

COUNTY OF KENDALL, ILLINOIS
ECONOMIC DEVELOPMENT & ADMINISTRATION COMMITTEE
Meeting Minutes for Thursday, December 18, 2024 at 5:30 p.m.

Call to Order: The meeting was called to order by Committee Chair Dan Koukol at 5:30 p.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
Dan Koukol	Here		
Scott Gengler	Here		
Elizabeth Flowers	Here		
Brooke Shanley	absent		
Seth Wormley	Here		

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

Staff Present: Christina Burns, Jennifer Breault, Matt Asselmeier, Roger Bonuchi, Taylor Cosgrove, Brianna Falk, Todd Volker

Approval of Agenda – Member Flowers made a motion to approve the agenda, second by Member Wormley. **With four (4) members voting aye, the motion was carried by a vote of 4 - 0.**

Approval of Minutes – Member Gengler made a motion to approve the September 18, 2024 Committee Meeting minutes, second by Member Flowers. **With four (4) members voting aye, the motion was carried by a vote of 4 - 0.**

Committee Reports and Updates

- A. Animal Control Department Update** – Director of Animal Control, Taylor Cosgrove, presented the monthly reports to the committee, beginning on page 5 of the provided packet. She noted a decrease in the population at their facility, which now houses 20 cats and 19 dogs, indicating a positive development. She noted that a volunteer created a “little library style” pet food pantry, the goal will be to get it installed in front of the Animal Control building in the spring. The pantry could be used by the community to drop off donations and also take food/supplies if they are in need. Animal Control is in the interview process for a new part-time kennel technician, she feels like they have some good candidates. The installation of fire alarms installed, and the carbon monoxide detectors had been installed in early December. A question was asked if they track how many people visit the facility, Ms. Cosgrove said they do require the public to sign a waiver when they come into the facility and GIS also has created a dashboard that they can use to track visitors.
- B. Emergency Management Agency Update** – Director of Emergency Management Roger Bonuchi presented an update on Emergency Management Agency (EMA) activities to the committee, as detailed on page 17 of the packet. He highlighted that the State is proposing amendments to the EMA Administrative Rule (Part 301). A significant and positive change is the proposal to extend the re-accreditation cycle from the current two years to three years. However, there may be adjustments to the formula for distributing grant funds to the counties, raising concerns that Kendall County may not receive the same allocation as in previous cycles. Mr. Bonuchi will engage in further discussions with other county EMA directors and will keep the committee updated.
- C. Kendall Area Transit Update** – PCOM/Finance & Budget Analyst Jennifer Breault guided the committee to page 19 of the packet for her written report. She highlighted the continued efforts to engage municipalities and encourage them to enhance their contributions to the Kendall Area Transit (KAT) program. Additionally, all buses are set to be rebranded with the new logo in the upcoming year. KAT is also awaiting the arrival of two buses from the Illinois Department of Transportation (IDOT).

- D. Revolving Loan Status Update** – Finance and Budget Analyst Jennifer Breault provided the committee with an update on the status of the Revolving Loans. Ms. Breault reported that two of the loans are currently in arrears. The first, Lucky's Beef n Dog has not had any payments since July. In October, staff attempted to contact the owners via certified mail, which was refused and subsequently returned. Ms. Breault seeks guidance from the committee regarding the next steps staff should take concerning the revolving loan. The second loan currently in arrears pertains to Camp Muddy Paws. The owner has contacted County Administrator Christina Burns and requested a deferral of the overdue amount until the end of the loan term, while continuing to make regular payments. It is important to note that this request would not modify the loan in any way. Ms. Breault is seeking the committee's consensus on whether this is a feasible course of action for staff to undertake. The committee has reached a consensus to approve the accommodation for Camp Muddy Paw's. Both Grace Holistic and The Law Office loans are currently up to date. Grace had been permitted to make interest-only payments for a limited period; however, full payments will recommence in January. The committee continued its discussions regarding potential options for the revolving loan for Lucky's Beef n Dog.
- E. Economic Development Update** – Todd Volker, the Economic Development Coordinator, guided the committee's attention to page 21 of the meeting packet, which outlines his monthly activities. He highlighted three primary projects currently underway: the update of the 2025 calendar of events, the continued progress of the *Made in Kendall* program, and the KEDA summer internship outreach initiative. Mr. Volker has secured six internship positions thus far and aims to achieve a total of 10 to 15 positions.

New Committee Business

A. Allocation of Estate Donations to Animal Control

Director of Animal Control, Taylor Cosgrove, briefed the committee that Animal Control received a \$10,000 donation recently. She has proposed to divide the money into three funds; \$5000 for medical fund, \$3500 for the spay-neuter fund, and \$1500 into the microchip program fund. The committee is in consensus with this distribution of the gift.

B. Discussion of adopting a County wide Trap-Neuter-Release program for cats

Director of Animal Control, Taylor Cosgrove, briefed the committee that Animal Control (AC) that this program has been in the works for many years. Animal Control is trying to create a solution to the feral cat population in Kendall County. Feral cats create many issues including complaints from the community, nuisance animal behavior, property damage, and litters of kittens that get brought to Animal Control. In the Trap-Neuter-Release (TNR) program any community member, volunteer or landowners can live-trap the feral cat and bring them to AC to be spay/neutered, rabies vaccinated, ear-tipped and microchipped before being released. The current voucher program would pay for the sterilization of feral cats, no new fund would need to be set-up. According to Ms. Cosgrove, per state statutes the policy needs to be formally adopted by Kendall County. Consensus is to bring the formal policy to the next Committee of the Whole for full board approval.

C. Discussion and Approval of Kendall Area Transit IL Downstate Operating Assistance (DOAP) Grant Financial Report June 30, 2024

Jennifer Breault reported that Mack & Associates completed the audit for Kendall Area Transit grants for the period July 1, 2023- June 30, 2024 and directed the committee to page 22 of the packet provided. All Kendall Area Transit grants received a clean audit, this means that in the opinion of the auditor, the financial reports present fairly, in all material respects, the revenues and expensed in accordance with the financial reporting provisions of the IL Department of Transportation (IDOT) division of Public and Intermodal Transportation.

Member Wormley made a motion for the Approval of Kendall Area Transit IL Downstate Operating Assistance (DOAP) Grant Financial Report June 30, 2024 and to forward to County Board meeting, second by Member Flowers. **With four (4) members voting aye, the motion was carried by a vote of 4- 0.**

D. Discussion and Approval of Kendall Area Transit Section 5311 Grant Financial Report June 30, 2024

Member Flowers made a motion for the Approval of Kendall Area Transit Section 5311 Grant Financial Report June 30, 2024 and to forward to County Board meeting, second by Member Gengler. **With four (4) members voting aye, the motion was carried by a vote of 4 - 0.**

E. Discussion and Approval of Kendall Area Transit Coronavirus Aid, Relief, and Economic Security Act (CARES) Grant Financial Report June 30, 2024

Member Wormley made a motion for the Approval of Kendall Area Transit Coronavirus Aid, Relief, and Economic Security Act (CARES) Grant Financial Report June 30, 2024 and to forward to County Board meeting, second by Member Flowers. **With four (4) members voting aye, the motion was carried by a vote of 4 - 0.**

F. Discussion of Made in Kendall

Todd Volker, the Economic Development Coordinator provided an update on the Kendall County *Made in Kendall* program. He currently has received nine nominations for products made in the County. The current procedures do not delineate who scores and determines what products are eligible for awards. Staff is recommending representatives from EDA, other County Board members, staff, manufacturing experts and/or economic development professionals fill this role. A discussion was held regarding potential candidates to serve on the selection committee and a timeline for selection.

Old Committee Business - None

Chairman's Report – Chair Koukol reported that he attended the ribbon-cutting ceremony for the opening of Johnson and Ridge Road. The Chairman has also been working with Todd Volker and collaborating on economic development possibilities in the county.

Public Comment - Miranda Marshall-Faulkner addressed the County regarding her family's concerns and inquired whether they would be willing to collaborate with her family on the repayment of the lien placed on the property owned by her parents.

Items for the Committee of the Whole Meeting

- County-wide Trap-Neuter-Release program for cats

Action Items for County Board

- Kendall Area Transit IL Downstate Operating Assistance (DOAP) Grant Financial Report June 30, 2024
- Kendall Area Transit Section 5311 Grant Financial Report June 30, 2024
- Kendall Area Transit Coronavirus Aid, Relief, and Economic Security Act (CARES) Grant Financial Report June 30, 2024

Executive Session - Committee went into Executive Session for the purpose of discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

All members returned to regular session at 6:27 p.m.

Adjournment – Member Flowers made a motion to adjourn, second by Member Gengler. **With four (4) members present voting aye; the meeting was adjourned at 6:30 p.m.**

Respectfully submitted,
Sally A. Seeger/Recorder-Administrative Assistant