is duly authorized to sign this application on the applicant's behalf.
2. This application has been duly authorized by the governing body of the applicant's organization. If awarded grant funds, the applicant agrees to comply with all regulations and guidelines applicable to the grant award.
3. By signing below, the undersigned certifies that, to the best of his or her knowledge and belief, all information provided in this grant application and its attachments are true and correct.
4. The applicant understands and agrees that this application is a public document and may be subject to disclosure pursuant to the Illinois Freedom of Information Act.
5. Applicant agrees that Kendall County reserves the right to terminate or modify a grant award at any time for any or no reason.
6. If awarded senior tax levy grant funds, the applicant shall use the grant funds only for the purposes as set forth in the applicant's grant application, unless the applicant receives prior written approval from Kendall County to use the grant funds for another purpose. Kendall County reserves the right to require the applicant to repay any or all awarded grant funds not used in accordance with the applicant's grant application.
7. The applicant shall not discriminate against any client, employee and/or any other person on the basis of race, color, sex, national origin, ancestry, religion, age, marital status, order of protection status, military status, veteran status, unfavorable discharge from military service, sexual orientation, pregnancy, genetic information, disability and/or any other basis prohibited by federal, state and/or local laws, regulations and ordinances.
8. The applicant agrees to maintain a fiscal accountability and management system, which documents and traces all of the applicant's revenues and expenditures. The applicant shall provide Kendall County and its authorized representatives with access to any and all of the applicant's records, which are reasonably necessary for Kendall County to confirm the applicant uses the grant funds pursuant to the applicant's grant application. The applicant shall be responsible for preparing any and all reports requested by Kendall County to assist Kendall County in auditing the applicant's use of the grant funds.
9. Applicant shall retain all records regarding use of grant funds for a period of three years after receipt of the funds from Kendall County.
10. Applicant shall have an annual audit performed by an independent public accountant, certified and licensed by the State of Illinois, which is conducted in accordance with *Government Auditing Standards*. Applicant shall provide Kendall County with a copy of the applicant's audit findings within seven (7) calendar days after receipt of Kendall County's request.
11. Applicant certifies to the best of its knowledge and belief, that:
 - a. Applicant is not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal or State agency and/or any unit of local government.

- b. Within a three-year period preceding the submission of this grant application, the applicant and/or its principals have not been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
 - c. Applicant and its principals are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in part (b) of this certification.
 - d. Within a three-year period preceding the submission of this grant application, the applicant has not had one or more public transactions (Federal, State or local) terminated for cause or default.
 - e. Applicant is not barred from contracting with a unit of the State or local government as the result of a violation of Section 33E-3 or 33E-4 of the Criminal Code of 1961 of the laws of the State of Illinois. These violations concern the criminal offenses of bid-rigging, bid rotating, or kickback in regard to public contracts.
12. Applicant agrees to comply with all relevant provisions of the Drug Free Work Place Act (30 ILCS 580/1 et seq.), the Americans with Disabilities Act (42 U.S.C. 12101 et Seq.) and all other applicable Federal and State laws and regulations.
13. Applicant shall indemnify, hold harmless and defend with counsel of Kendall County's own choosing, Kendall County, its officials, officers, employees, including their past, present, and future board members, elected officials and agents from and against all liability, claims, suits, demands, proceedings and actions, including costs, reasonable fees and expense of defense, arising from, to, any loss, damage, injury, death, or loss or damage to property (collectively, the "Claims"), to the extent such Claims result from the applicant's negligent or willful acts, errors or omissions in its operations and/or the use of the grant funds. Nothing contained herein shall be construed as prohibiting Kendall County, its officials, directors, officers, agents and employees, from defending through the selection and use of their own agents, attorneys and experts, any claims, suits, demands, proceedings and actions brought against them. Pursuant to Illinois law, 55 ILCS 5/3-9005, any attorney representing Kendall County, under this paragraph, shall be approved by the Kendall County State's Attorney and shall be appointed a Special Assistant State's Attorney, as provided in 55 ILCS 5/3-9005. Kendall County's participation in its defense shall not remove the applicant's duty to indemnify, defend, and hold Kendall County harmless, as set forth above.

With my signature, I am certifying and assuring compliance with numbers 1 through 13 above.

Agency Name

Date

Authorized Signature

Title

Opioid Application Project Application Internal

1. Date: 1/6/2025
2. Applicant Name: Vanessa Melendez
3. Department: Judiciary

4. Budget

Overall Budget	
0	A. Treat Opioid Use Disorder (OUD)
3,000	B. Support People in Treatment and Recovery
0	C. Connect People Who Need Help To The Help They Need (Connections To Care)
0	D. Address The Needs of Criminal Justice-Involved Persons
0	E. Address The Needs Of Pregnant Or Parenting Women And Their families, Including Babies With Neonatal Abstinence Syndrome
0	F. Prevent Over-Prescribing And Ensure Appropriate Prescribing And Dispensing Of Opioids
0	G. Prevent Misuse of Opioids
0	H. Prevent Overdose Deaths and Other Harms (Harm Reduction)
0	I. First Responders
0	J. Leadership, Planning and Coordination
0	K. Training
0	L. Research
<u>3,000</u>	TOTAL

Brief description of recipient's approach on how they would use the opioid funds.

Kendall County Drug Court is requesting funds for Sober Living fees/Halfway House fees for 3 individuals in the program so that they can continue focusing on their treatment and recovery while at the Sober Living/halfway house and build long-term stability. While remaining at the sober living these individual swill receive wrap around services to address their treatment needs for a total request in this category of \$3,000

Opioid Application Project Application Internal

1. Date:
2. Applicant Name:
3. Department:

4. Budget

Overall Budget

- A. Treat Opioid Use Disorder (OUD)
- B. Support People in Treatment and Recovery
- C. Connect People Who Need Help To The Help They Need (Connections To Care)
- D. Address The Needs of Criminal Justice-Involved Persons
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- F. Prevent Over-Prescribing And Ensure Appropriate Prescribing And Dispensing Of Opioids
- G. Prevent Misuse of Opioids
- H. Prevent Overdose Deaths and Other Harms (Harm Reduction)
- I. First Responders
- J. Leadership, Planning and Coordination
- K. Training
- L. Research

_____ TOTAL

Description:

The medication to treat HIV is extremely expensive. The Sheriff's Office has spent an average of \$12,084.81 per year average through 2020, 2021, 2022 and 2023. We have an obligation to provide treatment to people in our custody who are HIV positive as a result of their addiction. We would like to offset the cost to the county with funds from this settlement. Due to the nature of our business, we cannot predict which month we will have someone incarcerated who is in need of the medication. In 2023, our expenditures were \$12,455.00 over a 3 month period.

The Sheriff's Office is also obligated to provide HIV testing to any person in custody who requests testing. If we were able to offset the cost of testing supplies with money from this settlement, we would be able to promote the availability of testing more aggressively with the long term goal of preventing the spread of HIV in our community.