



Kendall County Board Agenda
Adjourned June Meeting
Kendall County Historic Courthouse
110 W. Madison St, Yorkville, IL 60560
Tuesday, July 15, 2025, at 9:00 AM

1. Call to Order
2. Pledge of Allegiance
3. Invocation
4. Roll Call
5. Determination of a Quorum
6. Approval of Agenda
7. Special Recognition
8. Public Comment
9. Consent Agenda
 - A. Approval of County Board minutes from June 3, 2025 & June 17, 2025 (Pg.3)
 - B. Approval of Standing Committee Minutes (Pg.9)
 - C. Approval of claims in the amount of \$1,859,669.74 from June 30, 2025 & \$1,557,288.21 from July 15, 2025
 - D. Approval of a Resolution Authorizing the Execution of a Mutual Aid Agreement with the Illinois Coroners and Medical Examiners Association (Pg.16)
 - E. Authorization to purchase County Courthouse X ray machine with HI-TIP threat protection, training, shipping, installation and four years of maintenance for \$56,435.00 (Pg.17)
 - F. Approval of Chicago HIDTA Finance Specialist Contract with Kendall County as the Fiduciary Agent effective July 21, 2025, through July 22, 2027, in the annual amount of \$91,770 with increases by Congress.
 - G. Approval of an Intergovernmental Agreement between the Township of Oswego and the County of Kendall for the TransUnion TLOxp Program for a Period of Two Years at a Cost of \$600 Annually Paid by Kendall County to Oswego Township (Pg.27)
 - H. Approval of the Revised Vacation Policy (Section 8.2 of the Kendall County Employee Handbook) (Pg.36)
 - I. Approval of Resolution authorizing the use of eminent domain to acquire certain parcels of land for roadway purposes along Ridge Road between Holt Road and Black Road in Kendall County, Illinois (Pg.40)
 - J. Approval of Preliminary Engineering Services Agreement between Kendall County and HR Green for Phase 2 Engineering Services at the Galena Road – Rock Creek Road intersection in an amount not to exceed \$62,005.61 (Pg.46)
 - K. Approval of increased FY25 Budget Appropriation for the County Clerk Recorders Document Storage Fund, Salaries – Deputy Clerks 132806 51040 and the County Clerk Recorder GIS Fund, Salaries – Deputy Clerk 132906 51040 in a sum total amount not to exceed \$7,000 (Pg.65)
 - L. Approval of Resolution Authorizing Accounts Payable Policy (Pg.67)
10. New Business
11. Elected Officials and Department Reports
 - A. Sheriff (Report included in packet) (Pg.80)
 - B. County Clerk and Recorder
 - C. Treasurer (Report included in packet) (Pg.88)
 - D. Clerk of the Court (Report included in packet) (Pg.89)
 - E. State's Attorney
 - F. Coroner (Report included in packet) (Pg.97)
 - G. Health Department
 - H. Supervisor of Assessments
 - I. Regional Office of Education
 - J. EMA
 - K. Public Defender (Report included in packet) (Pg.100)
 - L. VAC (Report included in packet) (Pg.102)
12. Standing Committee Reports
 - A. Finance & Budget
 - i. Approval of the amended Fiscal Year 2024 General Fund Balance Reserve 7-months Transfers Out for the amount of \$5,920,810 (Pg.105)

- ii. Approval of Ordinance Authorizing a Budget Amendment to the Kendall County Fiscal Year 2025 Budget ([Pg.107](#))
- iii. Approval of Resolution Regarding the Kendall County State's Attorney's Salary Effective July 1, 2025 in the amount of \$219,325.62 ([Pg.116](#))
- iv. Approval of Resolution Establishing the Kendall County Sheriff's Salary Effective July 1, 2025 in the amount of \$175,460.50 ([Pg.118](#))
- v. Approval of Resolution Establishing the Kendall County Public Defender's Salary Effective July 1, 2025 in the amount of \$197,393.06 ([Pg.120](#))

13. Special Committee Reports

14. Liaison Reports

15. Other Business

16. Chairman's Report

Appointments

Bernie Moe – Big Slough Drainage District- Remainder of term- Expires September 2028

Erik A Gauss – Housing Authority – 5yr Term- Expires July 2030

Daren Peterson – Merit CMS – 5yr Term- Expires July 2030

Richard Whitfield – Zoning Board of Appeals – 5yr Term – Expires July 2030

17. Public Comment

18. Questions from the press

19. Executive Session

20. 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

**KENDALL COUNTY BOARD
ADJOURNED SEPTEMBER MEETING
June 3, 2025**

STATE OF ILLINOIS)
) SS
COUNTY OF KENDALL)

The Kendall County Board Meeting was held at the Kendall County Historic Courthouse, 110 W Madison St, in the City of Yorkville on Tuesday, June 3, 2025, at 6:00 p.m. The Clerk called the roll. Members present: Chairman Matt Kellogg, Zach Bachmann, Brian DeBolt, Dan Koukol, Jason Peterson, Ruben Rodriguez, Brooke Shanley and Seth Wormley. Member(s) absent: Elizabeth Flowers and Scott Gengler.

The Clerk reported to the Chairman that a quorum was present to conduct business.

PLEDGE OF ALLEGIANCE

Chairman Kellogg led the Pledge of Allegiance.

INVOCATION

Ruben Rodriguez gave the invocation.

THE AGENDA

Member Peterson moved to approve the agenda. Member Shanley seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

PUBLIC COMMENT

Ronald Mund spoke about his concerns at the intersection of Route 34 and Tuma with the new Costco building.

Nina Swisteria spoke about the stray bullets that struck her home.

Mike Krempski spoke about the Pledge of Allegiance and the Constitution.

CONSENT AGENDA

Member Peterson moved to approve the consent agenda. Member Koukol seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion Carried.**

- A. Approval of County Board minutes from May 6, 2025
- B. Approval of Committee Minutes
- C. Approval of Claims in the amount of \$2,804,387.03 from May 31, 2025
- D. Approval of Intergovernmental Agreement between County of Kendall and KenCom Executive Board/KenCom Operations Board for the purchase and Maintenance of a Toshiba UPS System

C) COMBINED CLAIMS: ADMIN \$504.33; ANML CNTRL \$11,136.50; ASSESS \$43.63; CIR CLK \$4,035.12; CIR CRT JDG \$2,290.23; CRNER \$327.59; CNTY ADMIN \$12,419.50; CNTY BRD \$1,399,427.83; CNTY CLK \$3,403.28; HIGHWAY \$1,056,330.71; ELCTNS \$316.97; FCLT MGMT \$27,253.83; GIS \$42.32; HLTH & HMN SRV \$97,689.72; HR \$42.32; JURY \$53.68; MERIT \$564.00; PBZ \$779.00; PROB SPVSR \$2,462.33; PUB DEF \$1,275.27; ROE \$567.56; SHRF \$14,856.17; ST ATTNY \$1,410.39; TECH \$10,347.55; UTIL \$40,127.75; VET \$2,650.00; FORST \$204,597.26; SHRF \$79,588.64; SHRF \$34,440.81.

D) A complete copy of IGAM 25-34 is available in the Office of the County Clerk.

STANDING COMMITTEE REPORTS

Finance

County Engineer's Salary

Member Peterson moved to approve the County Engineer's Salary. Member DeBolt seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of Resolution 25-20 is available in the Office of the County Clerk.

Member Koukol moved to approve the Resolution to Rescind Resolution 2025-13 County Engineer Salary Application. Member Bachmann seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

SPECIAL COMMITTEE REPORTS

Connect Kendall County Commission

Member Shanley moved to approve the Grant Agreement No. 24-031033 between the State of Illinois, Department of Commerce and Economic Opportunity and County of Kendall. Member DeBolt seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Member Shanley moved to approve the Grant Agreement No.24-031065 between the State of Illinois, Department of Commerce and Economic Opportunity and County of Kendall. Member Rodriguez seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

Member Shanley moved to approve the Resolution approving: (1) The establishment of a 63-20 relationship with Fox Fiber, NFP ("CORPORATION"); (2) The issuance and sale of certain revenue bond in one or more series by the Corporation; (3) Certain documents and agreements relating to those revenue bonds and the project; (4) The acceptance of legal title to the project upon discharge or retirement of the bonds; (5) The authorization of the authorized officer of the County of Kendall, Illinois to take certain actions in connection with the foregoing; and (6) the establishment of an effective date. Member Wormley seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of Resolution 25-21 is available in the Office of the County Clerk.

Member Shanley moved to approve the Comprehensive Development Agreement between Kendall County and Fox Fiber NFP. Member DeBolt seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of IGAM 25-35 is available in the Office of the County Clerk.

EXECUTIVE SESSION

Member DeBolt made a motion to go into Executive Session for (1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity, (2) collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees and (11) litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. Member Peterson seconded the motion. Chairman Kellogg asked for a roll call vote on the motion. All members present voting aye. **Motion carried.**

ADJOURNMENT

Member Rodriguez moved to adjourn the County Board Meeting until the next meeting scheduled. Member Peterson seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

Approved and submitted this 5th day of June 2025.

Respectfully submitted by,
Debbie Gillette
Kendall County Clerk

**KENDALL COUNTY BOARD
REGULAR JUNE MEETING
June 17, 2025**

STATE OF ILLINOIS)
) SS
COUNTY OF KENDALL)

The Kendall County Board Meeting was held at the Kendall County Historic Courthouse, in the City of Yorkville on Tuesday, June 17, 2025, at 9:00 a.m. The Clerk called the roll. Members present: Matt Kellogg, Brian DeBolt, Elizabeth Flowers, Scott Gengler, Dan Koukol, Jason Peterson, Ruben Rodriguez, Brooke Shanley, and Seth Wormley. Member(s) absent: Zach Bachmann.

The County Clerk reported to the Chairman that a quorum was present to conduct business.

PLEDGE OF ALLEGIANCE

Chairman Kellogg led the Pledge of Allegiance.

INVOCATION

Jordan Gash gave the invocation.

THE AGENDA

Member Shanley moved to approve the agenda. Member Rodriguez seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

SPECIAL RECOGNITION

Citizen of the Year

Dr Jeff Schutt received the Citizen of the Year Award.

Member Koukol moved to approve the agenda. Member DeBolt seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of Resolution 25-23 is available in the Office of the County Clerk.

Youth Academy

Members of the 2025 Youth Academy were introduced.

PUBLIC COMMENT

Irena Svenka spoke about gunfire practically in her backyard. She witnesses the neighbor shooting and does not feel safe; she would like to have gunfire restricted near residential areas.

Jim Voudrie spoke about the neighbor shooting in the backyard from their deck and urged the county to adopt an ordinance to keep them safe from accidental discharges.

Nina Swisteria informed the board of the number of cases that involved bullets hitting homes and asked that the board pass something to keep the residents safe.

Ian Mika spoke about the bullet that came into his garage, something needs to be done.

CONSENT AGENDA

Member Rodriguez moved to approve the consent agenda.

- A. Approval of County Board meeting minutes from May 20, 2025
- B. Approval of Committee Meeting minutes
- C. Approval of Claims not to exceed the amount of \$2,133,994.84
- D. Approval of Revised Kendall Conty Employment Application
- E. Approval of New Kendall County Credit Policy (Section 4.14 in the Kendall County Handbook)
Effective July 1, 2025
- F. Approval of a Resolution Fixing Voting Precincts and Districts in the County of Kendall, State of Illinois

- G. Approval of an Intergovernmental Agreement between the Village of Plattville and the County of Kendall to Administer the County's Ordinances for Zoning, Building Code, Subdivision Control, and Stormwater Management within the Jurisdiction of the Village of Plattville for a Term of One (1) Year in the Amount of \$1.00 Plus Associated Costs Paid by the Village of Plattville to the County of Kendall
- H. Approval of a Contract for Plumbing Inspection Services Between Kendall County and Mayer Construction, LLC, D.B.A. Mayer Plumbing, LLC
- I. Approval of Preliminary Engineering Services Agreement between Kendall County and Hutchison Engineering, Inc. for Phase I Engineering Services on Ridge Road from Caton Farm Road to Plainfield Road in an amount not to exceed \$1,442,000
- J. Approval of Preliminary Engineering Services Agreement between Kendall County and HR Green for Phase 1 / Phase 2 Engineering Services on Galena Road from Eldamain Road to Ill. Rte. 47 in an amount not to exceed \$510,000.95
- K. Approval of Preliminary Engineering Services Agreement between Kendall County and HR Green for Phase 1 / Phase 2 Engineering Services at the Galena Road – Little Rock Road intersection in an amount not to exceed \$458,512.82
- L. Approval of UPS (Uninterruptable Power Supply) Renovations Project
- M. Approval of Contingency Reduction #3: Total is \$14,928 with revised contract amounts as follows; Lite Construction \$2,634,524 (\$11,291 increase); Guardian Steel \$398,060 (\$1,060 increase); CMM Group \$825,064 (\$468 Credit); Omega Plumbing \$309,256 (\$3,063 increase)
- N. Approval of Phase III Conceptualization Study Proposal

Member Koukol seconded the motion. Chairman Kellogg asked for a roll vote on the motion. All members present voting aye. **Motion carried.**

C) COMBINED CLAIMS: ADMIN \$3,477.28; ANML CNTRL \$3,556.32; ASSESS \$126.97; CIR CLK \$1,756.49; CIR CRT JDG \$11,038.90; CRT SRV \$2,789.21; CRNER \$3,627.16; CORR \$53,774.77; CNTY ADMIN \$123,462.76; CNTY BRD \$75,624.59; CNTY CLK \$272.56; HIGHWAY \$1,167,427.23; TREAS \$475.00; ELCTNS \$114.84; EMA DIR \$193.13; EMA \$310.56; FCLT MGMT \$34,191.34; FRMLND \$61.38; GIS \$1,999.04; HLTH & HMN SRV \$129,233.97; HR \$1,254.57; JURY \$256.53; MERIT \$2,360.00; PBZ PLNR \$2,134.20; PBZ \$5,800.71; POST \$2,962.29; PRES JDG \$258,798.49; PROB SPVSR \$20,974.03; PUB DEF \$487.04; ROE \$7,626.38; SHRF \$44,301.09; ST ATTNY \$3,210.13; TECH \$3,046.09; UTIL \$33,458.76; VET \$3,751.77; FORST \$85,946.56; SHRF \$37,289.70; SHRF \$45,555.09; SHRF \$47,214.47.

F) A complete copy of Resolution 25-24 is available in the Office of the County Clerk.

G) A complete copy of IGAM 25-36 is available in the Office of the County Clerk.

H) A complete copy of IGAM 25-37 is available in the Office of the County Clerk.

I) A complete copy of IGAM 25-38 is available in the Office of the County Clerk.

J) A complete copy of IGAM 25-39 is available in the Office of the County Clerk.

K) A complete copy of IGAM 25-40 is available in the Office of the County Clerk.

ELECTED OFFICIAL & OTHER DEPARTMENT REPORTS

Sheriff

Undersheriff Richardson reviewed the report in the packet.

County Clerk & Recorder

County Clerk Debbie Gillette stated that the revenue report is in the packet.

Treasurer

Treasurer Jill Ferko report is in the packet, the 6 month report has been filed, and they are working on the second distribution from tax collection.

Clerk of the Court

Circuit Court Clerk Matt Prochaska stated that they are working on the changes in reporting and cases and spoke about Karina's Law regarding orders of protection.

Coroner

Coroner Jacquie Purcell reviewed the report included in the packet and spoke about the amount received from the take back event.

Health Department

Executive Director RaeAnn VanGundy stated that they are working on grants. She informed the board of the Community Partner Assessment IPLAN meeting.

Supervisor of Assessments

Supervisor of Assessments Andy Nicoletti stated that the exemption renewals will be mailed out soon.

Regional Office of Education

Superintendent Meghan Martin reviewed the report in the packet.

EMA

Director Roger Bonuchi reviewed the report in the packet.

VAC

Superintendent Tim Stubinger reviewed the report in the packet.

STANDING COMMITTEE REPORTS

Finance and Budget

Budget Appropriation

Circuit Clerk Matt Prochaska stated that this helps with staff changes at no cost to the County.

Member Rodriguez moved to approve the increased FY26 Budget Appropriations for the General Fund, Circuit Court Clerk Salaries – Supervisors 11000314-51230 in the amount of \$24,831, for the IMRF Fund in the amount of \$1,599, for the Social Security Fund in the amount of \$1,900 and for the Circuit Clerk Document Storage Fund Transfers Out in the amount of \$28,330 for new position Administrative Supervisor, retro-active to effective date June 2, 2025. Member Flowers seconded the motion. Chairman Kellogg asked for a roll vote on the motion. All members present voting aye. **Motion carried.**

Planning, Building & Zoning

Petition 24-30

Member DeBolt moved to approve Petition 24-30, Request from Nicholas S. Bellone on Behalf of Ament Solar 1, LLC (Tenant) and Janet M. Dhuse on Behalf of the Janet Dhuse Declaration of Family Trust Dated March 1, 2013 (Owner) for a Special Use Permit for a Commercial Solar Energy Facility and Variance to Section 36-282(17)(a) of the Kendall County Code to Allow a Commercial Solar Energy Facility on Land within One Point Five (1.5) Miles of Municipality without an Annexation Agreement at the Property South of 9949 and 10021 Ament Road, Yorkville (PINs: 05-16-300-006 and 05-17-400-005) in Kendall Township; Property is Zoned A-1. Member Rodriguez seconded the motion. Chairman Kellogg asked for a roll vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of Ordinance 25-10 is available in the Office of the County Clerk.

Community Benefit Agreement

Member Koukol moved to approve a Community Benefit Agreement Between Ament Solar 1, LLC and the County of Kendall, Illinois. Member Flowers seconded the motion. Chairman Kellogg asked for a roll vote on the motion. All members present voting aye. **Motion carried.**

A complete copy of IGAM 25-41 is available in the Office of the County Clerk.

OTHER BUSINESS

Member Shanley stated that she supports the ongoing issue in Yorkville and introduced a Pride Month Resolution. Member Flowers asked to place the resolution on an agenda.

CHAIRMAN'S REPORT

Member Gengler moved to approve the appointment(s). Member Rodriguez seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

Appointments

Brooke Shanley – Housing Authority - Remainder of Term – Expires November 2026

Natalia Borowska – Aurora Area Convention & Visitors Bureau – 2Yr Term- Expires November 2026

ADJOURNMENT

Member Wormley moved to adjourn the County Board Meeting until the next scheduled meeting. Member Gengler seconded the motion. Chairman Kellogg asked for a voice vote on the motion. All members present voting aye. **Motion carried.**

Approved and submitted this 18th day of June 2025.

Respectfully submitted by,

Debbie Gillette

Kendall County Clerk

COUNTY OF KENDALL, ILLINOIS
FINANCE & BUDGET COMMITTEE
Meeting Minutes for Thursday, April 24, 2025

Call to Order – Committee Chair Scott Gengler called the Finance & Budget Committee meeting to order at 4:01 p.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
Scott Gengler	Here		
Brian DeBolt	Here		
Matt Kellogg	Here		
Ruben Rodriguez	Absent		
Seth Wormley	Here		

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

Staff Present – Christina Burns, Latreese Caldwell, Jennifer Breault, Amber Garry, Leslie Johnson, Matt Prochaska, Dwight Baird, RaeAnn Van Gundy

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

Approval of Minutes – Member Wormley made a motion to approve the minutes from March 27, 2025, second by Member Kellogg. **With four (4) members present voting aye, the motion carried by a vote of 4 - 0.**

Approval of Claims – Member DeBolt made a motion to forward the approval of the claims to the next County Board Meeting , second by Member Kellogg. **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 the Treasurer’s Employee Status Report to the committee, which can be found on page 5 of the packet. There was no discussion of the report.
- B. **ARPA Update** - Finance and Budget Analyst Jennifer Breault provided the committee with an update of the ARPA funds, which can be found on page 6 of the packet. She explained that by end of the month \$1.2 million balance, but all money is obligated. She has filed the quarterly report in compliance with U.S. Treasury.
- C. **Opioid Status Filing** - Finance and Budget Analyst Jennifer Breault directed the committee to page 10 of the packet. The Opioid Settlement Funds quarterly report has been filed for Q1 2025.
- D. **Quarterly Reports** - Deputy Administrator Latreese Caldwell directed the committee to page 13 for the start of the following reports General Fund, Public Safety Sales Tax Fund, and All Funds. She explained how each report will be generated each quarter and brought before the committee.

1. Q1 2025 General Fund – Summary schedule of revenues, expenditures and changes in fund balance for period ending 02/28/25. Expenditures are under budget approximately 3% for this quarter. Ms. Caldwell explained that any surplus after the audit can be transferred into Capital Funds.

2. Q1 2025 Public Safety Sales Tax Fund (PSST) - Ms. Caldwell explained that the PSST pays for debt service for the Courthouse and can be found on page 31 of the packet.

3. Q1 2025 All Funds – Ms. Caldwell directed member to Page 17 for this new report. The funds are broken down by fund types and operational use. Included in this report are the fund descriptions which explain the purpose and use of each of the funds. This is a snapshot of the funds for each quarter. Ms. Caldwell responded to a committee member's inquiry by indicating that the majority of the Sheriff's Office's funding is derived from grants.

New Committee Business

A. Discussion of KCPAT and KCSO Fiduciary Agreement for Task Force 2025

Chair Gengler directed the members to page 35 of the packet for the Fiduciary Agreement and explained that this was discussed at a previous meeting. This is an agreement between the Kendall County Sheriff's Office and the Kendall County Cooperative Police Assistance Team (KCPAT). The agreement outlines the fiduciary requirements of KCSO for receiving, maintaining and expending funds awarded to the KCSO on behalf of KCPAT through the Department of Justice and Department of the Treasury Equitable Sharing Programs. Ms. Caldwell explained that this is the final executed document and the Sheriff's office has been set up in the necessary portals for applying and receiving the grants. The Sheriff's office will then work with the Treasurer's office after funds are received.

B. Approval of a Resolution Authorizing the Circuit Clerk to Deposit Funds at Designated Banks

Circuit Clerk Matt Prochaska informed the board that he is the custodian of funds allocated for the Court system. The proposed resolution for approval is included on page 39 of the packet. Deputy Administrator Latreese Caldwell noted that this resolution will replace the previously approved 2021 Resolution. Chair Gengler abstained from voting on this resolution, as he is employed by one of the banks listed in the resolution.

Member DeBolt made a motion to forward the Resolution Authorizing the Circuit Clerk to Deposit Funds at Designated Banks to the next County Board Meeting, second by Member Kellogg. **With three (3) members present voting aye, the motion carried by a vote of 3 - 0.**

C. Discussion of FY26 Budget Calendar

Financial and Budget Analyst Jennifer Breault directed the committee members' attention to page 40 of the packet. The key date for the board members to note is Friday, September 19, 2025, for the Budget Hearings. Mr. Kellogg inquired with Director of Human Resources Leslie Johnson whether there have been any requests to conduct salary studies for elected officials or departments. She stated that she has not been asked to perform any such studies at this time.

D. Approval of FY2025 Opioid Fund Applications

Chair Gengler noted that this month there are two applications, the first one on page 41 of the packet from the State's Attorney's office is for \$4000 for training. The money will fund the memberships to the National Association of Drug Court Professionals and to attend their annual conference. The conference provides much needed training to address the Opioid crisis. This would be for multiple State's Attorney's to attend. The second application is from the Health Department, and they provided a narrative with their application which can be found on page 43. Chair Gengler asked RaeAnn Van Gundy about the media campaign as this is the bulk of money that is requested. They are partnering with Amazon Prime videos for their public education campaign on the live-saving importance of naloxone. The ads can be targeted to 10 zip codes and members over 18 years of age. They will discontinue the movie theaters at this time. This campaign will run for six months May through December. A suggestion was made for the Health Department to look into ads on TikTok, as this may be the desired audience that they are trying to reach.

Member DeBolt made a motion to Approve the State’s Attorney’s Opioid Fund Application and the Health Department Opioid Fund Application, second by Member Kellogg. **With four (4) members present voting aye, the motion carried by a vote of 4 - 0.**

E. Discussion and Approval of Resolution for Credit Card Policy and Credit Card Acknowledgement

Deputy Administrator Latreese Caldwell stated that this policy was developed by the Administration Department to establish a formal Credit Card Policy for the County, as no such policy has previously been in place. The policy aims to ensure that employees acknowledge receipt of their credit cards and understand the proper and ethical use of these accounts. Ms. Caldwell stated that the policy will be reviewed by the State’s Attorney’s office before going to the County Board.

Member Wormley made a motion to forward the approval to the next County Board Meeting, pending State’s Attorney’s review, second by Member DeBolt. **With four (4) members present voting aye, the motion carried by a vote of 4 - 0.**

Old Committee Business – None

Chairman’s Report – None

Public Comment – Sheriff Dwight Baird expressed concerns over the credit card policy that was brought before the board today.

Items for County of the Whole - None

Items for County Board

- Claims
- Approval of Resolution Authorizing the Circuit Clerk to Deposit Funds at Designated Banks
- Approval of Resolution for Credit Card Policy and Credit Card Acknowledgement, after State’s Attorney’s Review

Executive Session - (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act.

Member DeBolt made a motion to enter Executive Session, second by Member Kellogg. **With four (4) members present voting, the motion was carried 4 - 0.**

Board Member	Status
Seth Wormley	yes
Scott Gengler	yes
Ruben Rodriguez	absent
Matt Kellogg	yes
Brian DeBolt	Yes

Reconvened into Open Session at 4:49 p.m.

Adjournment – Member DeBolt made a motion to adjourn the Finance and Budget Committee meeting, second by Member Wormley.

With four (4) members present voting aye; the meeting was adjourned at 4:51 p.m. by a vote of 4 - 0.

Respectfully submitted,

Sally A. Seeger /Administrative Assistant and Recording Clerk



COUNTY OF KENDALL, ILLINOIS
COMMITTEE OF THE WHOLE
Thursday, June 12, 2025 at 4:00 p.m.
Meeting Minutes

Call to Order and Pledge of Allegiance - The Committee of the Whole meeting was called to order at 4:04 p.m. by County Board Chairman Matt Kellogg who led the Committee in the Pledge of Allegiance to the American Flag.

Roll Call

Board Member	Status	Arrived	Left Meeting
Matt Kellogg	Here		
Scott Gengler	Here		
Zach Bachmann	Absent		
Brian DeBolt	Here		
Elizabeth Flowers		4:20 p.m.	
Dan Koukol	Here		
Jason Peterson	Here		
Ruben Rodriguez	Here		
Brooke Shanley	Absent		
Seth Wormley	Here		

With seven (7) members present a quorum was established.

Staff Present: Christina Burns, Jim Webb, Dwight Baird, Dan Polvere, Leslie Johnson, Latreese Caldwell, Luke Prisco, Natalia Borowska, Ben Pienkos

Others Present: Ethan Krueger (WSPY), Brian Kronewitter, Rick Krischel, Ken Gleason

Approval of Agenda – Member Rodriguez made a motion to amend the agenda Seconded by Member Wormley. **With seven (7) members present voting aye, the motion was carried by a vote of 7 -0.**

Approval to Forward Claims to County Board – Motion made by Member DeBolt, seconded by Member Gengler to forward claims to the next County Board meeting. **With seven (7) members present voting aye, the motion was carried by a vote of 7 -0.**

Committee Reports and Updates – None

New Committee Business

A. Approval of UPS Renovations Project

Facilities Director Dan Polvere informed the committee about the UPS (Uninterruptable Power Supply) renovations project briefing can be found on page 2 of packet provided. The project went out to bid on March 4th of this year (bids can be found on page 6 of packet). The scope of work includes UPS installations to replace original equipment in the following buildings; the Courthouse (2 units) and the Health & Human Services Building (1 unit) and in addition the installation of one unit at the new County Office Building #2. Staff recommends the Morse Group as they are the lowest bid at \$453,075. Staff also

recommends that a project contingency be set aside for the project for approximately 5% of the contract value. They had asked that Toshiba equipment be used, as they set the standard for three year warranty, based in the USA and has open-source protocol for their software with enable non-Toshiba specific technicians to program their systems after the warranty period ends. When asked what the purpose of the UPS is for Mr. Polvere explained that the UPS provides backup power to critical equipment during outages and acts as a bridge ensuring continuous power supply to connected devices preventing critical loses.

Member Rodriguez made a motion to forward to the next County Board, Seconded by Member DeBolt.
With seven (7) members present voting aye, the motion was carried by a vote of 7-0.

B. Approval of Phase II Progress Report and Contingency Reduction #3

Rick Krischel and Nate from Cordogan Clark updated the committee on the progress of the Phase II building. Due to unforeseen conditions found during the excavation for the stair tower footing resulted in contingency reduction requests. Two storm drains that conflicted with the foundation footings has to be removed and rerouted to make room for grade beams according to the plans. The other contingency reduction request is for an additional steel beam in the elevator shaft due to OSHA safety code. The total request of the Phase II contingency reduction #3 is \$14, 928.

Member DeBolt made a motion to forward to the next County Board, Seconded by Member Gengler.
With eight (8) members present voting aye, the motion was carried by a vote of 8-0.

C. Approval of Phase III Conceptualization Study Proposal

Brian Kronewitter with Cordogan Clark advised the committee on the Phase III study proposal. The Master Plan for space need study for the departments located on the John Street Campus was completed 3-4 years ago and is need of updating. This evaluation will consider space, operational and facilities needs for the Sheriff's Office, Animal Control, Coroner, Facilities and evaluate the solar field and potential battery storage locations. This will be a comprehensive look at the southern portion of the John Street Campus. The proposal by Cordogan Clark will provide architectural, structural, mechanical, electrical, plumbing and construction management services for a fixed fee of \$100,000. Chairman Kellogg said that grant money to the Sheriff's Department they received from Sue Rezin's office will pay for the study and the primary focus will be the Public Safety Building.

Member DeBolt made a motion to forward to the next County Board, Seconded by Member Flowers.
With eight (8) members present voting aye, the motion was carried by a vote of 8-0.

Old Committee Business – None

Department Head and Elected Officials Reports – None

Chairman's Report – Appointments to be forwarded to County Board:

Brooke Shanley – Kendall Housing Authority – Remainder of term – Expires December 2026

Natalia Borowska – Aurora Area Convention and Visitor's Bureau Board of Directors

Public Comment – Lori Miller from Association for Individual Development (AID) gave a status report to the committee. They just successfully rolled out the Pathways to Success program in Kendall County.

Questions from the Media – None

Action Items for County Board

Consent Agenda

- Approval of Claims
- Approval of UPS Renovations Project
- Approval of Phase II Progress Report and Contingency Reduction #3
- Approval of Phase III Conceptualization Study Proposal

Executive Session - None

Adjournment – Member DeBolt made a motion to adjourn the meeting, second by Member Gengler.

With eight (8) members present voting aye, the meeting adjourned at 4:30 p.m.

Respectfully Submitted,
Sally Seeger
Executive Administrative Assistant

**A RESOLUTION AUTHORIZING THE EXECUTION OF A MUTUAL AID AGREEMENT WITH
THE ILLINOIS CORONERS AND MEDICAL EXAMINERS ASSOCIATION**

WHEREAS, the constitution of the State of Illinois, 1970, Article VII, Section 10, authorizes units of local government to contract or otherwise associate among themselves in any manner not prohibited by law or ordinance; and,

WHEREAS, the “Intergovernmental Cooperation Act”, 5 ILCS 220/1 et seq., provides that any power or powers, privileges or authority exercised or which may be exercised by a unit of local government may be exercised and enjoyed jointly with any other unit of local government; and,

WHEREAS, Section 5 of the Intergovernmental Cooperation Act, 5 ILCS 220/5, provides that any one or more public agencies may contract with any one or more public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform, provided that such contract shall be authorized by the governing body of each party to the contract; and,

WHEREAS, the KENDALL COUNTY CORONER wishes to prepare for potential emergencies which may require that they provide aid and assistance to other county coroners or that the KENDALL COUNTY CORONER may request aid and assistance from other county coroners; and,

WHEREAS, the objective of preparing for these emergencies can be furthered by the establishment of a state-wide mutual aid and assistance system between and among the county coroners of this state by and through the Illinois Coroners and Medical Examiners Association;

NOW, THEREFORE, BE IT RESOLVED, by the COUNTY BOARD OF KENDALL COUNTY, ILLINOIS, that the County Board Chairman and County Coroner be authorized to enter into this intergovernmental agreement that authorizes KENDALL COUNTY CORONER’s participation in the Illinois Coroners and Medical Examiners mutual aid agreement effective upon the approval of this resolution.

Adopted this _____ day of _____, 2025

Kendall County Board Chairman

Attest:

Kendall County Clerk

Law, Justice and Legislation Liaison



KENDALL COUNTY OFFICE OF THE SHERIFF

Dwight A. Baird, Sheriff
1102 Cornell Lane Yorkville Illinois 60560
Phone: 630-553-7500 Fax: 630-553-1972
www.kendallcountyil.gov/offices/sheriff



INTEROFFICE MEMORANDUM

To: Sheriff Baird
From: Sergeant William Curry KE-150
Date: 06/02/2025
Re: X-Ray Inspection System
Copies: As needed

Sheriff Baird,

The Kendall County Courthouse (Court Security) currently utilizes two HI-SCAN (HS6040si series) x-ray inspection systems to electronically screen citizens entering the courthouse to conduct day-to-day business. Both systems were purchased in 2009 as part of the Courthouse expansion project and are 16 years old. The current x-ray inspection system (HS6040si) has been discontinued from manufacturing.

The FY25 budget includes the capital purchase to replace one of the x-ray inspection systems. Smith Detection is the sole source manufacturer of the machines. Smith Detections conducts annual inspections and provides maintenance on both machines due to an extended warranty that is purchased and budgeted for annually.

Due to the HS6040si machines being discontinued, I am respectfully asking for your approval to purchase a new x-ray Inspection system which was budgeted and approved for in the FY25 budget.

Recommendation

The operating system I am recommending for purchase is the SDX-6040 model from Smith Detection. Smith Detection is a sole source manufacturer of this x-ray inspections system. Smith Detection uses an authorized vender to sell their products called SECURMAR. SECURMAR is the only authorized dealer for Smith Detection in the Midwest area.

The cost of the SDX-6040 model is \$29,995.00. The system includes several features such as HI-TIP-threat protection, Operator Training, X-ACT which highlights suspicious materials such as explosives, and an advanced software package.

I am recommending the purchase of a 4-year extended warranty with preventative maintenance which is an additional cost of \$22,903.00. The cost of shipping is \$1,600.00 and installation of \$1,937.00. Total cost to purchase the unit will be **\$56,435.00** (quote attached).

On May 8, 2025, I received a confirmation letter from Michael Frunzi (Director of Smith Detections) stating that Smith Detection is the sole authorized manufacturer of the SDX-6040 x-ray inspection System (attached). Due to Smith Detection providing a sole source confirmation letter and in accordance with the Kendall County Procurement Ordinance, an invitation to bid (ITB) is not required.

On May 9, 2025, I spoke with Assistant States Attorney Jim Webb, and he confirmed that the attached letter is sufficient documentation and confirms that Smith Detection is a sole source manufacturer of the SDX 6040 x-ray inspection system.

Thank you for your consideration.

Respectfully submitted,

Sgt Curry 150

Sergeant William Curry
Kendall County Sheriff's Office



2202 Lakeside Blvd.
Edgewood, MD, 21040
410.612.4000
www.smithsdetection.com

Sargent William Curry
Kendall County Sherri's Office
1102 Cornell Ln
Yorkville, IL 60560

Thursday, May 08, 2025

Sole Source Confirmation

To Whom It May Concern:

Smiths Detection, Inc. is the sole authorized manufacturer of the SDX 6040 X-ray Inspection System, its accessories, and all Smiths Detection products, services, and software included with the system. Each is protected and cannot be duplicated for any purpose.

These products, services, and software are only available through Smiths Detection and their authorized distributors.

If you have any questions or require additional information, please feel free to contact me at Michael.Frunzi@smiths-detection.com or 203-482-9932

Sincerely,



Michael Frunzi, Ph.D.
Director - US Defense and New Markets
Smiths Detection, Inc.

Tax ID#: 22-3552823
DUNS #: 53050980

Kristin Harts
Account Executive
Smiths Detection
2202 Lakeside Blvd
Edgewood, MD 21040
Phone: 219-661-8964
Fax: 219-661-8965
Email: kharts@securmar.com

Smiths Detection Equipment Proposal

Prepared for	Bill Curry	Date	March 25, 2025
Company	Kendall County	Quote number	03-25-058SDX
Location	1102 Cornell Ln Yorkville, IL 60560 630-553-4199 wcurry@kendallcountyil.gov	Delivery Location(s)	Yorkville, IL
Phone		Delivery Terms	FOB Origin Freight Allowed
Email Address		Expected Delivery	20-28 weeks ARO
Payment Terms	Net 30 days	Validity of Quote	30 days

QTY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	Smiths Detection SDX 6040 X-ray Inspection System Tunnel Dimensions: 24.4"W x 16.5"H, Overall Dims: 68.11"L x 31.37"W x 49. Steel Penetration: 35-37mm, Wire Resolution: 40-41 AWG 22" LCD touchscreen monitor Operator Keyboard Software: HI-SPOT - Automatic Dense Area Detection Super Enhancement Image Storage System Optizoom HI-TRAX Image Enhancement Functions Operator Manual 12-month Standard Warranty 2-hour Operator Orientation by Field Service Technician	\$29,995.00	\$29,995.00
Software			
	Hi-TIP^{Plus} - Threat Image Projection OTS Xtrain - Operator Training X-ACT - highlights suspicious materials such as explosives Advanced Software Package #2 - includes all of the above 3-year subscription for iCMore Weapons Solution - object recognition algorithm for automatic detection of weapons, includes computer and program for X-ray unit	\$2,750.00 \$3,500.00 \$2,500.00 \$5,550.00 \$14,000.00	
Roller Tables			
	1/2-meter Entrance/Exit Roller Table 1-meter Roller Table (entrance/exit) 2-meter Roller Table (entrance/exit)	\$867.00 \$1,244.00 \$2,069.00	
Shipping, Handling & Installation			
1	Shipping (terms detailed above)	\$1,600.00	\$1,600.00
1	Installation Unit installation Radiation Leak Survey 2-hour Operator Orientation	\$1,937.00	\$1,937.00
X-ray Service Agreement Options per X-ray Unit			

Extended Warranty with Preventative Maintenance

On-site service coverage 8:30 am to 5:00 pm, Monday to Friday
All labor, travel time and travel expenses
All replacement parts required
Unlimited access to 24/7 Technical Support
Annual PMI and Radiation Leak Survey

1- year Onsite Service with PMI

\$5,235.00

2-year Onsite Service with PMI

\$10,785.00

3-year Onsite Service with PMI

\$16,668.00

4-year Onsite Service with PMI

\$22,903.00

TOTAL PRICE **\$33,532.00**

Smiths Detection terms and conditions are hereby incorporated in this quotation and any purchase order that may result from this quotation will be in accordance with these terms and conditions. These terms and conditions can be located at the following Smiths Detection Website: <https://www.smithsdetection.com/terms-conditions/terms-conditions-us/>

Kristin Harta

Regional Sales Manager

Sales Director



KENDALL COUNTY OFFICE OF THE SHERIFF



Budget Request Form FY20 26

Name of person making request: Bill Curry

Date of request: 03/25/2025

Item / Service / Description	Cost Per Unit	Total
SDX-6040 x-ray scanner 4 year extended warranty Shipping Installation	\$29,995.00 \$22,903.00 \$1,600.00 \$1,937.00	\$56,435.00
Is there a subscription or recurring cost? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, complete the chart below		
	Monthly or Yearly Fee	Total
First Year		
Second Year		
Third Year		
Fourth Year		
Reason for purchase/request (Pros/Cons):		
Replace X-ray machine for 2026 capital		
**A thorough cost breakdown, including per diem, travel, and any other necessary charges, MUST be filled out on this form or attached in order to be taken into consideration. This form MUST be accompanied by copies of the equipment or class descriptions. Website references alone won't be enough. **		
Is the invoice, description, quote, or receipt attached? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Please attach any further rationale and supporting papers on a separate sheet of paper.		
Supervisor Date Received: 03/25/2025	Cost Summary Complete <input checked="" type="checkbox"/>	Descriptions Attached <input checked="" type="checkbox"/>
Supervisor		
<input checked="" type="checkbox"/> Recommend <input type="checkbox"/> Reject w/ Comments: <u>180</u>		
Budget Line: <u>13142060390</u>		
Signature: <u>[Signature]</u> Date: <u>5/30/25</u>		
Commander / Deputy Commander		
<input checked="" type="checkbox"/> Recommend <input type="checkbox"/> Reject w/ Comments: <u>24</u>		
Signature: <u>[Signature]</u> Date: <u>6/16/25</u>		
Chief Deputy / Undersheriff		
<input type="checkbox"/> Recommend <input type="checkbox"/> Reject w/ Comments: _____		
Signature: _____ Date: _____		
Was this request approved <input type="checkbox"/> Yes <input type="checkbox"/> No If no, why _____		
Division: <input type="checkbox"/> Admin <input checked="" type="checkbox"/> Corrections <input type="checkbox"/> Court Security <input type="checkbox"/> Operations <input type="checkbox"/> Other _____		
Nature of request: <input type="checkbox"/> Training <input type="checkbox"/> Equipment <input checked="" type="checkbox"/> Capital Expense <input type="checkbox"/> Contractual Service <input type="checkbox"/> Other _____		
Notes:		

Ready to Protect, Proud to Serve

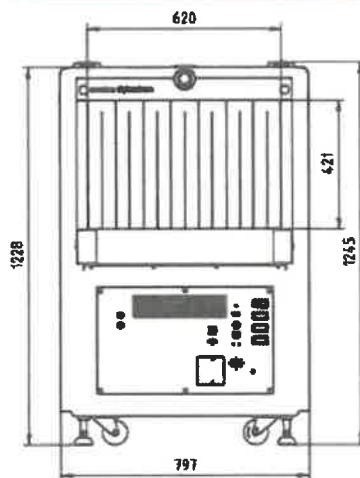
SDX 6040



Key Benefits

- Superior image quality
- 100% view of scanned item
- Accurate detection – potential threats quickly identified
- Fully mobile (80cm wide)
- Excellent cybersecurity
- New GUI supports mouse / touchscreen operation

Compliance with Commission Recommendation (EU) No. C(2022) 4179 on voluntary performance requirements for X-ray equipment used in public spaces.



Redefining Mobility, Imaging and Precision Detection

The SDX 6040 offers the best image quality on the market, ensuring unparalleled clarity in detection alongside total mobility. It meets the rigorous screening demands of critical infrastructure (e.g., power plants and transport networks), urban security (e.g., corporate/government buildings and prisons), and both public and private sectors (e.g., venues/sports arenas, cruise ships, world heritage sites).

The SDX 6040 is modular, adaptable, and simple to upgrade. Light and easy to move with a narrow (80 cm) footprint, it can be deployed where and when needed. Despite the narrow tunnel, blind spots have been eliminated, providing operators with a full, accurate picture.

Enhanced Image Quality for Rapid Threat Detection

The SDX 6040 is equipped with a 160 kV generator, which produces high-quality X-ray images, making it easier for operators to identify potential threats quickly, while minimising misinterpretations.

Smart image display features give outstanding discrimination between organic and inorganic materials on screen – useful for reliable and rapid detection of threat items such as explosive devices, drugs, food or money. Additionally, the optimised background contrast function significantly reduces eye strain.

The optional automatic target recognition capability of Smiths Detection's ICMORE Prohibited Items is expected to become available soon. It will provide the automated detection of pistols, revolvers, gun parts, flick and fixed blade knives as well as grenades, blasting caps, ammunition and blunt objects.

Smart system monitoring features such as Power-on Self-Test during start-up, specific diagnosis tools and real-time system feedback during operation provide instant information about the system's status and ensure easy operation.

The HiTraX 3 electronics and software provide a reliable platform for future upgrades to meet changing security requirements.

The SDX 6040 can easily be combined with other security technologies from Smiths Detection, including people screening and trace detection of narcotics or explosives. It is backed by Smiths Detection's extensive global service network of field service locations and engineers, ensuring optimum system performance around the clock, every day of the year.

This new solution demonstrates Smiths Detection's leadership in X-ray technology, offering the best image quality on the market. It is the result of over 40 years of experience in delivering engineering excellence, consistently meeting the highest security standards with proven product reliability.

General Specifications	
Tunnel dimensions	620 (W) x 420 (H) mm 24.4 (W) x 16.5 (H) inch
Max. object size	610 (W) x 410 (H) mm 24 (W) x 16.1 (H) inch
Conveyor height	approx. 700 mm approx. 27.56 Inch with standard casters
Conveyor speed at mains	approx. 0.25 m/s @50 Hz approx. 11.81 inch/s @ 60 Hz
Max conveyor load	165 kg 363 lbs
Resolution (wire detectability) proprietary SD test piece; @0.25 m/s	Standard: 40 AWG Typical: 41 AWG
Penetration (steel) proprietary SD test piece; @0.25 m/s	Standard: 35 mm Typical: 37 mm
Spatial resolution proprietary SD test piece; @0.25 m/s	Standard: 1.0 mm vertical; 1.0 mm horizontal Typical: 1.0 mm vertical; 1.0 mm horizontal
External dose rate	≤1 µSv/h (0.1 mrem)
Film safety	Guaranteed even for high-speed films up to ISO 1600 (33DIN)
Duty cycle	100%, no warm-up procedure required
X-Ray Generator	
Anode voltage • Anode current	160 kV • 1mA
Cooling • Beam direction	Hermetically sealed oil bath • diagonal from bottom to top
Image Generating System	
X-ray converter	L-shaped detector line
Grey levels stored	4096
Image Visualisation System	
Resolution • Colour depth	1920x1080 pixels • 24 bits
Software	
Image evaluation functions (selection)	VARI-MAT, O2 ^{PLUS} , OS ^{PLUS} , HIGH, Organic Enhancement, HI-SPOT, SEN, Xplore, Opti-Zoom, HDA
General features (selection)	Electronic zoom: stepless enlargement up to 256 times and scaling down up to 2 times; optimised background contrast mode; display of date and time; software counters for: objects, alarms, operating hours, 'X-ray On' hours and user ID-number; acoustic luggage marking system; display of operating mode; REVIEW feature of least 16 images; programmable priority keys; full reverse scanning; automatic return mode; Image Store System (IMS)
System Diagnostic Features	Power-on self-test (POST); Real-time background diagnosis (RBD); Real-time system feedback (RSF)
Options	X-ACT, Extended Image Storage of up to 500,000 images on an internal HDD, Random ReCheck
Hardware	
Features	USB 3.0 Interface, network Interface, two Interlock switches, Digital Video Interface
Monitor and Input Devices	
Optional accessories (selection)	24-inch monitor, mouse and HiTraX keyboard or 22-inch touchscreen monitor and HiTraX keyboard Keyboard holder, passive input and output roller conveyors, tunnel extensions, various test cases, larger casters for greater mobility
Installation Data	
X-ray leakage	Meets all applicable laws and regulations with respect to X-ray emitting devices
CE-labelling	In compliance with directives 2006/42/EC, 2014/35/EU, 2014/30/EU
Sound pressure level	< 60 dB(A)
Operating / storage temperature	0° - +40° / -20° - +60° Celsius • 32° - 104° / -4° - 140° Fahrenheit
Humidity	5% - 95% (non-condensing)
Power supply	220 - 240 VAC -15%/+10% • 50 Hz / 60 Hz ±3Hz 110 - 120 VAC -15%/+10% • 50 Hz / 60 Hz ±3Hz
Power consumption	Approx. 0.9 kVA
Protection class system / Keyboard	IP20 / IP43
Dimensions • Weight	1730 (L) x 797 (W) x 1245(H) mm 68.1 (L) x 31.4 (W) x 49 (H) inch • approx. 400 kg 882 lbs
Mechanical construction	Steel construction with steel panels, mounted on roller castors
Colour	RAL 7016 (dark grey) / B11/W1 F12 (blue)

For product information, sales or service, please visit www.smithsdetection.com
 Smiths Detection Germany GmbH, Im Herzen 4, 65205 Wiesbaden, Germany
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 In some cases, the figures contain options. – SDX is a trademark of Smiths Detection Group Ltd.

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smiths detection

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Tax ID#: 22-3552823
DUNS #: 53050980

Kristin Harts
Account Executive
Smiths Detection
2202 Lakeside Blvd
Edgewood, MD 21040
Phone: 219-661-8964
Fax: 219-661-8965
Email: kharts@securmar.com

Smiths Detection Equipment Proposal

Prepared for Company Location	Bill Curry Kendall County 1102 Cornell Ln Yorkville, IL 60560 630-553-4199 wcurry@kendallcountyil.gov	Date Quote number Delivery Location(s)	March 25, 2025 03-25-058SDX Yorkville, IL
Phone Email Address Payment Terms		Delivery Terms Expected Delivery Validity of Quote	FOB Origin Freight Allowed 20-28 weeks ARO 30 days

QTY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	Smiths Detection SDX 6040 X-ray Inspection System Tunnel Dimensions: 24.4"W x 16.5"H, Overall Dims: 68.11"L x 31.37"W x 49. Steel Penetration: 35-37mm, Wire Resolution: 40-41 AWG 22" LCD touchscreen monitor Operator Keyboard Software: HI-SPOT - Automatic Dense Area Detection Super Enhancement Image Storage System Optizoom HI-TRAX Image Enhancement Functions Operator Manual 12-month Standard Warranty 2-hour Operator Orientation by Field Service Technician	\$29,995.00	\$29,995.00
Software			
	Hi-TIP^{Plus} - Threat Image Projection	\$2,750.00	
	OTS Xtrain - Operator Training	\$3,500.00	
	X-ACT - highlights suspicious materials such as explosives	\$2,500.00	
	Advanced Software Package #2 - includes all of the above	\$5,550.00	
	3-year subscription for iCMore Weapons Solution - object recognition algorithm for automatic detection of weapons, includes computer and program for X-ray unit	\$14,000.00	
Roller Tables			
	1/2-meter Entrance/Exit Roller Table	\$867.00	
	1-meter Roller Table (entrance/exit)	\$1,244.00	
	2-meter Roller Table (entrance/exit)	\$2,069.00	
Shipping, Handling & Installation			
1	Shipping (terms detailed above)	\$1,600.00	\$1,600.00
1	Installation Unit installation Radiation Leak Survey 2-hour Operator Orientation	\$1,937.00	\$1,937.00
X-ray Service Agreement Options per X-ray Unit			

Extended Warranty with Preventative Maintenance On-site service coverage 8:30 am to 5:00 pm, Monday to Friday All labor, travel time and travel expenses All replacement parts required Unlimited access to 24/7 Technical Support Annual PMI and Radiation Leak Survey <i>1- year Onsite Service with PMI</i> <i>2-year Onsite Service with PMI</i> <i>3-year Onsite Service with PMI</i> <i>4-year Onsite Service with PMI</i>		\$5,235.00 \$10,785.00 \$16,668.00 \$22,903.00
TOTAL PRICE		\$33,532.00

Smiths Detection terms and conditions are hereby incorporated in this quotation and any purchase order that may result from this quotation will be in accordance with these terms and conditions. These terms and conditions can be located at the following Smiths Detection Website: <https://www.smithsdetection.com/terms-conditions/terms-conditions-us/>

<i>Kristin Harts</i>	
Regional Sales Manager	Sales Director



Kendall County Agenda Briefing

Meeting Type: County Board Meeting
Meeting Date: 7/15/2025
Subject: Intergovernmental Agreement with Oswego Township
Prepared by: Matthew H. Asselmeier, AICP, CFM
Department: Planning, Building and Zoning

Action Requested:

Approval of an Intergovernmental Agreement between the Township of Oswego and the County of Kendall for the TransUnion TLOxp Program for a Period of Two Years at a Cost of \$600 Annually Paid by Kendall County to Oswego Township; Related Invoices to be Paid from the Planning, Building and Zoning Department's Budget

Previous Board/Committee Review:

N/A

Fiscal impact:

\$600 Per Year for Two Years

Background and Discussion:

The intergovernmental agreement between Kendall County and Oswego Township to utilize Oswego Township's TransUnion TLOxp account expires August 15, 2025.

When issuing citations, the Department must hand deliver the citation to the applicable party. The Department utilizes this service at least once per week.

Other than the dates and correcting the County's address from Fox Street to John Street, no changes to the agreement are proposed.

Oswego Township will review the proposal after the County takes action on the proposal.

If you have any questions, please let me know.

Staff Recommendation:

Approval

Attachments:

Proposed Agreement

**INTERGOVERNMENTAL AGREEMENT BETWEEN
KENDALL COUNTY, ILLINOIS, AND OSWEGO TOWNSHIP, ILLINOIS,
RELATING TO THE USE OF TRANSUNION TLOXP PROGRAM**

THIS INTERGOVERNMENTAL AGREEMENT (*the “Agreement”*) is by and between the County of Kendall, a unit of local government of the State of Illinois (“*Kendall County*”), and Oswego Township, a unit of local government of the State of Illinois (the “*Township*”).

WITNESSETH:

WHEREAS, the Township and Kendall County (the “*Parties*”) are units of local government within the meaning of Article VII, Section 1 of the Illinois Constitution of 1970 who are authorized to enter into intergovernmental agreements pursuant to the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*; and

WHEREAS, the Constitution of the State of Illinois of 1970, Article VII, Section 10, provides that units of local government may contract or otherwise associate among themselves to obtain or share services and to exercise, combine, or transfer any power or function in any manner not prohibited by law or by ordinance and may use their credit, revenues, and other resources to pay costs related to intergovernmental activities; and

WHEREAS, the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, provides that any county may participate in an intergovernmental agreement under this Act notwithstanding the absence of specific authority under the State law to perform the service involved, provided that the unit of local government contracting with Kendall County has authority to perform the service; and

WHEREAS, it is deemed to be in the best interests of Kendall County and its residents to identify and locate individuals and businesses being investigated for ordinance violations by the Kendall County Planning, Building and Zoning Department (hereinafter the “*Department*”); and

WHEREAS, the Township has acquired, through purchase, license to use the program titled TransUnion TLOx (hereinafter the “*Program*”), which allows the user to search for information regarding individuals and businesses through use of the Program’s proprietary database and generate reports regarding same; and

WHEREAS, it would be beneficial to Kendall County and its residents if the Department possessed the capability to use the functions of the Program to identify and locate individuals and businesses being investigated by the Department for ordinance violations; and

WHEREAS, the Township, through its license to use the Program, possesses a certain allotment of monthly transactions, or “searches,” through the Program, of which the Township is willing to give Kendall County a share of one-half of such allotment on a recurring basis, for use by the Department, in exchange for annual payments of the sum of six hundred dollars (\$600), payable by November 1st of each year; and

NOW, THEREFORE, in consideration of the foregoing preambles, the mutual covenants contained herein and for good and valuable consideration, the sufficiency of which is agreed to by the Parties hereto, Kendall County and the Township covenant, agree and bind themselves as follows, to wit:

1. The foregoing preambles are hereby incorporated into this Agreement as if fully restated in this Paragraph 1, the same constituting the factual basis for this Agreement.

2. The headings of the paragraphs and subparagraphs for this Agreement are inserted for the convenience of reference only and shall not be deemed to constitute part of this Agreement or to affect the construction thereof.
3. For the duration of this Agreement and upon Kendall County's payment of such sum by the agreed upon date of each month, the Township shall provide Kendall County with the necessary credentials to access the Program and enjoy full use of its features and functionality, subject to the allotment of one-half of the Township's monthly transactions or "searches" conferred by its license as described above.
4. The Township shall be responsible for maintaining its license of the Program as described for the duration of this Agreement and making all necessary and timely payment(s) for same to the vendor providing such license so as not to disrupt or hinder Kendall County's access to, and use of, the Program.
5. Payment under this Agreement shall be made by Kendall County to the Township as follows:
Six hundred dollars (\$600) shall be payable by November 1st of each year that this Agreement remains in effect and Township shall submit an invoice or bill to Kendall County for same at least thirty (30) days prior.
6. This Agreement and the rights of the Parties hereunder may not be assigned (except by operation of law), and the terms and conditions of this Agreement shall inure to the benefit of and be binding upon the respective successors and assigns of the Parties hereto. Nothing in this Agreement, express or implied, is intended to confer upon any party, other than the Parties and their respective successors and assigns, any rights, remedies, obligations or liabilities under or by reason of such agreements.

7. Any notice required or permitted to be given pursuant to this Agreement shall be duly given if sent by fax, certified mail, or courier service and received. As such, all notices required or permitted hereunder shall be in writing and may be given by either (a) depositing the same in the United States mail, addressed to the Party to be notified, postage prepaid and certified with the return receipt requested, (b) delivering the same in person, or (c) telecopying the same with electronic confirmation of receipt:

If to the County: Director
Kendall County Planning, Building & Zoning
807 West John Street
Yorkville, Illinois 60560

With copy to: Kendall County State's Attorney
807 John Street
Yorkville, Illinois, 60560

If to the Township: Community Resource Officer
Oswego Township
99 Boulder Hill Pass
Montgomery, IL 60538

Or such address or counsel as any Party hereto shall specify in writing pursuant to this Section from time to time.

8. This Agreement shall be interpreted and enforced under the laws of the State of Illinois. Any legal proceeding related to enforcement of this Agreement shall be brought in the Circuit Court of Kendall County, Illinois. In case any provision of this Agreement shall be declared and/or found invalid, illegal or unenforceable by a court of competent jurisdiction, such provision shall, to the extent possible, be modified by the court in such manner as to be valid, legal and enforceable so as to most nearly retain the intent of the Parties, and, if such modification is not possible, such provision shall be severed from this Agreement, and in either case the validity,

legality, and enforceability of the remaining provisions of this Agreement shall not in any way be affected or impaired thereby.

9. This Agreement may be executed in counterparts (including facsimile signatures), each of which shall be deemed to be an original and each of which shall constitute one and the same Agreement.
10. This Agreement represents the entire agreement between the Parties regarding this subject matter and there are no other promises or conditions in any other agreement whether oral or written. Except as stated herein, this agreement supersedes any other prior written or oral agreements between the Parties regarding its subject matter and may not be further modified except in writing acknowledged by all Parties.
11. Nothing contained in this Agreement, nor any act of Kendall County or the Township pursuant to this Agreement, shall be deemed or construed by any of the Parties hereto or by third persons, to create any relationship of third-party beneficiary, principal, agent, limited or general partnership, joint venture, or any association or relationship involving Kendall County and the Township.
12. Both parties affirm no Kendall County or Township officer or elected official has a direct or indirect pecuniary interest in this Agreement or in the purchase, licensing, or use of the Program, or, if any Kendall County or Township officer or elected official does have a direct or indirect pecuniary interest in this Agreement or the purchase, licensing, or use of the Program, that interest, and the procedure followed to effectuate this Agreement has and will comply with 50 ILCS 105/3.
13. Township, its officer, employees, subcontractors, and agents agree not to commit unlawful discrimination/unlawful harassment and further agree to comply with all applicable provisions

of the Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964, as amended, the Americans with Disabilities Act, the Age Discrimination Act, the Illinois Public Works Employment Discrimination Act, 775 ILCS 10/0.01 et seq., as amended, and all applicable rules and regulations. Township, its officers, employees, subcontractors, and agents shall maintain a written sexual harassment policy that complies with the requirements of 775 ILCS 5/2-105 and shall comply with all fair employment practices and equal employment opportunity/affirmative action requirements set forth in applicable state and federal laws and regulations.

14. In the event Kendall County is in default under the Agreement because funds are not appropriated for a fiscal period subsequent to the one in which the Agreement was entered into which are sufficient to satisfy all or part of Kendall County's obligations under this Agreement during said fiscal period, the County agrees to provide prompt written notice of said occurrence to the Township. In the event of a default due to non-appropriation of funds, either party has the right to terminate the Agreement upon providing thirty (30) days written notice to the other party. No additional payments, penalties and/or early termination charges shall be required upon termination of the Agreement.
15. This Agreement may be terminated by either party upon written notice delivered to the other party at least thirty (30) calendar days prior to the effective date of termination. No additional payments, penalties and/or early termination charges shall be required upon termination of the Agreement.
16. Township certifies that Township, its subsidiaries and affiliates are not bared from entering into this Agreement as a result of a violation of either 720 ILCS 5/33E-3 or 5/33E-4 (bid rigging or bid rotating) or as a result of a violation of 820 ILCS 130/1 et seq. (the Illinois

Prevailing Wage Act). Township further certifies by signing this Agreement that Township, its subsidiaries and affiliates have not been convicted of, or are not barred for attempting to rig bids, price-fixing or attempting to fix prices as defined in the Sherman Anti-Trust Act and Clayton Act. 15 U.S.C. § 1 et seq.; and has not been convicted of or bared for bribery or attempting to bribe an officer or employee of a unit of state or local government or school district in the State of Illinois in that officer's or employee's official capacity. Nor has Township made an admission of guilt of such conduct that is a matter of record, nor has any official or officer of Township been so convicted nor made such an admission.

17. This Agreement shall be in full force and effect for a period of two (2) years from the date of the last signature below unless terminated in writing signed by both parties.
18. This Agreement shall be effective upon approval by Kendall County and the Township and the date of this Agreement shall be deemed as the last date of acceptance provided below.
19. Kendall County and the Township each hereby warrant and represent that their respective signatures set forth below have been, and are on the date of this Agreement, duly authorized by all necessary and appropriate corporate and/or governmental action to execute this Agreement.

IN WITNESS WHEREOF, the Parties hereto have caused this Intergovernmental Agreement to be executed by their duly authorized officers on the below date.

COUNTY OF KENDALL, A UNIT OF LOCAL GOVERNMENT OF THE STATE OF ILLINOIS

By: _____
Kendall County Board Chair Date

Attest: _____
Kendall County Clerk Date

(Seal)

OSWEGO TOWNSHIP, A UNIT OF LOCAL GOVERNMENT OF THE STATE OF ILLINOIS

By: _____
Town Supervisor Date

Attest: _____
Town Clerk Date



Kendall County Agenda Briefing

Meeting Type: County Board Meeting
Meeting Date: 7/15/2025
Subject: Revised Vacation Policy (Section 8.2 in the Kendall County Employee Handbook), effective August 1, 2025
Prepared by: Leslie Johnson, Human Resources Director
Department: Human Resources Department

Action Requested:

To approve the Revised Vacation Policy (Section 8.2 in the Kendall County Employee Handbook), effective August 1, 2025 to the Kendall County Board for approval.

Board/Committee Review:

On July 7, 2025, the Human Resources & Insurance Committee voted to forward the Revised Vacation Policy to the Kendall County Board for approval.

Fiscal impact:

The proposed revised policy would provide additional paid vacation time to applicable employees.

Background and Discussion:

The revised Vacation Policy reflects recent changes in how vacation time is to be requested and approved now that Executime has replaced paper time off request forms. Also, the revised policy would modify the vacation accrual table to be consistent with the vacation accrual tables recently approved by the County Board for the Kendall County Sheriff's Office bargaining units. Lastly, the revised policy would provide department heads and elected officials with the discretion to provide one (1) additional week of vacation time to full-time supervisors with 0-5 years of service. We reviewed the proposed Vacation Policy changes with County department heads and elected officials. We did not receive any objections from them.

Staff Recommendation:

To approve the Revised Vacation Policy (Section 8.2 in the Kendall County Employee Handbook), effective August 1, 2025.

Attachments:

1. Revised Vacation Policy (Section 8.2 in the Kendall County Employee Handbook), effective August 1, 2025

Section 8.2	Vacation
<u>Effective Date:</u> 09/01/2022 <u>8/1/2025</u> <u>Last Amended Date:</u> <u>TBD</u>	<u>Source Doc/Dep.:</u> None/HR

Section 8.2 VACATION

All regular full-time employees are eligible for paid vacation benefits pursuant to the terms of this Vacation Policy.

A. VACATION ACCRUAL FOR FULL-TIME EMPLOYEES

Effective August 1, 2025, eEligible full-time employees shall earn vacation time in accordance with the following schedule:

<u>Years of Service</u>	<u>Available Vacation Hours Per Fiscal Year</u>
0- 5 Years of Service	10 vacation days
<u>6-10</u> 7-14 Years of Service	15 vacation days <i>This rate of accrual commences the first day of the month following the employee's completion of their <u>5</u>6th year of service</i>
<u>11-19</u> 15 or More Years of Service	20 vacation days <i>This rate of accrual commences the first day of the month following the employee's completion of their <u>10</u>4th year of service</i>
<u>20 or More Years of Service</u>	<u>25 vacation days</u> <u><i>This rate of accrual commences the first day of the month following the employee's completion of their 19th year of service.</i></u>

Effective August 1, 2025, full-time supervisors with 0-5 years of service may be eligible, at the Executive's sole discretion, to accrue fifteen (15) vacation days per fiscal year in lieu of the above-referenced ten (10) vacation days per fiscal year. These supervisors would then accrue vacation time as outlined in the above referenced schedule once they have completed five (5) years of service. Executives are responsible for completing a PAN form to promptly notify Kendall County's payroll administrator if a supervisor with 0-5 years of service will be accruing 15 vacation days per fiscal year in lieu of 10 vacation days per fiscal year.

The length of eligible service is calculated on the employee's date of hire. Eligible full-time employees are credited with accrued vacation time after each completed month of service. Employees that transfer from department or elected office to another keep all previous years of service when calculating their total years of service. Employees who leave employment retain their years of service for five (5) years ~~if in the event that~~ they return to work for a Kendall County department or elected office. Vacation is accrued monthly at the rate of one-twelfth (1/12) the eligible full-time employee's annual accrual, as outlined in the following table:

YEARS OF SERVICE	AMOUNT OF VACATION TIME DISTRIBUTED TO AN ELIGIBLE FULL-TIME EMPLOYEE ON THE FIRST OF THE MONTH FOLLOWING THEIR COMPLETED MONTH OF SERVICE	ANNUAL TOTAL
0- 5 6 years	1/12 of Annual Total	10 days
6-10 7-14 years	1/12 of Annual Total	15 days
11-19 years 15 or more years	1/12 of Annual Total	20 days
<u>20 or more years</u>	<u>1/12 of Annual Total</u>	<u>25 days</u>

The number of hours per vacation day is 7.5 hours for an employee that works 37.5 hours per week and 8 hours for an employee that works 40 hours per week.

B. VACATION AVAILABILITY FOR PART-TIME EMPLOYEES AND EMPLOYEES ON A LEAVE OF ABSENCE

Part-time employees who work a minimum of one thousand forty (1,040) hours per year and a minimum of twenty (20) hours per work week will be eligible to accrue paid vacation time on a pro rata basis pursuant to the terms of this Vacation Policy. For example, an eligible part-time employee with one (1) year of completed service who works a standard workweek of 25 hours per week would accrue 50 vacation hours per fiscal year, which would be distributed at a rate of 4.167 vacation hours per completed month of service.

Employees on a leave of absence for the entire month shall not accrue vacation during their leave of absence unless otherwise required by law.

C. VACATION REQUESTS

All vacation requests shall be ~~in writing and shall be~~ submitted ~~first~~ to the employee's immediate supervisor for approval via the Employer's designated timekeeping system. If possible, the employee should make their vacation request at least seven (7) calendar days in advance. ~~If the request is approved, the employee should then forward the request and approval to the Designated HR Representative for recordkeeping purposes.~~ Vacations will be scheduled with prime consideration given to the efficient operation of the Employer. While employee's requests will be honored whenever possible, final approval or denial of vacation requests is in the sole discretion of the Executive.

D. MAXIMUM ACCUMULATION

Employees will be allowed to accrue and carry over no more than 225 hours of accrued but unused vacation at any time. If the employee reaches the maximum cap of 225 hours of accrued but unused vacation time, the employee will not accrue any additional vacation time until they fall below the 225-hour cap again.

E. SEPARATION OF EMPLOYMENT

Upon an employee's separation of employment, the employee will be compensated for all vacation hours that are accrued but unused as of the employee's last day of employment. Such payment shall be made at the employee's current pay rate.

F. HOLIDAYS DURING APPROVED VACATION LEAVE

Whenever a paid holiday falls during an employee's authorized vacation leave, the employee's leave on the date of the paid holiday shall be considered a holiday for payroll purposes and shall not be charged to the employee's accumulated vacation leave.

KENDALL COUNTY
Resolution No. _____

A Resolution authorizing the use of eminent domain to acquire certain parcels of land for roadway purposes along Ridge Road between Holt Road and Black Road in Kendall County, Illinois

WHEREAS, Kendall County has determined that there is a need to provide improvements to Ridge Road in Kendall County, Illinois, to improve roadway geometry, safety and mobility for the traveling public; and

WHEREAS, Kendall County believes it is imperative for all the residents of Kendall County that Ridge Road in Kendall County, Illinois, be improved for the safety of the motoring public; and

WHEREAS, Kendall County has determined that the work and improvements to Ridge Road, Kendall County, Illinois, is for a public use, and constitutes a public purpose, namely, a public roadway; and it is necessary for Kendall County to have and acquire for the use of the People of the State of Illinois, County of Kendall, for roadway purposes, the land and rights of the real property described hereinafter; and

WHEREAS, Kendall County has conducted the necessary engineering and environmental studies to determine the right-of-way requirements for said project; and

WHEREAS, the necessary plats, legal descriptions, and title commitments have been prepared: and

WHEREAS, Kendall County has deemed that portions of parcels identified in the schedule below, as further described within Exhibits A – C, should be acquired by negotiated purchase and/or, negotiation failing, by eminent domain proceedings for highway purposes; and

WHEREAS, the compensation to each owner for each tract of real property to be acquired or for damages for the construction of the public roadway cannot be agreed on between the owners and Kendall County even though Kendall County has attempted to effect such an agreement.

NOW, THEREFORE BE IT RESOLVED, the above listed recitals are incorporated herein by reference; and

BE IT FURTHER RESOLVED, by the Kendall County Board, that the construction of Ridge Road between Holt Road and Black Road be laid out, established, constructed and maintained as determined during the engineering work performed for said project; and that said improvements for the roadway be constructed, used, occupied, improved, and developed in a manner necessary and convenient for said use as a public highway; and

BE IT FURTHER RESOLVED, that it is hereby determined by the Kendall County Board that it is necessary and desirable that the County of Kendall acquire title to, and possession of, the real property as described; and that said real property is necessary and convenient for said highway purposes; and

BE IT FURTHER RESOLVED, that the Kendall County State’s Attorney is hereby authorized, empowered and directed by the Kendall County Board to condemn land necessary for the improvement, construction, and expansion of public roads pursuant to the Eminent Domain Act, 735 ILCS 30/1-1-1, et seq., described below and in Exhibits A - C:

Parcel No(s).	Permanent Index No(s).	Owner	Legal Description
0006	09-26-400-019	Chicago Title Land Trust Company as Trustee Under the Provisions of a Trust Agreement Dated March 31, 2014 and Known as Trust Number 8002364203	See Exhibit A
0029	09-12-100-002	Chicago Title Land Trust Company as Trustee Under Trust Agreement Dated March 31, 2014 Known as Trust Number 8002364197	See Exhibit B
0033	09-02-400-025	Daniel B. Light as to an Undivided 7.495% Tenant in Common Interest; Leah Rae Light as to an Undivided 7.495% Tenant in Common Interest; L.B. Anderson & Co., Inc., as to an Undivided 9.64% Tenant in Common Interest; Light Real Estate LLC as to an Undivided 13.12% Tenant in Common Interest; the Trustee of the Wade Trust as to an Undivided 12.45% Tenant in Common Interest; the Trustee of the Shannon Trust as to an Undivided 12.45% Tenant in Common Interest; the Trustee of the Daniel Trust as to an Undivided 12.45% Tenant in Common Interest; the Trustee of the Light Trust as to an Undivided 12.45% Tenant in Common Interest; and the Trustee of the WS Trust as to an Undivided 12.45% Tenant in Common Interest	See Exhibit C

Said Exhibits A – C, which sets forth the legal descriptions of the real property are attached hereto and incorporated herein; and

BE IT FURTHER RESOLVED, that the County Board has previously appropriated monies to fund the acquisition of said properties and to cover all costs associated with the acquisition of said right-of-way by the approval of the FY 2025-2029 5-Year Surface Transportation Program, as well as the Annual Operating Budget for the Transportation Sales Tax Fund, and shall use said monies to compensate said property owners as determined by the Court for the fee-simple or lesser title to the properties sought to be acquired; and

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to distribute certified copies of this resolution to the County Board Chairman, the State’s Attorney, the County Engineer, and the County Administrator.

This resolution approved by the County Board of Kendall County, State of Illinois.

Matt Kellogg - Kendall County Board Chair

I, Debbie Gillette, County Clerk in and for said County, in the State aforesaid, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the Kendall County Board, at its regularly scheduled meeting in Yorkville, Illinois, on the _____ day of _____, A.D. 2025.

Debbie Gillette – County Clerk

(SEAL)

Route: Ridge Road
Section: 22-00168-00-PV
County: Kendall
Job No.:
Parcel No.: 0006
Station: 107+58.79 to 107+94.06
Index No.: 09-26-400-019

That part of the Southeast Quarter of Section 26, Township 35 North, Range 8 East of the Third Principal Meridian, in Kendall County, Illinois, bearings and distances are based on the Illinois State Plane Coordinate System, East Zone, NAD83 (2011 Adjustment), with a combined factor of 0.99995096; described as follows:

Commencing at the East Quarter Corner of said Section 26; thence South 01 degrees 28 minutes 10 seconds East along the east line of said Southeast Quarter 1265.31 feet; thence South 88 degrees 31 minutes 50 seconds West along a line perpendicular to said east line of the Southeast Quarter, a distance of 75.00 feet the Point of Beginning; thence South 88 degrees 09 minutes 18 seconds West along the north right of way line of Fair Lane per Document Number 200400033909, a distance of 35.00 feet; thence North 43 degrees 20 minutes 41 seconds East 49.66 feet to the west right of way line of Ridge Road per Document Number 200500004363; thence South 01 degrees 28 minutes 10 seconds East along said west right of way line 35.00 feet to the Point of Beginning.

Said parcel containing 0.014 Acres (612 square feet), more or less.

EXHIBIT A

Route: Ridge Road
Section: 22-00168-00-PV
County: Kendall
Job No.:
Parcel No.: 0029
Station: 279+34.82 to 280+12.51
Index No.: 09-12-100-002

That part of the Northwest Quarter of Section 12, Township 35 North, Range 8 East of the Third Principal Meridian, in Kendall County, Illinois, bearings and distances are based on the Illinois State Plane Coordinate System, East Zone, NAD83 (2011 Adjustment), with a combined factor of 0.99995096; described as follows:

Beginning at the Southwest Corner of the Northwest Quarter of Section 12; thence North 01 degrees 30 minutes 56 seconds West along the west line of said Northwest Quarter 77.69 feet; thence North 88 degrees 29 minutes 04 seconds East 75.00 feet to the east right of way line of Ridge Road per Document Number 200500027492; thence South 46 degrees 28 minutes 50 seconds East 49.53 feet; thence North 88 degrees 33 minutes 16 seconds East 740.00 feet; thence South 01 degrees 26 minutes 44 seconds East 33.45 feet to the south line of said Northwest Quarter; thence South 87 degrees 55 minutes 32 seconds West along said south line 850.00 feet to the Point of Beginning.

Said parcel containing 0.818 Acres, more or less, of which 0.720 Acres, more or less, has been previously dedicated or used for public highway purposes.

EXHIBIT B

Route:	Ridge Road
Section:	22-00168-00-PV
County:	Kendall
Job No.:	
Parcel No.:	0033
Station:	306+41.09 to 306+81.32
Index No.:	09-02-400-025

That part of the South Half of the Southeast Quarter of Section 2, Township 35 North, Range 8 East of the Third Principal Meridian, in Kendall County, Illinois, bearings and distances are based on the Illinois State Plane Coordinate System, East Zone, NAD83 (2011 Adjustment), with a combined factor of 0.99995096; described as follows:

Commencing at the southeast corner of said Southeast Quarter; thence North 01 degrees 32 minutes 48 seconds West along the east line of said Southeast Quarter 49.57 feet; thence South 88 degrees 27 minutes 12 seconds West 75.00 feet to the Point of Beginning; thence South 88 degrees 07 minutes 18 seconds West along the north right of way line of Black Road per Document Number 200500032196, a distance of 40.00 feet; thence North 43 degrees 17 minutes 15 seconds East 56.73 feet to the west right of way line of Ridge Road; thence South 01 degrees 32 minutes 48 seconds East along said west line 40.00 feet to the Point of Beginning.

Said parcel containing 0.018 Acres (800 square feet), more or less.

EXHIBIT C



Preliminary Engineering Services Agreement

ENGINEERING CONSULTANT	
Name	HR Green, Inc.
Address	2363 Sequoia Drive, Suite 101
City/State/Zip	Aurora, IL 60506

This Agreement is made and entered into this ____th day of July 2025 between Kendall County (hereinafter referred to as "COUNTY") and Engineering Consultant listed above (hereinafter referred to as "ENGINEER") and covers certain professional engineering services in connection with the Project Identification.

PROJECT IDENTIFICATION

Section No.	25-00178-00-SP
Route(s)	Galena Road
Termini	at Rock Creek Road
Structure No.(s)	None
Description	Phase II engineering services for widening Galena Road to provide a left-turn bypass lane for westbound traffic.

ENGINEERING SERVICES & PAYMENT

The ENGINEER Agrees

1. To perform, or be responsible for the performance of, the following basic engineering services for the COUNTY in connection with the proposed improvements herein before described and checked below:
 - a. ☒ Make detailed land surveys as are necessary for the preparation of detailed roadway plans
 - b. ☐ Make stream and flood plain hydraulic surveys, gather stream data, and prepare detailed bridge plans
 - c. ☐ Make subsurface investigations, including soil borings, as required for design of the improvement
 - d. ☐ Perform traffic studies and counts, providing sufficient data for design of the proposed improvement
 - e. ☐ Prepare applicable permits for ACOE, IDNR, IEPA, and others necessary for design of the improvement
 - f. ☐ Prepare Preliminary Bridge Design and Hydraulic Report, including associated supporting documents
 - g. ☒ Make complete plans, specifications and estimates for proposed improvement, including 5 copies to COUNTY
 - h. ☒ Furnish County with legal descriptions, right-of-way plans, and/or field staking for all proposed acquisitions
 - i. ☐ Assist the County in the tabulation and interpretation of the contractor's proposals
 - j. ☐ Prepare the necessary environmental documents in accordance with procedures adopted by IDOT-BLRS
 - k. ☐ Prepare the Project Development Report when required by the COUNTY
 - l. ☐ Submit Plans and Permit Forms to BNSF Railroad

2. The reports, plans, plats and special provisions to be furnished by the ENGINEER pursuant to the Agreement will be in accordance with current standard specifications and policies of the Illinois Department of Transportation, or those specifications and policies amended by the COUNTY, with the understanding that all such reports, plats, plans and drafts shall, before being finally accepted, be subject to approval by the COUNTY.
3. To attend conferences at any reasonable time when requested to do so by representatives of the COUNTY.
4. In the event plans or surveys are found to be in error during construction of the improvement, and revisions of the plans or survey corrections are necessary, the ENGINEER agrees that he/she will perform such work without expense to the COUNTY, even though final payment has been received. The ENGINEER shall give immediate attention to these changes so there will be a minimum delay to the Contractor.
5. That basic survey notes and sketches, charts, computations and other data prepared or obtained by the ENGINEER pursuant to this Agreement will be made available, upon request, to the COUNTY without cost and without restriction or limitations as to their use.
6. That all plans and other documents furnished by the ENGINEER pursuant to this Agreement will be endorsed by the ENGINEER and will show the ENGINEER'S professional seal where such is required by law.
7. To submit a Scoping Worksheet, attached hereto and incorporated into this Agreement as Exhibit A. Said worksheet shall provide a breakdown of anticipated basic engineering tasks, work-hour estimates, and summary of tasks and costs to be performed under this Agreement.

The COUNTY Agrees

1. To compensate the ENGINEER for basic engineering services outlined herein at the hourly rates attached hereto and incorporated into this Agreement as Exhibit B, which will be considered payment in full for actual employee time utilized to provide the required services. Said rates included overhead and burden costs plus profit. The upper limit of compensation for the completion of all services required under this Agreement shall not exceed:

\$62,005.61

The upper limit of compensation includes all services described above and on the attached Exhibit A, including direct out-of-pocket expenses. For direct out-of-pocket expenses, the ENGINEER will be reimbursed at the actual cost of the item. Any additional services the COUNTY may require beyond those set forth above or on the attached Exhibit A will be charged at the rates identified in Exhibit B and shall be considered an addition to the upper limit of compensation. The COUNTY shall not provide compensation for any additional services above the upper limit of compensation unless those additional services are pre-approved in writing by the COUNTY.

2. That payments due the ENGINEER for services rendered in accordance with this Agreement shall be made in accordance with the Illinois Local Government Prompt Payment Act, as amended (50 ILCS 505/1 *et seq.*). ENGINEER shall provide the COUNTY with a detailed invoice showing all hours worked.
3. That, should the improvement be abandoned at any time after the ENGINEER has performed any part of the services provided for in paragraphs 1a through 1l, and prior to the completion of such services, the COUNTY shall reimburse the ENGINEER at the attached hourly rates for the services actually rendered prior to such abandonment, but in no event shall the reimbursement exceed the upper limit of compensation.
4. That all reports, plans, surveys, computations, and other information prepared or provided as deliverables to the COUNTY are instruments of service. COUNTY shall not reuse or make modifications to the instruments of service

without written authorization by ENGINEER. COUNTY agrees that any unauthorized use or misuse of instruments of service is at COUNTY's sole risk and without liability to the ENGINEER

AGREEMENT PROVISIONS

In the event of a conflict between these Agreement Provisions and any preceding part of this Agreement, the Agreement Provisions shall control. The parties mutually agree to amend and incorporate the Agreement with the following terms:

1. This Agreement may be terminated by the COUNTY upon giving notice in writing to the ENGINEER at their last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the COUNTY all surveys, permits, agreements, preliminary bridge design & hydraulic reports, drawings, specifications, partial and completed estimates and data, if any, from traffic studies and soil surveys and subsurface investigations with the understanding that all such material becomes the property of the COUNTY. The ENGINEER shall be paid for any services completed and any services partially completed in accordance with Section 3 of "The COUNTY Agrees." Upon receipt of a termination notice, ENGINEER shall immediately comply with its terms and take all reasonable steps to minimize the costs associated with termination of services. COUNTY shall not be liable for those costs and expenses resulting from ENGINEER's failure to mitigate such losses. Further, COUNTY shall not be responsible for salaries, overhead and fees accrued after the Agreement's termination. COUNTY shall not be liable for any other additional payments, penalties and/or early termination charges.
2. The ENGINEER warrants that he/she has not employed or retained any company or person, other than a bona fide employee working solely for the ENGINEER, to solicit or secure this contract, and that he/she has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the ENGINEER, any fee, commission, percentage, brokerage fee, gifts or any other consideration, contingent upon or resulting from the award or making of this contract. For breach or violation of this warranty, the COUNTY shall have the right to annul this contract without liability.
3. The ENGINEER agrees to comply with all applicable federal, state and local laws and regulatory requirements and to secure such licenses as may be required for its employees and to conduct business in the state, municipality, county and location. Such obligation includes, but is not limited to, environmental laws, civil rights laws, prevailing wage and labor laws.
4. ENGINEER shall indemnify, hold harmless and defend with counsel of Kendall County's own choosing, Kendall County, its past, present and future elected officials, department heads; employees, insurers, and agents (hereinafter collectively referred to as "Releasees") from and against all liability, claims, suits, causes of action, demands, proceedings, set-offs, liens, attachments, debts, expenses, judgments, or other liabilities including costs, reasonable fees and expense of defense, arising from any loss, damage, injury, death, or loss or damage to property, of whatsoever kind or nature as well as for any breach of any covenant in the Agreement or ancillary documents and any breach by ENGINEER of any representations or warranties made within the contract documents (collectively, the "Claims"), to the extent such Claims result from any act or omission, neglect, willful acts, errors, omissions or misconduct of ENGINEER in its performance under this Agreement.

Nothing contained herein shall be construed as prohibiting Releasees 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 55 ILCS 5/3-9005, no attorney may be assigned to represent the Releasees pursuant to this Section of the Agreement unless the attorney has been approved in writing by the Kendall County State's Attorney. Releasees' participation in its defense shall not remove ENGINEER's duty to indemnify, defend, and hold Releasees harmless, as set forth above. Releasees do not waive their defenses or immunities under the Local Government and Governmental Employees Tort Immunity Act (745 ILCS 10/1 *et seq.*) by reason of this indemnification provision. Indemnification shall survive the termination of this Agreement.

5. The ENGINEER will obtain and continue in force, during the term of this Agreement, all insurance as set forth below. All coverage shall be placed with insurers authorized to conduct business in Illinois with a current A.M. Best's rating of no less than A:VII. Each insurance policy shall not be cancelled or changed without thirty (30) calendar days prior written notice, given by the insurance carrier to COUNTY at the address set forth herein.

Minimum Scope and Limit of Insurance. All coverage shall be at least as broad as the following:

Commercial General Liability ("CGL"): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than \$1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be \$2,000,000.

Umbrella/Excess Liability: Limits of liability equal to or greater than \$5,000,000 per occurrence and \$5,000,000 in aggregate.

Automobile Liability: Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if ENGINEER has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than \$1,000,000 per accident for bodily injury and property damage.

Workers' Compensation Insurance: Insurance as required by the State of Illinois, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.

Professional Liability (Errors and Omissions) Insurance: Professional insurance with limit no less than \$2,000,000 per occurrence or claim and \$2,000,000 aggregate.

If ENGINEER maintains broader coverage and/or higher limits than the minimums shown above, COUNTY shall be entitled to the broader coverage and/or the higher limits maintained by the ENGINEER. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to COUNTY.

Additional Insured Status: COUNTY and its, past, present, and future its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of ENGINEER including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to ENGINEER's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if later revisions used).

Primary Coverage: For any claims related to this contract, the ENGINEER's insurance coverage shall be primary insurance primary coverage at least as broad as ISO CG 20 01 04 13 with respect to COUNTY, its past present and future officers, officials, employees, and volunteers. Any insurance maintained by COUNTY, its past present or future officers, officials, employees, or volunteers shall be excess of the ENGINEER's insurance and shall not contribute with it.

Waiver of Subrogation: ENGINEER hereby grants to COUNTY and its, past, present, and future its officers, officials, employees, and volunteers a waiver of any right to subrogation which any insurer of said ENGINEER may acquire against COUNTY by virtue of the payment of any loss under such insurance. ENGINEER agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not COUNTY has received a waiver of subrogation endorsement from the insurer.

Claims Made Policies: If any of the required policies provide coverage on a claims-made basis, (1) the Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work, (2) insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work, and (3) if coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the ENGINEER must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

Verification of Coverage: ENGINEER shall furnish COUNTY with original Certificates of Insurance including all required

amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to COUNTY before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the ENGINEER's obligation to provide them. COUNTY reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

Subcontractors: ENGINEER shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and ENGINEER shall ensure that COUNTY is an additional insured on insurance required from subcontractors.

6. The ENGINEER certifies that it, its parent companies, subsidiaries, and affiliates are not barred from entering into this Agreement as a result of a violation of either 720 ILCS 5/33E-3 or 5/33E-4 (bid rigging or bid rotating) or as a result of a violation of 820 ILCS 130/1 *et seq.* (the Illinois Prevailing Wage Act). ENGINEER further certifies by signing the Agreement that ENGINEER, its parent companies, subsidiaries, and affiliates have not been convicted of, or are not barred for attempting to rig bids, price-fixing or attempting to fix prices as defined in the Sherman Anti-Trust Act and Clayton Act 15 U.S.C. § 1 *et seq.*; and has not been convicted of or barred for bribery or attempting to bribe an officer or employee of a unit of state or local government or school district in the State of Illinois in that officer's or employee's official capacity. Nor has ENGINEER made an admission of guilt of such conduct that is a matter of record, nor has any official, officer, agent, or employee of the company been so convicted nor made such an admission.
7. The ENGINEER certifies that it, its officers, employees, and agents agree not to commit unlawful discrimination and agree to comply with all applicable provisions of the Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964, as amended, the Americans with Disabilities Act, the Age Discrimination in Employment Act, Section 504 of the Federal Rehabilitation Act, and all applicable rules and regulations.
8. The ENGINEER and its consultants, employees, contractors, subcontractors, and agents agree to comply with all provisions of the Substance Abuse Prevention on Public Works Act, 820 ILCS 265/1 *et seq.* and the Illinois Drug Free Workplace Act, 30 ILCS 580/1 *et seq.*
9. This Agreement shall be construed in accordance with the law and Constitution of the State of Illinois and if any provision is invalid for any reason such invalidations shall not render invalid other provisions which can be given effect without the invalid provision. The parties agree that the venue for any legal proceedings between them shall be the Circuit Court of Kendall County, Illinois, Twenty-Third Judicial Circuit, State of Illinois.
10. Any notice required or permitted to be given pursuant to this Agreement shall be duly given if sent by fax, certified mail, or courier service and received, in the case of notice to the COUNTY, to: Kendall County Highway Department, Attention: County Engineer, 6780 Route 47, Yorkville, Illinois, 60560, fax (630) 553-9583 with copy sent to: Kendall County State's Attorney, 807 John Street, Yorkville, Illinois, 60560, fax (630) 553-4204. And, in the case of ENGINEER, to the name and address provided on the signature page of this Agreement.
11. This Agreement may be executed in counterparts (including facsimile signatures), each of which shall be deemed to be an original and both of which shall constitute one and the same Agreement.
12. COUNTY and ENGINEER each hereby warrant and represent that their respective signatures set forth below have been and are on the date of this Agreement duly authorized by all necessary and appropriate corporate and/or governmental action to execute this Agreement.
13. In the event the COUNTY is in default under the Agreement because funds are not appropriated for a fiscal period subsequent to the one in which the Agreement was entered into which are sufficient to satisfy all or part of COUNTY's obligations under this Agreement during said fiscal period, the COUNTY agrees to provide prompt written notice of said occurrence to ENGINEER. In the event of a default due to non-appropriation of funds, the parties each have the right to terminate the Agreement upon providing thirty (30) days written notice to the other party. No penalties and/or early termination charges shall be required upon such termination of the Agreement.

14. The ENGINEER represents that it is fully qualified to provide the services hereunder provided for in this Agreement. ENGINEER shall perform its services under this Agreement in a manner consistent with that level of care and skill ordinarily exercised by members of its profession currently practicing in the same locality under similar conditions. ENGINEER shall act professionally and politely to the public and to COUNTY's employees and officers at all times.
15. Neither party shall assign, sublet, sell, or transfer its interest in this Agreement without the prior written consent of the other party. The provisions of this Agreement are for the sole benefit of the COUNTY and the ENGINEER and their successors and permitted assigns, and they will not be construed as conferring any rights to any third party (including any third party beneficiary rights).
16. This Agreement calls for the construction of a "public work" within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130/01 et seq. ("the Act"). The Act requires contractors and subcontractors to pay laborers, workers and mechanics performing services on public works projects no less than the current "prevailing rate of wages" (hourly cash wages plus fringe benefits) in the county where the work is performed. The Illinois Department of Labor ("Department") publishes the prevailing wage rates on its website at <http://labor.illinois.gov/>. The Department revises the prevailing wage rates and the contractor/subcontractor has an obligation to check the Department's website for revisions to prevailing wage rates. For information regarding current prevailing wage rates, please refer to the Department's website. All contractors and subcontractors rendering services under this Agreement must comply with all requirements of the Act, including, but not limited to, all wage requirements and notice and record keeping duties.
17. The ENGINEER hereby waives any claim of lien against subject premises on behalf of ENGINEER, its officers, insurers, employees, agents, suppliers and/or sub-contractors employed by this Agreement. Upon completion of the project and as a condition prior to payment in full, ENGINEER shall tender to COUNTY a final waiver of lien for all subcontractors and/or suppliers.
18. It is understood and agreed that ENGINEER is an independent contractor and is not an employee of, partner of, agent of, or in a joint venture with COUNTY. ENGINEER understands and agrees that ENGINEER is solely responsible for paying all wages, benefits and any other compensation due and owing to ENGINEER's officers, employees, and agents for the performance of services set forth in the Agreement. ENGINEER further understands and agrees that ENGINEER is solely responsible for making all required payroll deductions and other tax and wage withholdings pursuant to state and federal law for ENGINEER's officers, employees and/or agents who perform services as set forth in the Agreement. ENGINEER also acknowledges its obligation to obtain appropriate insurance coverage for the benefit of ENGINEER, ENGINEER's officers, employees and agents and agrees that COUNTY is not responsible for providing any insurance coverage for the benefit of ENGINEER, ENGINEER's officers, employees and agents. ENGINEER hereby agrees to indemnify and waive any right to recover alleged damages, penalties, interest, fees (including attorneys' fees), and/or costs from the COUNTY, its board members, officials, employees, and insurers for any alleged injuries that ENGINEER, its officers, employees and/or agents may sustain while performing services under the Agreement.
19. Both parties affirm that no Kendall County officer or elected official has a direct or indirect pecuniary interest in ENGINEER or this Agreement, or, if any Kendall County officer or elected official does have a direct or indirect pecuniary interest in ENGINEER or this Agreement, that interest, and the procedure followed to effectuate this Agreement has and will comply with 50 ILCS 105/3.
20. The ENGINEER's and/or COUNTY's waiver of any term, condition, or covenant or breach of any term, condition, or covenant, shall not constitute a waiver of any other term, condition, or covenant, or the breach thereof.
21. Neither party will be responsible to the other for damage, loss, injury, or interruption of work if the damage, loss, injury, or interruption of work is caused solely by conditions that are beyond the reasonable control of the parties, and without the intentional misconduct or negligence, of that party (hereinafter referred to as a "force majeure event"). To the extent not within the control of either party, such force majeure events include: acts of God, acts of any governmental authorities, fire, explosions or other casualties, vandalism, and riots or war. A party claiming a force majeure event ("the claiming party") shall promptly notify the other party in writing, describing the nature and estimated duration of the claiming party's

inability to perform due to the force majeure event. The cause of such inability to perform will be remedied by the claiming party with all reasonable dispatch.

22. This Agreement, including all Agreement Provisions, represents the entire agreement between the parties and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties and may not be modified except in writing acknowledged by both parties.

=====

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers on the dates provided below.

Executed by the COUNTY of Kendall, a unit of local government of the State of Illinois:

ATTEST

_____ Matt Kellogg, Kendall County Board Chair _____ Date

Debbie Gillette, Kendall County Clerk

Date

(Seal)

Executed by the ENGINEER:

Engineering Consultant Name / Address

HR GREEN, INC.

2363 Sequoia Drive, Suite 101

Aurora, IL 60506

ATTEST:

By


Signature

Jason Roitburd, PE
Print Name

Title

Project Manager

By


Signature

Anthony P. Simmons, PE
Print Name

Title

Regional Director

EXHIBIT A
SCOPING WORKSHEET

EXHIBIT B
HOURLY RATES

EXHIBIT C
DIRECT COSTS



EXHIBIT A

SCOPE OF SERVICES

For

Galena Road at Rock Creek Road Phase II Engineering

Mr. Francis C. Klaas, PE
Kendall County Highway Department
6780 Route 47
Yorkville, IL 60560
Phone: 630.553.7616

Anthony Simmons, P.E.
Regional Director - Transportation
HR Green, Inc.
2363 Sequoia Drive, Suite 101
Aurora, IL 60506

HR Green Project No.: 2502780

July 3, 2025

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THIS **SCOPE OF SERVICES** is between THE KENDALL COUNTY HIGHWAY DEPARTMENT (hereafter "CLIENT") and HR GREEN, INC. (hereafter "COMPANY").

1.0 Project Understanding

1.1 General Understanding

CLIENT intends to widen Galena Road at the Rock Creek Road intersection to provide a Left-Turn Bypass Lane (LTBL) for westbound through traffic. The widening will be on the north side of Galena Road for approximately 800'. The existing pavement will be resurfaced, and the north ditch will be regraded within those limits. Right-of-way or an easement will need to be acquired from two (2) parcels, which are under the same ownership.

In general, this SCOPE OF SERVICES governs the Phase II engineering services required for the proposed improvements described above. Ancillary improvements are anticipated to include signage, striping, and erosion control. The engineering services include, but are not limited to, topographic survey, geometric design, utility coordination, and the preparation of contract plans, specifications, and estimates. Plats and legals are also included for CLIENT's use in pursuing the necessary land acquisition. However, no land acquisition services are included in this SCOPE OF SERVICES beyond preparation of the plats and legals.

All engineering and construction for this project will be funded 100% locally by CLIENT, and no coordination with any other agency is expected. CLIENT intends to construct the improvements as soon as possible.

1.2 Design Criteria/Assumptions

The following design guidelines and standards will apply to this project:

- A. IDOT Bureau of Local Roads and Streets (BLR) Manual (as applicable);
- B. IDOT Standard Specifications for Road and Bridge Construction (latest edition); and
- C. Manual on Uniform Traffic Control Devices (MUTCD).

2.0 SCOPE OF SERVICES

CLIENT agrees to employ COMPANY to perform the following services:

2.1 Survey Services

A. Right-of-Way Survey

COMPANY will recover existing right-of-way (ROW) evidence for approximately 1,100 feet (0.2 miles) along Galena Road, beginning 600 feet east of Rock Creek Road and extending 500 feet west of Rock Creek Road. COMPANY will calculate the existing ROW as shown on the existing ROW documents (provided by CLIENT) and/or adjacent recorded plats of subdivision to include on the base map.

B. Topographic Survey

COMPANY will complete a topographic survey, which will include the area lying within the existing ROW for approximately 1,100 feet (0.2 miles) along Galena Road, beginning 600 feet east of Rock Creek Road and extending 500 feet west of Rock Creek Road. Roadway cross-sections will be surveyed at 50-foot intervals and extend 25 feet

beyond the north ROW line. The topographic survey will include existing visible features and improvements. Existing utilities will be surveyed from visible flags or markings. Storm sewer, sanitary sewer, and water main structures will be surveyed, including rim and invert elevations, pipe sizes, and direction as observed at unlocked manholes. Trees lying within the limits described above and having a diameter of 6" or greater will be located and referenced within the base map, but the species will not be identified. The survey will reference existing NGS control stations, Illinois State Plane Coordinate System East Zone NAD83 (2011) and NAVD88 (US Survey Feet).

C. Topographic Survey Base Map

COMPANY will generate a MicroStation/Bentley ORD 2022 drawing/base map, and terrain model including one (1) foot contour intervals, of the existing features collected within the project limits according to IDOT standards. The topographic survey base map will show tags to existing visible utilities and features, where appropriate. A topographic survey plat will not be provided.

D. Plats and Legals

COMPANY will prepare one (1) Plat of Highway (POH) for the two (2) parcels (PINs) that will be impacted by proposed ROW and/or easement acquisition. Legal descriptions of the ROW and easement parcels will be provided. The POH and legal descriptions will follow IDOT Bureau of Land Acquisition and CLIENT standards. The survey of each parcel will be based upon a title commitment obtained by COMPANY. The POH will be submitted to CLIENT for review. Upon approval, COMPANY will provide one (1) mylar copy of the POH for signature and recording. After the POH is recorded, COMPANY will stake the proposed ROW as recorded with 5/8 inch steel bars or other suitable markers.

2.2 Preliminary Engineering

A. Utility Outreach

COMPANY will coordinate with any utility companies found to have facilities located within the vicinity of the project limits. An initial request will be made via a JULIE locate request (design-stage ticket). COMPANY will then request from all named companies via the results of the JULIE request that these utility companies provide any available maps and/or plans of existing facilities for placement into the CAD base map for the design.

B. Horizontal and Vertical Geometrics

COMPANY will develop the linework (centerline, edges of pavement/shoulders, striping, etc.) for the proposed geometrics in the CAD base file. The proposed geometrics will be based on the final LTBL configuration coordinated with CLIENT. Since all the proposed widening will be on the north side of Galena Road, it is assumed that intersection radii will not need to be developed for Rock Creek Road.

The existing pavement on Galena Road will be resurfaced and no adjustments to the roadway profile are anticipated. As such, the proposed profile will be a simple offset of existing, based on the proposed resurfacing scheme. Since all the proposed widening will be on the north side of Galena Road, it is assumed that a proposed profile will not need to be developed for Rock Creek Road.

C. Proposed Ditch Design

The drainage system will remain a rural section with conveyance accommodated in open ditches. The proposed ditch design will be limited to matching the new foreslope and ditch into the adjacent terrain to maintain drainage. No hydrologic or hydraulic analyses to determine ditch capacity will be completed.

D. Preliminary Plans

COMPANY will prepare preliminary plan sheets, consisting of Typical Sections (existing and proposed), Plan and Profiles (at scale 1 inch = 50 feet), and cross-sections (top surface only) and assemble them for submittal to CLIENT. Preliminary plans are defined as approximately a 30% level of completion. COMPANY will coordinate with CLIENT to identify opportunities for enhancement and potential pitfalls, and to gain general concurrence and authorization from CLIENT to move to final design and preparation of contract documents. COMPANY will not perform any revisions to the preliminary plans deliverable but rather will incorporate the changes into the effort for final design and preparation of the contract documents.

E. Utility Coordination

COMPANY will submit the preliminary plans to the utilities located within the ROW for the assessment of conflicts and any potential adjustments/relocations. COMPANY will subsequently coordinate conflicts and resolutions with the utility companies. COMPANY will also develop and maintain a Utility Conflict Chart for tracking conflicts and utility company progress related to addressing them.

2.3 Contract Documents

COMPANY will prepare contract plans, specifications, and estimates for the widening and resurfacing of Galena Road and all associated work and ancillary improvements as described above. The contract documents will be submitted to CLIENT for review and concurrence at the 90% (pre-final) and 100% (final) milestones. The contract documents will not be submitted to any other agency. The following will be provided as part of the contract documents for this project:

A. Contract Plans

Item	No. of Sheets
Cover Sheet	1
Index of Sheets / General Notes / Highway Standards	1
Summary of Quantities	2
Typical Sections	1
Alignment and Benchmarks	1
Removal Plans	1

Plan and Profiles	1
Erosion Control Plans	1
Miscellaneous Details	2
Cross-Sections **	5
Total	16

*Includes tabulating and checking of quantities.

**Cross-sections provided at 50-foot intervals and at driveways, culverts, and any other locations deemed to be critical to the design.

It is assumed that all work will be completed under traffic via the IDOT Highway Standards, without the need for any full roadway closures. As such, specific maintenance of traffic plans and/or detour plans are not required and are not included in this SCOPE OF SERVICES.

The area of disturbance is expected to be less than the one (1) acre threshold required for a National Pollutant Discharge Elimination System (NPDES) permit. As such, a Storm Water Pollution Prevention Plan (SWPPP) and/or a Notice of Intent (NOI) are not required and are not included in this SCOPE OF SERVICES.

B. Pavement Design

COMPANY will complete one (1) pavement design for the pavement widening along Galena Road, in accordance with IDOT BLR policy.

C. Specifications

COMPANY will prepare the following specifications (as applicable) for inclusion in the contract documents:

1. Supplemental Specifications and Recurring Special Provisions;
2. Project Specific Special Provisions (includes applicable District 3 special provisions);
3. Bureau of Local Roads Special Provisions; and
4. Bureau of Design and Environment Special Provisions.

D. Estimates

COMPANY will prepare the following estimates for the project and submit to CLIENT for review and concurrence at the 90% and 100% milestones:

1. Engineer's Opinion of Probable Construction Cost (EOPC); and
2. Estimate of Time (EOT).

2.4 General Coordination

COMPANY will conduct general coordination throughout the duration of the project with CLIENT. This item includes, but is not limited to: letters, telephone, e-mail correspondence,

and filing of information. Additional coordination will be provided on an as-needed basis with CLIENT's land acquisition consultant and/or adjacent property owners, at the direction of CLIENT. No meetings and/or field checks are included in this SCOPE OF SERVICES.

2.5 Post Design Activities

Subsequent to the completion of the design and preparation of contract documents, COMPANY will perform the following post design activities:

- A. COMPANY will assist with questions related to the design of the proposed improvements that may arise during bidding or construction. For the purposes of this SCOPE OF SERVICES, two (2) responses to contractor Requests for Information (RFIs) have been assumed.
- B. COMPANY will perform an independent review on behalf of CLIENT for up to two (2) utility relocation permit submittals. The review will be limited to verifying whether the utility's proposed relocation will resolve the apparent potential conflict, and that the utility's design is largely compatible with the overall project and CLIENT's objectives. COMPANY will not be responsible for reviewing the accuracy of the utility's design or constructability of utility's proposed facilities.

2.6 Quality Assurance and Quality Control

COMPANY will provide Quality Assurance and Quality Control (QA/QC) in accordance with COMPANY's current Quality Manual (QM), which outlines processes for project planning, including design input, outputs, review and verification. The QM also outlines internal processes, such as standardization, internal project audits, selection and rating of subconsultants, and monitoring of deliverables.

2.7 Project Administration

COMPANY will conduct general project administration throughout the duration of the project, including management and oversight of the project team; periodic review of the project execution; document control; scope, schedule and budget monitoring; billing and invoicing; contract file management; and preparation of monthly progress reports.

3.0 Deliverables and Schedules Included in this SCOPE OF SERVICES

3.1 Deliverables

The following deliverables will be generated for this project and are included in this SCOPE OF SERVICES:

- A. Plats and Legals;
- B. Preliminary Plans (for CLIENT authorization to proceed to contract documents);
- C. Contract Plans;
- D. Specifications;
- E. EOPC;
- F. EOT;
- G. Utility Conflict Chart; and
- H. Up to two (2) responses to contractor RFIs.

See Exhibit C for a detailed summary of recipients and estimated number of copies necessary for the various deliverables. CLIENT will be invoiced for any additional copies required above this estimate.

3.2 Schedule

This SCOPE OF SERVICES is based upon an assumed project duration of four (4) months, commencing with COMPANY's receipt of written Notice to Proceed from CLIENT. This schedule was prepared to include reasonable allowances for review and approval times required by CLIENT and public authorities having jurisdiction over the project. This schedule shall be equitably adjusted as the project progresses, allowing for changes in the scope of the project requested by CLIENT or for delays or other causes beyond the control of COMPANY.

4.0 Items not included in SCOPE OF SERVICES/Supplemental Services

The following items are not included as part of this SCOPE OF SERVICES:

- A. Plat of Survey/Topography;
- B. Field/Drain Tile Surveys;
- C. Geotechnical Engineering;
- D. Environmental Survey Request (ESR);
- E. Socio-economic Analysis, Environmental Justice Evaluation;
- F. Air Quality Analysis, Traffic Noise Analysis;
- G. Biological and/or Cultural Resources Review/Coordination;
- H. Species and Habitat Surveys;
- I. Existing Tree Species Identification;
- J. National Environmental Policy Act (NEPA) Conformance;
- K. IDNR Historic Preservation Division Coordination (SHPO Coordination);
- L. Illinois Department of Agriculture (IDOA) Coordination;
- M. Natural Resource Conservation Service (NRCS) Coordination;
- N. Wetland Delineations and/or Wetland Impact Evaluation (WIE) Forms;
- O. Water Quality Analysis, Pollutant Loading Analysis, Antidegradation Analysis;
- P. Special Lands Reports and Coordination (Section 4(f), Section 6(f), OSLAD);
- Q. Special Waste Reviews, Sampling, Analysis, LPC Forms, and/or Clearances;
- R. USACE Coordination, Joint Application, and/or Section 404 Permit;
- S. IDNR-OWR Coordination and/or Permit;
- T. Project Development Report (PDR);
- U. Public Involvement, Public Information Meeting, Community Advisory Group;
- V. Drainage Analysis and/or Design;
- W. Design and Plans for Sidewalk, Multi-use Path, and ADA Ramps;
- X. Detour and/or Maintenance of Traffic Plans;
- Y. Intersection Pavement Elevation Plans;
- Z. Pavement Marking and Signing Plans;
- AA. Quantity Schedules;
- BB. SWPPP and/or NOI;
- CC. Meetings and/or Field Checks;
- DD. Land Acquisition Services (Appraisals, Review Appraisals, Negotiations);
- EE. Coordination with IDOT and/or FHWA;
- FF. Preparation of Contractor Bid Documents and Contractor Bid Review;
- GG. Attendance at the Bid Opening and Pre-construction Meeting; and
- HH. Construction Layout and Construction Observation.



Supplemental services not included in the SCOPE OF SERVICES can be provided by COMPANY under separate agreement, if desired.

5.0 Services by Others

N/A

6.0 Client Responsibilities

CLIENT will furnish and/or facilitate the furnishing of any available existing plans and ROW documentation for Galena Road.

7.0 Professional Services Fee

7.1 Fees

The fee for services will be based on COMPANY salaried hourly rates current at the time the SCOPE OF SERVICES is signed. These salaried hourly rates are subject to change annually. Non-salary expenses directly attributable to the project such as: (1) living and traveling expenses of employees when away from the home office on business connected with the project; (2) identifiable communication expenses; (3) identifiable reproduction costs applicable to the work; and (4) outside services will be charged in accordance with the rates current at the time the service is done.

7.2 Invoices

Invoices for COMPANY's services shall be submitted, on a monthly basis. Invoices shall be due and payable upon receipt.

7.3 Extra Services

Any service required but not included as part of this SCOPE OF SERVICES shall be considered extra services. Extra services will be billed on a Time and Material basis with prior approval of the CLIENT.

7.4 Exclusion

This fee does not include attendance at any meetings or public hearings other than those specifically listed in the SCOPE OF SERVICES. These service items are considered extra and are billed separately on an hourly basis.

7.5 Payment

The CLIENT AGREES to pay COMPANY on the following basis:

Time and Materials Not to Exceed, as detailed in Exhibit B.

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Exhibit B (Manhour and Fee Estimate)

Galena Road at Rock Creek Road
Kendall County Highway Department
HR Green Project Number: 2502780

DATE: 07/03/25

Task	SHEETS	Simmons Regional Director	Roitburd PM	Guzman SE II	Dobrosavljevic Group Leader	McCombs PLS II	Sieloff SLS II	Miller Design Tech III	McCurley PC Analyst I	Total	Direct Costs	Total Fee		
2.1 Survey Services		0	0	0	4	52	24	0	0	80	\$ 1,881.50		\$ 16,091.80	80
Right-of-Way Survey						8				8		\$ 1,540.04		
Topographic Survey					2	6	24			32		\$ 4,822.78		
Topographic Survey Base Map						8				8		\$ 1,540.04		
Plats and Legals					2	30				32		\$ 6,307.44		
2.2 Preliminary Engineering		4	12	24	0	0	0	56	0	96	\$ 40.95		\$ 14,224.45	96
Utility Outreach (includes JULIE ticket and drafting into CAD base map)				2				6		8		\$ 1,046.93		
Horizontal and Vertical Geometrics			2					6		8		\$ 1,197.46		
Proposed Ditch Design				4						4		\$ 545.95		
ROW Exhibits (Double Pane @ 1" = 50') - 8 hours/sheet										0		\$ -		
Preliminary Plans														
Typical Sections - 8 hrs/sheet	1		2	2				4		8		\$ 1,212.44		
Plan and Profiles (1" = 50') - 12 hrs/sheet	1	2	2	4				4		12		\$ 2,057.03		
Preliminary Cross Sections/3D Model - 20 Sections @ 2.0 hrs/xsec**	5	2	2	4				32		40		\$ 5,668.83		
Utility Coordination (includes conflict analysis and review of proposed relocations)			4	8				4		16		\$ 2,454.87		
2.3 Contract Documents		6	34	52	0	0	0	44	0	136	\$ 524.40		\$ 22,211.72	136
General Plans and Details														
Cover Sheet - 4 hrs/sheet	1			2				2		4		\$ 530.96		
Index of Sheets / General Notes / Highway Standards - 8 hrs/sheet	1	1	1	4				2		8		\$ 1,301.49		
Summary of Quantities - 20 hrs/sheet*	2		8	16				16		40		\$ 5,941.67		
Typical Sections (Advance from Prelim) - 0 hrs/sheet	1									0		\$ -		
Schedules of Quantities	0									0		\$ -		
Earthwork Schedule	0									0		\$ -		
Pavement / Driveway Schedule	0									0		\$ -		
Culvert Schedule	0									0		\$ -		
Pavement Marking / Signing Schedule	0									0		\$ -		
Work Zone Pavement Marking Schedule	0									0		\$ -		
Alignment and Benchmarks - 8 hrs/sheet	1			2				6		8		\$ 1,046.93		
Removal Plans (Double Pane @ 1" = 50') - 8 hrs/sheet	1		1	3				4		8		\$ 1,137.18		
Plan and Profiles (Advance from Prelim) (1" = 50') - 2 hrs/sheet	1		1	1						2		\$ 348.24		
Suggested Maintenance of Traffic - General Notes - 24 hrs/sheet	0									0		\$ -		
Suggested Maintenance of Traffic - Typical Sections - 16 hrs/sheet	0									0		\$ -		
Suggested Maintenance of Traffic - Plans - 2 Stages (DP @ 1" = 50') - 16 hrs/sheet	0									0		\$ -		
Erosion Control Plans (Double Pane @ 1" = 50') - 8 hrs/sheet	1		1	3				4		8		\$ 1,137.18		
Intersection Pavement Elevation Plan - 8 hrs/sheet	0									0		\$ -		
Pavement Marking & Signing Plans (Double Pane @ 1" = 50') - 8 hrs/sheet	0									0		\$ -		
Miscellaneous Details - 4 hrs/sheet	2		1	3				4		8		\$ 1,137.18		
Cross Sections/3D Model (Advance from Prelim) - 20 Sections @ 0.5 hrs/xsec**	5	1	1	2				6		10		\$ 1,544.48		
Specifications														
Pavement Design (1)			2	2						4		\$ 696.47		
Special Provisions		4	12	8						24		\$ 4,776.10		
SWPPP and Notice of Intent										0		\$ -		
Estimates														
Engineer's Opinion of Probable Cost			4	4						8		\$ 1,392.95		
Estimate of Time			2	2						4		\$ 696.47		
2.4 General Coordination	16	4	4	0	0	0	0	0	0	8	\$ -		\$ 1,990.21	8
Plan Progress/Review Meetings at CLIENT (0 @ 2 hours, 2 persons)										0		\$ -		
Utility Coordination Meetings at CLIENT (0 @ 2 hours, 2 persons)										0		\$ -		
Property Owner Coordination Meetings (0 @ 2 hours, 2 persons)										0		\$ -		
Field Checks (0 @ 4 hours, 4 persons)										0		\$ -		
Meeting Preparation (0 @ 2 hours)										0		\$ -		
Meeting Minutes (0 @ 2 hours)										0		\$ -		
General Coordination (4 months @ 2 hours/month)		4	4							8		\$ 1,990.21		
2.5 Post Design Activities		0	8	0	0	0	0	0	0	8	\$ -		\$ 1,693.99	8
Requests for Information (2 maximum @ 2 hours each)			4							4		\$ 847.00		
Review Utility Relocation Permits (2 maximum @ 2 hours each)			4							4		\$ 847.00		
2.6 Quality Assurance and Quality Control		12	0	0	0	0	0	0	0	12	\$ -		\$ 3,429.65	12
QA/QC - Drainage										0		\$ -		
QA/QC - Roadway		8								8		\$ 2,286.43		
Constructability Reviews		4								4		\$ 1,143.22		
2.8 Project Administration		6	0	0	0	0	0	0	6	12	\$ -		\$ 2,363.79	12
Document Management (4 months @ 0.5 hours/month)		1							1	2		\$ 393.96		
Staff, Budget, Cost Control and Tracking (4 months @ 0.5 hours/month)		1							1	2		\$ 393.96		
Monthly Progress Reports, Invoicing and Billing (4 months @ 2 hours/month)		4							4	8		\$ 1,575.86		
Total		32	58	76	4	52	24	100	6	352	\$2,446.85	\$ 59,558.76	\$ 62,005.61	352
Multiplier Rate		\$ 285.80	\$ 211.75	\$ 136.49	\$ 266.15	\$ 192.50	\$ 130.64	\$ 128.99	\$ 108.16					
Fee		\$ 9,145.73	\$ 12,281.44	\$ 10,373.03	\$ 1,064.59	\$ 10,010.25	\$ 3,135.46	\$ 12,899.29	\$ 648.97					
Grand Total												\$ 62,005.61		

* Includes tabulating and checking of quantities.
** Cross-sections provided at 50-foot intervals and at driveways, culverts, and any other locations deemed to be critical to the design.

Assumptions:
1. Length of proposed improvements is approximately 800'. Survey will include full topo for 1,100' along the north side of Galena Road, from the centerline to 25' beyond the existing ROW. Survey will also include EOP, ditch and ROW line on south side of Galena Road.
2. No geotechnical engineering services will be provided, per CLIENT request.
3. No hydrologic or hydraulic analyses will be performed. There are no culverts and no flooding problems. Ditch design will be limited to matching new foreslope/ditch into the adjacent terrain to maintain drainage.
4. No environmental surveys, review or coordination will be performed, per CLIENT request. Project is not expected to impact any wetlands, T&E species, and/or cultural resources, or involve special waste/contaminated soil.
5. No quantity schedules will be provided, given limited scope and length of improvements.
6. Maintenance of traffic to be handled only via the IDOT Highway Standards, without specific MOT notes, plans and details.
7. Any resurfacing of Galena Road within the intersection is not expected to significantly alter approach profile of Rock Creek Road. Intersection Pavement Elevation Plan not needed.
8. Pavement marking and signing will be shown/labeled on Plan and Profile sheets. Separate pavement marking and signing sheets will not be provided.
9. Area of disturbance expected to be less than one (1) acre threshold for NPDES permit. No SWPPP required.

EXHIBIT C (DIRECT COSTS)

Galena Road at Rock Creek Road
Kendall County Highway Department
HR Green Project Number: 2502780

DATE: 07/03/25

2.1 Survey Services

Mileage Rate: \$0.900

Destination	Mileage Round-Trip	Number of Trips
HRG (Aurora) to Project Site	35	5

Mileage: \$157.50

Title Commitments (2 parcels @ \$750)	\$	1,500.00
Document Copy Fees	\$	200.00
Survey Monumentation: 6 rebar with cap/lath x \$4 each	\$	24.00
Mylars (In-house)	\$	-

Subtotal: \$1,881.50

2.2 Preliminary Engineering

Printing Costs (bond) = \$0.45 per square foot (sq. ft.)

Reduced Sheets (11"x17") = 1.3 sq. ft.

Full-Size Sheets (22"x34") = 5.2 sq. ft.

Full-Size Mylar Sheets = \$7.50 each

Total Number of Sheets = 7

Preliminary Submittal

	CLIENT	IDOT	USACE	Utilities	Total
Reduced Size Exhibits	5			5	10

Subtotal: \$40.95

2.3 Contract Documents

Printing Costs (bond) = \$0.45 per square foot (sq. ft.)

Reduced Sheets (11"x17") = 1.3 sq. ft.

Full-Size Sheets (22"x34") = 5.2 sq. ft.

Full-Size Mylar Sheets = \$7.50 each

Total Number of Sheets = 16

Pre-Final Submittal

	CLIENT	IDNR	USACE	Utilities	Total
Reduced Plan Sets	5			5	10

Subtotal: \$93.60

Final Submittal

	CLIENT	IDNR	USACE	Utilities	Total
Reduced Plan Sets	5			5	10
Full Plan Sets	5				5

Subtotal: \$280.80

Subtotal: \$150.00 (\$10.00 per specifications book X 15 sets of specifications)

Subtotal: \$524.40

2.4 General Coordination

Mileage Rate: \$0.700

Destination	Mileage Round-Trip	Number of Trips
HRG (Aurora) to Client	30	0
HRG (Aurora) to Project Site	35	0

Mileage: \$0.00

Subtotal: \$0.00

2.8 Project Administration

Postage Allowance \$ -

Subtotal: \$0.00

TOTAL: \$2,446.85



Kendall County Agenda Briefing

Meeting Type: County Board Meeting
Meeting Date: 7/15/2025
Subject: Approval of Increased FY25 Budget Appropriations
Prepared by: Latreese Caldwell, Deputy County Administrator
Department: Administration

Action Requested:

Approval of increased FY25 Budget Appropriations for the County Clerk Recorders Document Storage Fund, Salaries – Deputy Clerks 132806 51040 and the County Clerk Recorder GIS Fund, Salaries – Deputy Clerk 132906 51040 in a sum total amount not to exceed \$7,000

Board/Committee Review:

Finance & Budget Committee 6/26/25

Fiscal impact:

\$7,000 sum total increase in FY25 Budget Appropriations to be allocated among 2 funds - Recorder Document Storage Fund, and the Recorder GIS Fund. \$7,000 allocation to be determined by the County Clerk after budget appropriation approval. \$0 impact on both IMRF and Social Security Funds due to attrition of a County Clerk staff person.

Background and Discussion:

The Kendall County Clerk & Recorder seeks to increase the salary for 4 employees. This increased salary would constitute a budget appropriation increase in the Recorder Document Storage Fund and the Recorder GIS Fund. Per statute, changes to appropriations affecting personnel shall be voted on by the County Board.

Effective January 1, 2025, in the Counties Code (55 ILCS 5), the Illinois General Assembly enacted: **55 ILCS 5/6-1003 Further appropriations barred; transfers.**

...After the adoption of the county budget, transfers of appropriations may be made without a vote of the board; however, transfers of appropriations affecting personnel and capital may be made at any meeting of the board by a two-thirds vote of all the members constituting such board....

This Section applies to all elected officials, including elected officials with control of the internal operations of their office.

(Source: P.A. 103-865, eff. 1-1-25.)

Staff Recommendation:

Staff recommends the budget appropriation increase in each fund to cover the cost of the salary increase.

Attachments:

None



Kendall County Agenda Briefing

Meeting Type: County Board Meeting
Meeting Date: 7/15/2025
Subject: Approval of Resolution Authorizing Accounts Payable Policy
Prepared by: Amber Garry, Finance Analyst
Department: Administration

Action Requested:

Approval of Resolution Authorizing Accounts Payable Policy

Board/Committee Review:

Finance Committee 6/26/2025

Fiscal impact:

N/A

Background and Discussion:

The Kendall County Administration Department recognized a need to establish an Accounts Payable Policy to establish clear responsibilities and procedures for the efficient and effective management of Kendall County's Accounts Payable processes.

This policy aims to ensure the timely and accurate processing of payments, maintain strong internal controls to reduce the risk of errors and fraud, ensure compliance with applicable legal and regulatory requirements, facilitate accounts payable reconciliation, and support the efficiency of year-end audits.

Additionally, this document details the responsibilities and procedures of each Elected Office and County Department concerning the accounts payable process, with the aim of enhancing workflow efficiency.

County Administrator Christina Burns presented Department Heads and Elected Officials with a draft of this policy and procedures at the Department Heads and Elected Officials meeting on June 4th, 2025. Finance Analyst Amber Garry and Finance and Budget Analyst Jennifer Breault met with Departments and Elected Offices to answer any questions upon request. The feedback was generally positive, with many noting that, although there are few procedural changes, it appears we are simply formalizing our existing processes and requirements through documentation.

Following implementation of this policy, the Accounts Payable team will remain available to address any questions or concerns related to the changes or new procedures. Additionally, new

internal Accounts Payable forms will be distributed to staff for use. These updated forms incorporate core elements from our previous versions while including additional information to align with industry best practices, regulatory compliance, and reporting requirements.

Accounts Payable is currently developing internal procedures for invoice entry, approval processes, and other related workflows. Once these procedures are finalized, Accounts Payable staff plans to offer live and/or recorded training sessions to support understanding and implementation.

Staff Recommendation:

Approval of resolution authorizing Accounts Payable Policy and Procedures

Attachments:

Kendall County Accounts Payable Policy and Procedures

COUNTY OF KENDALL, ILLINOIS

Resolution 2025 - _____

Resolution Adopting Accounts Payable Policy and Procedures

WHEREAS, Kendall County recognizes the importance of establishing policies to ensure accountability within the accounts payable process; and

WHEREAS, Kendall County acknowledges the necessity of developing procedures that clearly define responsibilities to promote the efficient and effective management of Kendall County's accounts payable activities; and

WHEREAS, this policy is designed to ensure the prompt and accurate processing of payments, strengthen internal controls to minimize the risk of errors and fraud, facilitate accounts payable reconciliation, and enhance the efficiency of year-end audits; and

WHEREAS, this policy ensures alignment with industry best practices and adherence to applicable legal and regulatory requirements; and

WHEREAS, this policy enhances transparency to support the promotion of public trust in our government; and

WHEREAS, all Department Heads and Elected officials will be given this policy, referenced in Exhibit A.

NOW, THEREFORE, BE IT RESOLVED, by the Kendall County Board that the following policy is adopted to govern the use of Kendall County's Accounts Payable processes.

Approved and Adopted by the County Board of Kendall County, Illinois this ____ day of ____ 2025.

Matt Kellogg
County Board Chairman

Debbie Gillette
County Clerk and Recorder





Exhibit A

Accounts Payable Policy and Procedures

I. Purpose

The underlying purpose of the Accounts Payable Policy is to:

- A. Define the responsibilities for the accounts payable process in compliance with the Kendall County Procurement Code.
- B. Promote public trust through openness and transparency of county government spending.
- C. Ensure timely and accurate payment of liabilities.
- D. Maintain internal controls to minimize the risk of errors and fraud.
- E. Comply with legal and regulatory requirements.
- F. Facilitate accounts payable reconciliation.
- G. Enhance the efficiency of the year-end auditing process.

II. Scope

This policy aims to serve as a comprehensive guide for all users regarding how Kendall County manages the invoice processing, approval procedures, and payment procedures.

III. Definitions

- A. Accounts Payable – team of staff overseeing the accounts payable process
- B. Budget Personnel – team of staff overseeing the budget process
- C. Claims List – a detailed record of unpaid accounts payable claims owed to a vendor, organized by Department, account, and vendor
- D. Kendall County Board – the elected body that sets county policy, ordinances and budget appropriations for programs
- E. County Department – a County Officer, employee, department, office, or agency whose purchasing authority is subject to the Kendall County Board
- F. County Office – the office of an Elected Official including its employees
- G. Department Head – the supervisor of a County Department, not including Elected Officials
- H. Elected Official – for purposes of this policy, Elected Official may include: Clerk of the Circuit Court, County Board Members, County Clerk, County Coroner, County Treasurer, County Recorder, County Sheriff, and State's Attorney
- I. Employee – individuals, including elected and appointed officials, providing services for and drawing a salary from Kendall County

- J. Invoice – an itemized request for payment for specific goods or services rendered
- K. Purchaser – the employee responsible for entering the invoice in Tyler Munis on behalf of their department or office
- L. Statement – a summary of all account activity over a specific period
- M. Treasurer’s Office – employees of the Treasurer’s Office
- N. Vendor – the company or individual to whom payment is owed

IV. Responsibilities

- A. Purchasers are responsible for:
 - 1. adhering to the Kendall County Procurement Code (Chapter 2, Article IV of the Kendall County Code), when applicable, and the Kendall County Accounts Payable Policy and Procedures for purchases
 - 2. requesting IRS Form W-9 from vendors/contractors
 - 3. requesting vendors complete the Vendor Information Form (Accounts Payable Form A) and an IRS Form W-9 for all new vendors or update/change to existing vendors. If vendors are unable to complete the Vendor Information Form, it is the responsibility of the Purchaser to complete the form on behalf of the vendor to the best of their ability.
 - 4. providing vendors with the Kendall County Tax Exemption Certificate
 - 5. ensuring goods and/or services have been received before processing payment. For instances such as pre-paying a subscription, ensure the dates are clearly listed and accurate.
 - 6. ensuring the payment is being made in accordance with contract terms, if applicable
 - 7. comparing quantities, prices, discounts, and terms with those specified on the purchase order or price quote with those specified on the packing slip and the invoice, when applicable
 - 8. verifying the calculations and clerical accuracy of invoices for payment
 - 9. confirming the invoice does not include sales tax. If sales tax is included, the purchaser is responsible for providing the vendor with the Kendall County Tax Exemption Certificate and coordinating with the vendor to determine if the invoice can be reissued without tax or if the county should process a partial payment reflecting the tax exemption.
 - 10. coding invoices to the appropriate budget line item that corresponds to the expenditures
 - 11. scanning and attaching all supporting documentation, in a timely and accurate manner
 - 12. sending remittance stubs or other required invoice documentation to Accounts Payable to be processed with payments. These can be submitted electronically via email, sent through interoffice mail, or printed directly to the Accounts Payable staff member’s printer. For the printer path, please reach out to Accounts Payable at accountspayable@kendallcountyil.gov.

13. completing and submitting a Request for Check (Accounts Payable Form D) if no invoice is available
 14. completing and submitting the Request for Void/Check Replacement Form (Accounts Payable Form C) to Accounts Payable promptly upon discovering that a check has been issued in error or is lost
- B. Department Heads/Elected Officials are responsible for:
1. adhering to the Kendall County Procurement Code, when applicable, and the Kendall County Accounts Payable Policy and Procedures
 2. verifying goods and services have been received
 3. reviewing their Department's/Office's invoices for proper coding
 4. approving their Department's/Office's invoices in a timely manner
 5. appointing a designated official to approve invoices in their absence and contact Accounts Payable at accountspayable@kendallcountyil.gov to forward their approvals to their designee
- C. Budget Personnel are responsible for:
1. reviewing and approving invoices in Tyler Munis to ensure accurate coding and compliance with budgetary guidelines, thereby preventing any deviations from approved expenditures.
- D. Accounts Payable is responsible for:
1. ensuring IRS Form W-9 and Vendor Information Forms are completed accurately and entirely
 2. entering new vendors and updating existing vendor records
 3. providing vendor numbers to departments/elected offices
 4. reviewing EFT Authorization Forms (Accounts Payable Form B) and setting up Electronic Fund Transfer Banking Information for vendor payments upon request
 5. reviewing and approving invoices in Tyler Munis to ensure tax exemption compliance and clerical accuracy of vendor name and address, invoice numbers, dates, and amounts
 6. processing invoices for payment
 7. printing checks, processing EFTs and disbursing payments to vendors
 8. generating positive pay file and submitting to Treasurer's Office for processing
 9. submitting claims to the Kendall County Board for approval or disapproval
 10. reviewing submitted Request for Void/Check Replacement Forms (Accounts Payable Form C) for completeness and forwarding to the Treasurer's Office for further processing
 11. mailing letters monthly for outstanding checks
 12. processing and filing annual 1099 forms for all vendors at the end of each calendar year
 13. reviewing vendor records every 2 years to ensure current vendor information

- E. Treasurer's Office is responsible for:
 - 1. verifying accounts payable batch totals to be paid from the bank prior to posting to the general ledger
 - 2. verifying that the funds for claims to be paid are covered by sufficient cash flow
 - 3. submitting EFT transmission to the bank for vendor payments
 - 4. sending positive pay file to the bank
 - 5. processing void requests and submitting the completed documentation to Accounts Payable
 - 6. mailing and filing annual unclaimed property with the State of Illinois
- F. Kendall County Board is responsible for:
 - 1. verifying that claims submitted align with the intended purposes of county expenditures
 - 2. approving or disapproving such claims for payment

V. Procedures

- A. Vendor Records
 - 1. Kendall County Vendor Information Form
 - a. <https://kendallctc.sharepoint.com/SitePages/Forms-and-Reference-Guides.aspx> > Accounts Payable > Accounts Payable Forms > Accounts Payable Form A – Vendor Information Form.pdf
 - b. If an employee is purchasing services and/or goods from a vendor or contractor not previously paid by check/EFT, or if the Tyler Munis vendor status is Stopped, the initiating Department/Office must have the vendor complete the Kendall County Vendor Information Form and the IRS Form W-9, *“Request for Taxpayer Identification Number and Certification”*, and submit to accountspayable@kendallcountyil.gov.
 - c. If the Purchaser or Accounts Payable identifies a change in Vendor name or remittance address, the Purchaser must have the vendor complete the Kendall County Vendor Information Form and the IRS Form W-9 and submit to accountspayable@kendallcountyil.gov.
 - d. If the vendor is unable to complete the Vendor Information Form, it is the responsibility of the Purchaser to complete the form on behalf of the vendor to the best of their ability.
 - e. Accounts Payable will conduct a biennial review of vendor records and will request that vendors complete the Kendall County Vendor Information Form and IRS Form W-9 every two years. This process ensures the accuracy of vendor information and supports compliance with industry best practices.
 - 2. Kendall County EFT Authorization Form
 - a. <https://kendallctc.sharepoint.com/SitePages/Forms-and-Reference-Guides.aspx> > Accounts Payable > Accounts Payable Forms > Accounts Payable Form B – EFT Authorization Form.pdf

- b. If the Vendor requests payment via ACH, the Purchaser should provide the Vendor the Kendall County EFT Authorization Form and the IRS Form W-9 to be completed in its entirety, and submitted to Accounts Payable at accountspayable@kendallcountyil.gov along with a voided check or bank confirmation letter on bank letterhead.
3. IRS Form W-9
 - a. <https://kendallctc.sharepoint.com/SitePages/Forms-and-Reference-Guides.aspx> > Accounts Payable > Blank W9 for Vendors.pdf
 - b. The IRS Form W-9 obtains the vendor's correct name, address, employer identification number, and certifies the federal tax classification of the entity. Departments or Offices who fail to obtain a W-9 and/or Vendor Information Form, or vendors who fail to provide a W-9 and/or Vendor Information Form, will delay payment pending receipt of these documents. Federal and State statutes require the County to obtain the vendor's Taxpayer Identification Number, Illinois Statute.
4. W-9 Exemptions
 - a. The following situations can be entered as a One-Time Pay vendor payment and are exempt from requiring IRS Form W-9:
 - i. Employee Reimbursements
 - One-Time Pay Vendor #89995 should be used for employee reimbursements including but not limited to approved employee expenses, mileage reimbursement, and per diem. As these expenses are not 1099 reportable, IRS Form W-9 is not required for these employee reimbursements.
 - Purchaser must use one of the following Accounts Payable Forms for reimbursement: Employee Reimbursement Form (Accounts Payable Form E), Mileage Reimbursement Form (Accounts Payable Form F), or Per Diem Request (Accounts Payable Form G).
 - Supporting documentation (copy of receipts, MapQuest printout, GSA printout, etc.) must be included for payment.
 - ii. Refunds
 - One-Time Pay Vendor #89996 should be used for any one-time refund or reimbursement to citizens or residents, including but not limited to overpayments on taxes or permits, refunds for unused permits, refunds for programming, etc. IRS Form W-9 is not required as refunds/reimbursements are not 1099 reportable.
 - Purchaser must use the Request for Check Form (Accounts Payable Form D) and include all supporting documentation to complete a refund payment request.
 - iii. Security Deposit Returns
 - One-Time Pay Vendor #89997 should be used for return of security deposit funds. Return of security deposit funds are not 1099 reportable, IRS Form W-9 is not required for these refund payments.

- Purchaser must use the Request for Check Form (Accounts Payable Form D) and include all supporting documentation to complete a request for a return of security deposit funds.

B. Receipt of Invoices

1. Invoices should be received by the Department or Elected Office that initiated the transactions or by Accounts Payable. If the invoice is received by Accounts Payable, it will be forwarded to the initiating Department or Office.
2. Payments are made from vendor invoices or Accounts Payable Forms D-G (see Section XII Forms and Links). Credit card payments should be submitted with the corresponding statement and all supporting documentation in order to comply with the Kendall County Credit Card Policy.
3. In cases where an official invoice is not available, the Request for Check Form (Accounts Payable Form D) must be completed and submitted along with all supporting documentation verifying the purchase of goods and/or services.

C. Entering Invoices

1. Each Purchaser is responsible for entering invoices into Tyler Munis in compliance with the Kendall County Procurement Code and Kendall County Accounts Payable Policy and Procedures for purchases.
2. Invoices should be recorded in Tyler Munis promptly upon receipt by the Department or Office. To ensure an efficient approval process, the batch should be released as soon as possible. As additional invoices are received, you may either add them to the existing released batch and re-release it for approval or create a new batch to include the new invoices.
3. Enter the invoice number exactly as it appears on the invoice including any characters, text, dashes, etc. The invoice date should also be entered as it appears on the invoice.
4. When entering an invoice without an invoice number, the purchaser should use the invoice date formatted as MM/DD/YYYY. For Credit Card Statements, use the credit card holder last name and billing cycle end date in format: LAST NAME MM/DD/YYYY.
5. A general summary should be provided in the main invoice description, while a more detailed item description for each account should be included in the line item's description.

D. Submission of Invoices

1. All invoices should be entered, released, and approved in Tyler Munis by end of day on the Monday prior to the bi-monthly check run on Wednesdays. HIDTA claims are due by 10:00am every Wednesday.

E. Approving Invoices

1. Department Heads and Elected Officials are responsible for approving their Department's or Office's invoices in accordance with the Kendall County Procurement Code and the Kendall County Accounts Payable Policies and Procedures. All invoices must be approved by end of day Monday prior to the bi-monthly check run on Wednesday.
2. Budget Personnel Approval
 - a. Budget Personnel will review and approve invoices and supporting documentation to ensure accurate coding and compliance with budgetary guidelines.
 - i. In the event of a coding issue, Budget Personnel will reject the invoice in Tyler Munis. The Purchaser will be notified via email with an explanation, and they will be responsible for updating, deleting or re-entering the invoice for further processing.
 - ii. Budget Personnel will attempt to resolve all coding issues promptly to prevent any delays in the accounts payable process. However, if an issue is unable to be resolved in a timely manner to facilitate payment processing, Budget Personnel will remove the invoice from the current batch or reject the entire batch from the current check run, to be processed in the subsequent check run. The Purchaser will be notified via email if either action is taken.
3. Accounts Payable Approval
 - a. Accounts Payable will review and approve invoices and supporting documentation for clerical accuracy, verify that the remittance address on the invoice matches the information on file, ensure compliance with the Kendall County Procurement Code and the Kendall County Accounts Payable Policy and Procedures, and confirm that all necessary approvals have been secured.
 - b. Accounts Payable will attempt to resolve all issues promptly to prevent any delays in the accounts payable process. However, if an invoice entry is determined to be incomplete in accordance with this policy, Accounts Payable will proceed with the following steps:
 - i. In the event of a minor issue such as an incomplete or incorrect Vendor name, address, invoice number, invoice date, or purchase amount, Accounts Payable will communicate with the Purchaser via email to resolve the matter.
 - ii. In the event of a significant issue such as insufficient documentation, duplicate invoice entry, invoice entry made from an incorrect fund, etc., Accounts Payable will reject the invoice in Tyler Munis. The Purchaser will be notified via email with an explanation, and they will be responsible for updating or deleting and re-entering the invoice for further processing.
 - iii. If an invoice batch status is "Held" or "Pending" by end of day Monday before the Wednesday check run, Accounts Payable will email the purchaser to resolve the issue.

- iv. If a problem cannot be resolved via email or phone in a timely manner to facilitate payment processing, Accounts Payable will either remove the invoice from the current batch or reject the entire batch from the current check run, to be processed in the subsequent check run. The Purchaser will be notified via email if either action is taken.

F. Processing Invoices

1. Printing of Checks – Accounts Payable will process and print checks on the second and fourth Wednesday of each month. HIDTA checks will be processed and printed weekly on Wednesdays. These dates are subject to change at the discretion of Accounts Payable, depending on County Board approved holidays or the varying number of weeks in each month.
2. Accounts Payable Reports – Invoice Proof List and Accounts Payable Check Run Reports are processed for each check run and reviewed by Accounts Payable prior to printing checks.
3. Treasurer Verification – A Cash Disbursement Report is processed and reviewed for each check run by Accounts Payable. The Cash Disbursement Report and associated checks are presented to the Treasurer's Office for verification prior to posting to the general ledger.
4. Preparation of Claims List – Accounts Payable will prepare a Claims Listing for review and discussion by the Kendall County Board Members at either the Committee of the Whole or the Finance and Budget Committee Meetings, whichever occurs first.
5. Transparency – To maintain openness and transparency of county government spending to the public, the claims listing will be posted to the Kendall County website under Transparency.

G. Approval of Claims

1. Checks will be securely stored within a locked cabinet until approval is received from the Kendall County Board. Access to the cabinet is restricted to authorized personnel with authorized key access.
2. The Kendall County Board will approve or disapprove claims at the Kendall County Board Meeting on the first and third Tuesday of the month. If a Kendall County Board Meeting is cancelled or unable to call a quorum, claims will be sent to the following Kendall County Board Meeting for approval.

H. Disbursing Payment

1. Accounts Payable will mail checks to vendors and initiate EFT payments through the Treasurer's Office following approval at the Kendall County Board Meeting.
2. HIDTA and Civil Process payments, including checks and EFTs, will be sent by mail or initiated with the bank on the same day they are made.
3. Accounts Payable may occasionally disburse payments for utility bills and credit card expenses prior to obtaining board approval, provided that the expenses are

within budget and classified as allowable expenses. These transactions will continue to be documented within the Claims Listing. This approach aims to support positive relationships with our utility and credit card providers and to prevent service interruptions within the County.

VI. Prompt Payment Act

The Illinois Local Government Prompt Payment Act (50 ILCS 505/4) requires that local governments must approve or disapprove bills within 30 days of receipt or 30 days after receiving the goods or services, whichever is later. Approved bills must be paid within 30 days of the approval date.

VII. Internal Control

The Kendall County Accounts Payable Policy and Procedures should be adhered to in order to ensure the segregation of duties between the preparation and entry of accounts payable transactions and the approval and release of payments.

The Kendall County Accounts Payable Policy and Procedures shall be periodically reviewed and updated to ensure it remains effective and aligns with Kendall County's evolving needs, legal compliance requirements, and industry best practices.

VIII. Records Retention

Original expenditure documents, including but not limited to invoices, receipts, check copies, check registers, etc., are to be maintained for a minimum of seven years. Accounts payable records shall be properly disposed of in accordance with the Illinois Local Records Act (50 ILCS 205/).

IX. Check Run Schedule

- A. <https://kendallctc.sharepoint.com/SitePages/Forms-and-Reference-Guides.aspx> > Accounts Payable > Check Run Schedule.pdf
- B. Invoices are generally paid twice per month. The Check Run Schedule is sent out to Department Heads and Elected Officials by Accounts Payable prior to the first month of each new fiscal year.

X. Fiscal Year-End Procedures

Year-end procedures outlining the schedule for claims and accruals deadlines will be distributed to Departments Heads and Elected Officials prior to the end of each fiscal year.

XI. Calendar Year End Procedures

Accounts Payable will complete and mail Form 1099 to applicable vendors and e-file 1099s with the Internal Revenue Service (IRS) prior to the January 31st deadline.

XII. Forms and Links

Accounts Payable Forms are located at on the County's SharePoint website <https://kendallctc.sharepoint.com/> at <https://kendallctc.sharepoint.com/SitePages/Forms-and-Reference-Guides.aspx>.

You can also navigate to kendallcountyil.gov,
select Staff Login <https://www.kendallcountyil.gov/offices/staff-login>
select Employee Website Login and log in,
select Forms and Reference Guides,
select Accounts Payable.

Accounts Payable Forms on the County's SharePoint website include:

- Accounts Payable Form A - Vendor Information Form.pdf
- Accounts Payable Form B - EFT Authorization Form.pdf
- Accounts Payable Form C - Request for Void-Check Replacement Form Form.pdf
- Accounts Payable Form D - Request for Check Form.pdf
- Accounts Payable Form E - Employee Reimbursement Form.pdf
- Accounts Payable Form F - Mileage Reimbursement Form.pdf
- Accounts Payable Form G - Per Diem Request Form.pdf

Other forms referenced in this policy:

- Blank W9 for Vendors.pdf
- Check Run Schedule.pdf
- Kendall County Tax Exemption Certificate.pdf

KENDALL COUNTY SHERIFF'S OFFICE

MONTH-END REPORT



JUNE

2025

Submitted by: Sheriff Dwight A. Baird

OPERATIONS DIVISION

POLICE SERVICES	June-23	June-24	May-25	June-25
Calls for Service	806	790	858	852
Police Reports	373	363	339	355
Total Arrests	122	147	123	138
Ordinance Citations Issued	1	0	1	1

TRAFFIC SERVICES

Traffic Contacts	502	599	426	375
Traffic Citations Issued	191	261	169	177
DUI Arrests	5	12	9	12

TRAFFIC CRASH INVESTIGATIONS

Property Damage	39	34	43	44
Personal Injury	10	9	12	11
Fatalities	0	1	0	0
TOTAL CRASH INVESTIGATIONS	49	44	55	55

VEHICLE USAGE

Total Miles Driven by Sheriff's Office	62,404	62,578	59,057	56,811
Vehicle Maintenance Expenditures	\$6,310	\$8,315	\$4,490	\$1,845
Fuel Expenditures	\$16,091	\$16,340	\$13,956	\$15,163
Fuel Gallons Purchased	4,348	4,539	4,492	4,736
Squad Damage Reports	0	1	1	0

AUXILIARY DEPUTIES

Ride-A-Long Hours	0	0	0	0
Auxiliary Hours	38	88	170	165
TOTAL AUXILIARY HOURS	38	88	170	165

EVIDENCE/PROPERTY ROOM

New Items into Property Room	144	131	158	170
Disposal Orders Processed	30	3	39	36
Items Disposed Of	101	187	27	191
Items Sent to Crime Lab for Processing	8	4	11	19

INVESTIGATIONS/COPS ACTIVITIES

Total Assigned Cases (Patrol/Invest)	27	26	29	32
Total Closed Cases (Patrol/Invest)	13	28	10	30
Total Open Cases (Patrol/Invest)	101	99	162	164
Community Policing Meetings/Presentations	29	26	21	18

Sex Offender / Violent Offenders Against Youth Registrations

Sex Offender Registrations	12	13	4	11
Sex Offender - Address Verifications Completed	24	0	0	0
Sex Offender - Address Verification Attempted	33	0	0	0
Total # of Sex Offenders- Jurisdiction	33	34	32	33
Total # of Sex Offenders- Entire County	87	88	85	93
Violent Offenders Against Youth Registrations	4	4	2	4
VOAY - Address Verification Completed	5	0	0	0
VOAY - Address Verification Attempted	6	0	0	0
Total # of VOAY- Jurisdiction	8	6	9	9
Total # of VOAY- Entire County	24	25	29	29

RECORDS DIVISION

SHERIFF SALES	June-23	June-24	May-25	June-25
Sales Scheduled	9	17	1	8
Sales Cancelled	6	12	1	1
Sales Conducted	3	5	0	7

CIVIL PAPERWORK

Papers Filed/Received	192	185	219	201
Papers Served/Executed	111	143	138	189

ORDERS OF PROTECTION

OP Received	9	19	24	29
OP Prohibiting Firearms	6	2	1	2
OP Served	3	13	23	28

REPLEVINS/LEVY

Replevin/Levy Scheduled	0	0	0	1
Replevin/Levy Conducted	0	0	0	1

SA, SUBPOENA &FOIA REQUESTS

Electronic and Recording Copy Requests	85	60	69	
Body/Dash Cam Requests	na	na	31	53
Accident Reports	20	10	25	23
Background Checks	37	45	40	43
Reports	69	108	68	116
Subpoenas	2	1	2	6
TOTAL REQUESTS	213	224	235	241

WARRANTS

Total Warrants on File	1,446	1,049	1,142	1,195
New Warrants Issued	116	103	110	178
Total Warrants Served	118	126	87	99
Warrants Quashed	25	93	26	26

EVICCTIONS

Evictions Scheduled for Month	12	13	13	11
Evictions Cancelled	7	5	8	9
Evictions Conducted	5	8	5	2

FEES

Civil Process Fees	\$5,109	\$6,667	\$4,496	\$5,577
Sheriff Sales Fees	\$3,900	\$3,000	\$900	\$900
Records Fees/Fingerprinting	\$100	\$455	\$285	\$330
Bond Processing Fees	\$4,184	\$872	\$648	\$502
TOTAL FEES COLLECTED	\$13,293	\$10,994	\$6,329	\$7,309

CORRECTIONS DIVISION**JAIL POPULATION**

New Intake Bookings	196	215	238	241
Inmates Released	184	203	232	245
Federal Inmate ADP	15	8	6	6
Kendall County Inmate ADP	60	44	46	42
Other Jurisdictions Inmate ADP	4	4	5	6
Average Daily Population	79	56	57	54
ADP of inmates housed in other Jurisdictions	10	5	4	4

JAIL MEALS	June-23	June-24	May-25	June-25
Number of Meals Prepared Consolidated/Aramark	7,567	5,240	5,386	5,054
Price Per Meal	\$3.07	\$3.08	\$4.41	\$4.53

INMATE TRANSPORTS

To and From Kendall County Courthouse	44	42	47	35
Other County Court Transports	7	2	2	1
Out of County Prisoner Pickups	12	30	17	23
To I.D.O.C	2	0	1	0
Medical/Dental Transports	10	7	2	4
Court ordered medical transports	0	2	1	1
Juvenile To and From Youth Homes/Courts	11	5	1	1
Federal Transports	5	2	8	4
To and From Kane County Jail	18	6	8	2
TOTAL INMATE TRANSPORTS	109	96	87	71

INMATE WORK CREWS

Number of Inmates	2	1	0	0
Number of Locations	1	1	0	0
Total Hours Worked	6	2	0	0

REVENUE

Amount Invoiced for Inmates Housed for Other Juris.	\$2,250	\$0	\$1,560	
Amount Invoiced for Federal Housing	\$36,000	\$22,080	\$17,112	\$16,560
Amount Invoiced for Federal Court Transport	\$2,358	\$1,204	\$605	\$692
Amount Invoiced for Federal Medical Transport	\$573	\$0	\$1,028	\$500
TOTAL INVOICED	\$41,181	\$23,284	\$20,305	\$17,752

MEDICAL BILLING

Medical Contractual Services	\$21,917	\$1,230	\$24,115	\$24,115
Prescriptions	\$1,817	\$1,186	\$771	\$16,182
Medical	\$1,832	\$83	\$39	\$10
Dental	\$0	\$415	\$0	\$0
Emergency Medical Services	\$80	\$0	\$0	\$118
Medical Supplies	\$340	\$123	\$101	\$65
TOTAL MEDICAL BILLING	\$25,986	\$3,038	\$25,025	\$40,489

Housing Expense

Kane County Jail	\$16,425	\$0	\$0	\$0
TOTAL HOUSING EXPENSE	\$16,425	\$0	\$0	\$0

COURT SECURITY

Entries	11,522	9,932	12,453	12,580
Items X-rayed	4,960	3,921	4,501	5,058
Bond Call - In Person	11	124	121	118
Bond Call - Video	48	1	0	0
Kendall Prisoners	86	31	36	33
Other Prisoners	34	21	14	26
Arrests made at Courthouse	28	10	22	19
Contraband Refused	46	46	37	52

ELECTRONIC HOME MONITORING

TOTAL DEFENDANTS ORDERED TO EHM	June-23	June-24	May-25	June-25
Juvenile	6	3	9	6
Adult	73	66	67	75
TOTAL PARTICIPANTS	79	69	76	81

Orders	June-23	June-24	May-25	June-25
Presentenced	74	61	71	76
Bischof	32	28	32	37
Post Sentenced	5	8	5	5

Days Defendants Served on EHM	June-23	June-24	May-25	June-25
Juvenile	111	53	205	110
Adult	2,098	1,777	1,952	2,093
TOTAL DAYS	2,209	1,830	2,157	2,203

EHM VIOLATIONS	June-23	June-24	May-25	June-25
Juvenile	1	0	3	1
Adult	8	9	13	21
TOTAL VIOLATIONS	9	9	16	22

COST vs. COLLECTIONS	June-23	June-24	May-25	June-25
Cost	\$5,810	\$4,813	\$5,673	\$5,794
Collected	\$2,430	\$29,523	\$3,276	\$12,035

KCSO TRAINING

CORRECTIONS DIVISION	June-23	June-24	May-25	June-25
NATURE OF TRAINING				
Acting Officer in Charge				24
CIT Advanced 1 Day Refresher				8
CopFTO Academy				2
CourtSmart				0.5
Cybersecurity: Data Privacy & Safe Computing				1.5
Enhancing Work Relationships				21
Illinois Notary Public Training				3.5
KC Annual Unlawful Harassment				1.5
LEADS LTFA				4
LEADS Re-Cert				1.5
Mental Health In-House				42
NEOGov Cybersecurity Data Privacy & Security				0.5
NEOGov Harassment				3
NEOGov Identity Protection Act				2.5
OC Instructor				8
Policy 315				3
PREA: Rights, Reporting & Retaliation				21
PREA Your Role Responding to Sexual Abuse				6
Report Writing for Patrol Officers				8
Security & Privacy LEADS				7.5
Supervising & Managing the Field Training Process				32
The LGBTQ Community				3
TOTAL HOURS	195.00	235.50	96.75	204.00

OPERATIONS DIVISION	June-23	June-24	May-25	June-25
NATURE OF TRAINING				
Acting Officer In Charge				24
Advanced Crash Reconstruction Utilizing Human Behavior				40
ALICE Training Instructor				8
Anti-Bias for Policing: Part 1				1.5
Avoiding Preventable Use of Force				16
CIT Advanced 1 Day Refresher				8
CIT Conference				9
CourtSmart				13.5
CPR/AED				129.5

CSI 2: Crime Scene Investigation 2	80
Cybersecurity: Data Privacy & Safe Computing	1
Evidence-Based Interviews & Interrogations	48
Firearms Restraining Order Act Awareness	8
High Risk Vehicle Stops Instructor	32
Karina's Law/CIT	133
KC Annual Unlawful Harassment	2.25
LEADS LTFA	4
LEADS Re-Cert	9
Managing Property & Evidence in Law Enforcement	16
Mental Health Awareness	5
NEOGov Cybersecurity Data Privacy & Security	0.5
NEOGov Harassment	2
NEOGov Identity Protection Act	1
Policy 315	2
Security & Privacy LEADS	12
Supervising & Managing the Field Training Process	32
Trauma Informed Response to Sexual Abuse/Assault	8

TOTAL HOURS	377.00	562.25	558.00	645.25
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COURT SECURITY	June-23	June-24	May-25	June-25
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NATURE OF TRAINING

CourtSmart	3.5
Enhancing Work Relationships	6
PREA Rights, Reporting & Retaliation	6

TOTAL HOURS	27.00	17.00	18.00	15.50
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ADMINISTRATION DIVISION	June-23	June-24	May-25	June-25
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NATURE OF TRAINING

CourtSmart	1
Emergency Prep & Response: Tornadoes	0.25
KC Annual Unlawful Harassment	1.5
LEADS LTFA	4
NEOGov Cybersecurity Data Privacy & Security	0.25
NEOGov Identity Protection Act	0.5
Security & Privacy LEADS	1.5

TOTAL HOURS	17.00	0.50	25.75	9.00
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AUXILIARY	June-23	June-24	May-25	June-25
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NATURE OF TRAINING

Lexipol	11.75	5
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TOTAL HOURS	0.00	1.25	33.75	5.00
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PART TIMERS	June-23	June-24	May-25	June-25
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NATURE OF TRAINING

CourtSmart	2.5
CPR/AED	3.5
Emergency Medical Response	1
Firearms Restraining Order Act Awareness	1
Review of Use of Force Laws	0.5
Universal 8 Hour High Risk Traffic Stops	24

TOTAL HOURS	32.00	23.50	45.50	32.50
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KENDALL COUNTY OFFICE OF THE SHERIFF

Dwight A. Baird, Sheriff
1102 Cornell Lane Yorkville Illinois 60560
Phone: 630-553-7500 Fax: 630-553-1972
www.kendallcountyil.gov/sheriff



6 – Month Report

December 01, 2024 - May 31, 2025

<u>OPERATIONS DIVISION</u>	Total	Average
Calls for Service	4,523	754
Police Reports	1,903	317
Total Arrests	752	125
Traffic Contacts	2,719	453
Traffic Citations Issued	1,058	176
DUI Arrests	39	7
Total Crash Investigations	322	54
Total Miles Driven by Sheriff's Office	337,217	56,203
<hr/>		
<u>RECORDS DIVISION</u>	Total	Average
Sales Conducted	12	2
Papers Served/Executed	804	134
SA, SUBPOENA & FOIA REQUESTS	1,188	198
Total Warrants Served	601	100
Evictions Conducted	35	6
Civil Process Fees	\$42,987	\$7,164
Sheriff Sales Fees	\$9,900	\$1,650
Records Fees/Fingerprinting	\$2,143	\$357
Bond Processing Fees	\$4,564	\$761
<hr/>		
<u>CORRECTIONS DIVISION</u>	Total	Average
New Intake Bookings	1,361	227
Federal Inmate ADP		6
Kendall County Inmate ADP		45
Other Jurisdictions Inmate ADP		8
Average Daily Population		59
Amount Invoiced for Inmates Housed for Other Juris.	\$57,330	\$9,555
Amount Invoiced for Federal Housing	\$105,432	\$17,572
Amount Invoiced for Federal Court Transport	\$3,296	\$549
Amount Invoiced for Federal Medical Transport	\$2,152	\$359

STATE OF ILLINOIS
COUNTY OF KENDALL
- FILED -

JUL 07 2025

 COUNTY CLERK
KENDALL COUNTY

Ready to Protect, Proud to Serve

<u>COURT SECURITY</u>	Total	Average
Entries	69,716	11,619
Items X-rayed	28,143	4,691
Kendall Prisoners	222	37
Other Prisoners	103	17
Arrests made at Courthouse	129	22
Contraband Refused	438	73

<u>ELECTRONIC HOME MONITORING</u>	Total	Average
Juvenile Defendants Ordered to EHM		6
Adult Defendants Ordered to EHM		57
Days Defendants Served on EHM	10,683	1,781
Cost	\$28,096	4,683
Collected	\$32,800	\$5,467

<u>KCSO TRAINING</u>	Total	Average
Corrections Division	1,360	227
Operations Division	3,383	564
Court Security	239	40
Administration Division	112	19
Auxiliary Division	49	8
Part Time Deputies	244	41

6 - Month Budget Results

Sheriff's Budget	\$7,864,381.87	Correction's Budget	\$4,985,410.92
Year to Date	\$3,619,256.56	Year to Date	\$2,175,816.64
Balance	\$4,245,125.31	Balance	\$2,809,594.28
Percent	46%	Percent	\$43.6%

Respectfully Submitted,



Sheriff Dwight A. Baird

Office of Jill Ferko

Kendall County Treasurer & Collector
111 W. Fox Street Yorkville, IL 60560

Kendall County General Fund

QUICK ANALYSIS OF MAJOR REVENUES AND TOTAL EXPENDITURES AS OF MONTH END 06/30/2025

<u>REVENUES*</u>	<u>Annual Budget</u>	<u>2025 YTD Actual</u>	<u>2025 YTD% %</u>	<u>2024 MTD Actual</u>	<u>2024 MTD %</u>
Personal Property Repl. Tax	\$650,000	\$276,984	42.61%	\$387,660	42%
State Income Tax	\$3,640,768	\$2,619,447	71.95%	\$2,417,520	75%
Local Use Tax	\$810,000	\$227,849	28.13%	\$418,704	52%
State Sales Tax	\$700,000	\$466,282	66.61%	\$457,317	76%
County Clerk Fees	\$300,000	\$153,046	51.02%	\$135,951	39%
Circuit Clerk Fees	\$1,310,000	\$831,580	63.48%	\$750,496	75%
Fines & Foreits/St Atty.	\$310,000	\$206,926	66.75%	\$263,393	101%
Building and Zoning	\$100,000	\$66,182	66.18%	\$68,435	81%
Interest Income	\$800,000	\$1,158,824	144.85%	\$1,217,291	187%
Health Insurance - Empl. Ded.	\$1,398,187	\$809,655	57.91%	\$792,524	48%
1/4 Cent Sales Tax	\$3,906,000	\$2,186,497	55.98%	\$1,947,706	59%
County Real Estate Transf Tax	\$450,000	\$271,978	60.44%	\$328,488	73%
Federal Inmate Revenue	\$201,480	\$140,576	69.77%	\$152,260	30%
Sheriff Fees	\$121,765	\$60,570	49.74%	\$76,119	71%
TOTALS	\$14,698,200	\$9,476,396	64.47%	\$9,413,864	68%
Public Safety Sales Tax	\$8,000,000	\$3,992,646	49.91%	\$3,489,438	44%
Transportation Sales Tax	\$8,000,000	\$3,992,646	49.91%	\$3,489,438	44%

****All Accruals for FY24 have been completed at this time. So these figures are where we currently stand for FY2025**

*Includes major revenue line items excluding real estate property taxes which are to be collected later.

EXPENDITURES

All General Fund Offices/Categories

\$33,339,239 \$14,803,632 44.40% \$13,534,731

QUARTER: 1ST YEAR: 2025 COUNTY: Kendall CIRCUIT: 23rd	REPORT A ACTIVITY OF ALL CIVIL CASES
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CATEGORY	CODE	BEGINNING OPEN*	NEW FILED	REINSTATED	CLOSED	ADJUSTMENT	ENDING OPEN	INACTIVE	REACTIVATED
ARBITRATION	AR	0	0	0	0	0	0	0	0
CHANCERY	CH	67	6	2	11	-2	62	0	0
EMINENT DOMAIN	ED	16	0	0	3	-2	11	0	0
EVICTION	EV	80	141	3	123	13	114	0	0
FORECLOSURE	FC	149	66	0	42	1	174	0	0
GOVERNMENT CORPORTATION	GC	0	0	0	0	0	0	0	0
GUARDIANSHIP	GR	23	17	1	29	3	15	0	0
LAW > \$50,000	L	21	0	0	7	2	16	0	0
LAW > \$50,000	LA	169	40	1	44	2	168	0	0
LAW < \$50,000	LM	219	122	4	132	15	228	0	0
MENTAL HEALTH	MH	0	3	0	3	0	0	0	0
MISCELLANEOUS REMEDY	MR	34	31	0	22	-2	41	0	0
MUNICIPAL CORPORATION	MC	0	0	0	0	0	0	0	0
PROBATE	P	47	0	0	8	3	42	0	0
PROBATE	PR	138	29	0	19	1	149	0	0
SMALL CLAIM	SC	716	546	7	598	106	777	0	0
TAX	TX	9	39	0	3	0	45	0	0
TOTAL CIVIL		1688	1040	18	1044	140	1842	0	0

*THE NUMBER OF BEGINNING OPEN CASES IS THE SAME NUMBER THAT WAS REPORTED AS THE ENDING OPEN CASES FROM THE PREVIOUS QUARTER.

QUARTER: 1ST YEAR: 2025 COUNTY: Kendall CIRCUIT: 23rd	REPORT B ACTIVITY OF ALL CRIMINAL AND QUASI-CRIMINAL CASES
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TABLE 1											
CATEGORY	CODE	BEGINNING OPEN*	NEW FILED	NO. OF DEFENDANTS NEW FILED	NO. OF COUNTS	REINSTATED	CLOSED	ADJUSTMENT	ENDING OPEN	INACTIVE	REACTIVATED
CRIMINAL FELONY	CF	728	104	104	283	0	154	44	722	20	3
CRIMINAL MISDEMEANOR	CM	600	62	62	78	0	153	50	559	21	4
CONSERVATION VIOLATION	CV	1	1	1	1	0	0	0	2	0	0
DOMESTIC VIOLENCE	DV	144	36	36	71	0	40	12	152	5	0
DRIVING UNDER THE INFLUENCE	DT	325	45	45	127	0	71	6	305	0	1
MAJOR TRAFFIC	MT	1031	423	423	650	0	522	97	1029	17	0
MINOR TRAFFIC	TR	972	1111	1111	1237	0	1208	123	998	0	0
ORDINANCE VIOLATION	OV	66	5	5	6	0	7	-1	63	0	0
QUASI-CRIMINAL	QC	0	0	0	0	0	0	0	0	0	0
TOTAL CRIMINAL		3867	1787	1787	2453	0	2155	331	3830	63	8

*THE NUMBER OF BEGINNING OPEN CASES IS THE SAME NUMBER THAT WAS REPORTED AS THE ENDING OPEN CASES FROM THE PREVIOUS QUARTER.

TABLE 2: GUILTY PLEAS RECEIVED BY THE CIRCUIT CLERK PURSUANT TO SUPREME COURT RULES 529, 530 & 531					
CATEGORY	CODE	TOTAL PLEAS OF GUILTY TO THE CLERK	TOTAL PLEAS TO THE CLERK WITH REQUEST FOR SUPERVISION	TOTAL PLEAS OF ELECTRONIC GUILTY	TOTAL PLEAS OF ELECTRONIC GUILTY WITH REQUEST FOR SUPERVISION
CONSERVATION VIOLATION (Rule 530)	CV	0	0	0	0
MINOR TRAFFIC VIOLATION (Rules 529 or 531)	TR	551	398	65	64
TOTALS		551	398	65	64

TABLE 3: REASONS FOR INACTIVE INSTANCES					
CATEGORY	CODE	TOTAL INACTIVE*	WARRANT	SPECIALTY COURT	OTHER
CRIMINAL FELONY	CF	20	11	9	0
CRIMINAL MISDEMEANOR	CM	21	12	9	0
CONSERVATION VIOLATION	CV	0	0	0	0
DOMESTIC VIOLENCE	DV	5	5	0	0
DRIVING UNDER THE INFLUENCE	DT	0	0	0	0
MAJOR TRAFFIC	MT	17	17	0	0
MINOR TRAFFIC	TR	0	0	0	0
ORDINANCE VIOLATION	OV	0	0	0	0
QUASI-CRIMINAL	QC	0	0	0	0
TOTAL INACTIVE CASES		63	45	18	0

*THE REASONS FOR A CASE TO GO INACTIVE IN TABLE 3 SHOULD MATCH THE INACTIVE INSTANCES LISTED IN TABLE 1.

QUARTER: 1ST YEAR: 2025 COUNTY: Kendall CIRCUIT: 23rd	REPORT C ACTIVITY OF ALL FAMILY & JUVENILE CASES
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Table 1							
CATEGORY	CODE	BEGINNING OPEN*	NEW FILED	REINSTATED	CLOSED	ADJUSTMENT	ENDING OPEN
ADOPTION	AD	5	3	0	3	0	5
DISSOLUTION OF MARRIAGE	D	5	0	1	6	5	5
DISSOLUTION WITH CHILDREN	DC	176	57	0	61	11	183
DISSOLUTION WITHOUT CHILDREN	DN	99	45	0	51	0	93
FAMILY	F	16	0	0	3	3	16
FAMILY	FA	113	38	0	24	4	131
TOTAL FAMILY		414	143	1	148	23	433

Table 2										
CATEGORY	CODE	BEGINNING OPEN*	NEW FILED	NO. OF DEFENDANTS NEW FILED	REINSTATED	CLOSED	ADJUSTMENT	ENDING OPEN	INACTIVE	REACTIVATED
JUVENILE	J	0	0	0	0	0	0	0	0	0
JUVENILE	JV	9	0	0	0	0	0	9	0	0
JUVENILE ABUSE & NEGLECT	JA	124	31	75	0	4	0	151	0	0
JUVENILE DELINQUENT	JD	213	26	26	0	20	1	220	2	5
TOTAL JUVENILE		346	57	101	0	24	1	380	2	5

*THE NUMBER OF BEGINNING OPEN CASES IS THE SAME NUMBER THAT WAS REPORTED AS THE ENDING OPEN CASES FROM THE PREVIOUS QUARTER.

QUARTER: 1ST YEAR: 2025 COUNTY: Kendall CIRCUIT: 23rd	REPORT D ACTIVITY OF ALL OTHER CASES
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CATEGORY	CODE	BEGINNING OPEN*	NEW FILED	REINSTATED	CLOSED	ADJUSTMENT	ENDING OPEN	INACTIVE	REACTIVATED
CIVIL LAW VIOLATION	CL	12	0	0	0	0	12	0	0
CONTEMPT OF COURT	CC	43	3	0	2	0	44	0	0
MISCELLANEOUS CRIMINAL	MX	66	72	0	36	-1	101	24	8
ORDERS OF PROTECTION	OP	139	114	0	118	1	136	39	62
TOTAL OTHER		260	189	0	156	0	293	63	70

*THE NUMBER OF BEGINNING OPEN CASES IS THE SAME NUMBER THAT WAS REPORTED AS THE ENDING OPEN CASES FROM THE PREVIOUS QUARTER.

QUARTER: 1ST YEAR: 2025 COUNTY: Kendall CIRCUIT: 23rd	REPORT H ORDERS OF PROTECTION ISSUED OR GRANTED
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CATEGORY	EMERGENCY	INTERIM	PLENARY	TOTALS
Civil No Contact	12	0	6	18
Firearms Restraining Order	0	0	0	0
Orders of Protections	64	0	17	81
Stalking No Contact	2	0	2	4
TOTAL	78	0	25	103

QUARTER:1ST YEAR: 2025 COUNTY:Kendall CIRCUIT: 23RD	REPORT I AGE OF OPEN CASES
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CATEGORY	CODE	YEAR FILED						TOTAL
		2025	2024	2023	2022	2021	PRIOR TO 2021	
ARBITRATION	AR	0	0	0	0	0	0	0
CHANCERY	CH	6	16	5	4	1	30	62
EMINENT DOMAIN	ED	0	2	0	7	0	2	11
EVICITION	EV	88	22	2	2	0	0	114
FORECLOSURE	FC	59	80	21	14	0	0	174
GOVERNMENT CORPORATION	GC	0	0	0	0	0	0	0
GUARDIANSHIP	GR	11	3	0	1	0	0	15
LAW > \$50,000	L	0	0	0	0	5	11	16
LAW > \$50,000	LA	34	81	36	17	0	0	168
LAW < \$50,000	LM	106	110	5	1	1	5	228
MENTAL HEALTH	MH	0	0	0	0	0	0	0
MISCELLANEOUS REMEDY	MR	23	4	0	1	7	6	41
MUNICIPAL CORPORATION	MC	0	0	0	0	0	0	0
PROBATE	P	0	0	0	0	20	22	42
PROBATE	PR	28	71	35	15	0	0	149
SMALL CLAIM	SC	448	278	7	8	6	30	777
TAX	TX	39	5	0	0	0	1	45
TOTAL CIVIL		842	672	111	70	40	107	1842

CATEGORY	CODE	YEAR FILED						TOTAL
		2025	2024	2023	2022	2021	PRIOR TO 2021	
CRIMINAL FELONY	CF	99	260	124	66	37	136	722
CRIMINAL MISDEMEANOR	CM	55	168	69	31	43	193	559
CONSERVATION VIOLATION	CV	1	0	0	0	0	1	2
DOMESTIC VIOLENCE	DV	35	95	16	6	0	0	152
DRIVING UNDER THE INFLUENCE	DT	42	118	47	30	16	52	305
MAJOR TRAFFIC	MT	324	490	136	79	0	0	1029
MINOR TRAFFIC	TR	424	107	52	31	120	264	998
ORDINANCE VIOLATION	OV	2	1	0	5	4	51	63
QUASI-CRIMINAL	QC	0	0	0	0	0	0	0
TOTAL CRIMINAL		982	1239	444	248	220	697	3830

CATEGORY	CODE	YEAR FILED						TOTAL
		2025	2024	2023	2022	2021	PRIOR TO 2021	
ADOPTION	AD	2	3	0	0	0	0	5
DISSOLUTION OF MARRIAGE	D	0	0	0	0	1	4	5
DISSOLUTION WITH CHILDREN	DC	56	87	38	2	0	0	183
DISSOLUTION WITHOUT CHILDREN	DN	36	50	7	0	0	0	93
FAMILY	F	0	0	0	0	1	15	16
FAMILY	FA	36	79	10	6	0	0	131
TOTAL FAMILY		130	219	55	8	2	19	433

CATEGORY	CODE	YEAR FILED						TOTAL
		2025	2024	2023	2022	2021	PRIOR TO 2021	
JUVENILE	J	0	0	0	0	0	0	0
JUVENILE	JV	0	6	0	3	0	0	9
JUVENILE ABUSE & NEGLECT	JA	31	62	37	13	4	4	151
JUVENILE DELINQUENT	JD	26	110	44	13	6	21	220
TOTAL JUVENILE		57	178	81	29	10	25	380

CATEGORY	CODE	YEAR FILED						TOTAL
		2025	2024	2023	2022	2021	PRIOR TO 2021	
CIVIL LAW VIOLATION	CL	0	0	0	0	0	12	12
CONTEMPT OF COURT	CC	3	1	1	1	12	26	44
MISCELLANEOUS CRIMINAL	MX	49	34	11	7	0	0	101
ORDERS OF PROTECTION	OP	7	23	31	26	18	31	136
TOTAL OTHER		59	58	43	34	30	69	293

NOTE: CASES ARE REPORTED BY CASE CATEGORY AND YEAR OF FILING, REINSTATED CASES SHOULD BE REORTED FROM THE DATE OF REINSTATEMENT, EXCLUDE POST JUDGEMENT ACTIONS.

QUARTER:1ST YEAR:2025 COUNTY: Kendall CIRCUIT: 23RD	REPORT K SELF REPRESENTED LITIGANTS (SRLs)
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CATEGORY	CODE	CLOSED WITH AT LEAST 1 SRL AT ANY TIME IN THE CASE	CLOSED WITH AT LEAST 1 DEFAULT JUDGEMENT AT ANY TIME IN THE CASE	CLOSED WITH AT LEAST 1 LIMITED SCOPE APPEARANCE FILED AT ANY TIME IN THE CASE
ARBITRATION	AR	0	0	0
CHANCERY	CH	3	1	0
EMINENT DOMAIN	ED	1	0	0
EVICTION	EV	11	1	0
FORECLOSURE	FC	2	0	0
GUARDIANSHIP	GR	6	0	0
LAW > \$50,000	L	0	0	0
LAW > \$50,000	LA	6	1	0
LAW < \$50,000	LM	10	24	0
MENTAL HEALTH	MH	0	0	0
MISCELLANEOUS REMEDY	MR	16	0	0
PROBATE	P	0	0	0
PROBATE	PR	0	0	0
SMALL CLAIM	SC	38	134	0
TAX	TX	0	0	0
TOTAL CIVIL		93	161	0

CATEGORY	CODE	CLOSED WITH AT LEAST 1 SRL AT ANY TIME IN THE CASE	CLOSED WITH AT LEAST 1 DEFAULT JUDGEMENT AT ANY TIME IN THE CASE	CLOSED WITH AT LEAST 1 LIMITED SCOPE APPEARANCE FILED AT ANY TIME IN THE CASE
ADOPTION	AD	0	0	0
DISSOLUTION OF MARRIAGE	D	5	0	0
DISSOLUTION WITH CHILDREN	DC	36	0	0
DISSOLUTION WITHOUT CHILDREN	DN	22	0	0
FAMILY	F	2	0	0
FAMILY	FA	15	0	0
TOTAL FAMILY		80	0	0

CATEGORY	CODE	CLOSED WITH AT LEAST 1 SRL AT ANY TIME IN THE CASE	CLOSED WITH AT LEAST 1 DEFAULT JUDGEMENT AT ANY TIME IN THE CASE	CLOSED WITH AT LEAST 1 LIMITED SCOPE APPEARANCE FILED AT ANY TIME IN THE CASE
MISCELLANEOUS CRIMINAL	MX	0	0	0
ORDERS OF PROTECTION	OP	2	0	0
TOTAL OTHER		2	0	0

QUARTER: 1ST YEAR: 2025 COUNTY: Kendall CIRCUIT: 23rd	REPORT L POST JUDGEMENT ACTIVITY
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CIVIL CASES		
CATEGORY	CODE	# OF COURT EVENTS
ARBITRATION	AR	0
CHANCERY	CH	6
EMINENT DOMAIN	ED	0
EVICTON	EV	11
FORECLOSURE	FC	10
GOVERNMENT CORPORTATION	GC	0
GUARDIANSHIP	GR	55
LAW > \$50,000	L	3
LAW > \$50,000	LA	18
LAW < \$50,000	LM	69
MENTAL HEALTH	MH	0
MISCELLANEOUS REMEDY	MR	5
MUNICIPAL CORPORATION	MC	0
PROBATE	P	64
PROBATE	PR	3
SMALL CLAIM	SC	385
TAX	TX	1
TOTAL		630

CRIMINAL AND QUASI-CRIMINAL CASES		
CATEGORY	CODE	# OF COURT EVENTS
CRIMINAL FELONY	CF	593
CRIMINAL MISDEMEANOR	CM	326
CONSERVATION VIOLATION	CV	0
DOMESTIC VIOLENCE	DV	103
DRIVING UNDER THE INFLUENCE	DT	243
MAJOR TRAFFIC	MT	1127
MINOR TRAFFIC	TR	912
ORDINANCE VIOLATION	OV	0
QUASI-CRIMINAL	QC	0
TOTAL		3304

FAMILY AND JUVENILE CASES		
CATEGORY	CODE	# OF COURT EVENTS
ADOPTION	AD	0
DISSOLUTION OF MARRIAGE	D	419
DISSOLUTION WITH CHILDREN	DC	121
DISSOLUTION WITHOUT CHILDREN	DN	20
FAMILY	F	262
FAMILY	FA	106
JUVENILE	J	0
JUVENILE	JV	6
JUVENILE ABUSE & NEGLECT	JA	9
JUVENILE DELINQUENT	JD	68
TOTAL		1011

ALL OTHER CASES		
CATEGORY	CODE	# OF COURT EVENTS
CIVIL LAW VIOLATION	CL	0
CONTEMPT OF COURT	CC	3
MISCELLANEOUS CRIMINAL	MX	37
ORDERS OF PROTECTION	OP	153
TOTAL		193

**Office of the Kendall County Coroner
Jacquie Purcell**

**Monthly Report
June 2025**

* In June there were 20.5 hours of community service served at the Kendall County Coroner's Office.

* Coroner Purcell attended an online webinar "From Crime Scene to Autopsy: An Insider's Journey into Death Investigations (2 ABMDI CEU)

* Deputy Coroner McCarron attended the Forensic Anthropology Center at the University of TN on May 12 - 15.

* In June, the Kendall County Coroner's Office collected:

Medications: 60 lbs

SHARPS: 93 lbs

Deaths Report to the M.E.		Deaths Investigations	
June 2025	43	June 2025	8
YTD	219	YTD	33

MEI Scene Investigations		Postmortem Examinations	
June 2025	8	June 2025	4
YTD	36	YTD	14

Manner of Death						
	Natural	Accident	Suicide	Homicide	Undetermined	Pending
June 2025	36	0	2	0	0	5
YTD	198	6	8	0	1	6

Cremation Permits Issued	
June 2025	25
YTD	140

Case Number	MOD	COD	DOB	DOD	Autopsy	Scene
2025-0178	Natural	Neoplasm/Cancer	09-16-1947	06-01-2025	None	No
2025-0179	Natural	Neoplasm/Cancer	01-23-1939	06-02-2025	None	No
2025-0180	Natural	Dementia-Alzheimers	03-22-1944	06-03-2025	None	No
2025-0181	Natural	Dementia-Alzheimers	12-25-1935	06-04-2025	None	No
2025-0182	Natural	Cardiac	08-11-1937	06-05-2025	None	No
2025-0183	Natural	Nervous System	03-12-1965	06-06-2025	None	No
2025-0184	Natural	Neoplasm/Cancer	01-10-1958	06-06-2025	None	No
2025-0185	Natural	Cardiac	09-05-1940	06-07-2025	None	No
2025-0186	Natural	Pulmonary-COPD	02-25-1942	06-09-2025	None	No
2025-0187	Natural	Dementia-Alzheimers	12-02-1933	06-10-2025	None	No
2025-0188	Natural	Cardiac	07-31-1938	06-12-2025	None	No
2025-0189	Natural	Neoplasm/Cancer	11-07-1961	06-12-2025	None	No
2025-0190	Natural	Cardiac	01-13-1949	06-12-2025	None	No
2025-0191	Pending	Drug Death-Acute Intoxication	05-31-1974	06-12-2025	Full	Yes
2025-0192	Natural	Neoplasm/Cancer	09-20-1961	06-13-2025	None	No
2025-0193	Natural	Cardiac-ASCVD-IHD and Hypertension	06-15-1952	06-13-2025	None	No
2025-0194	Natural	Neoplasm/Cancer	05-02-1963	06-15-2025	None	No
2025-0195	Suicide	Carbon Monoxide - Automobile Exhaust	12-26-1973	06-15-2025	Toxicology	Yes
2025-0196	Natural	Renal Disease	11-16-1954	06-15-2025	None	No
2025-0197	Natural	Neoplasm/Cancer	06-05-1971	06-15-2025	None	No
2025-0198	Natural	Cardiac-ASCVD-IHD and Hypertension	06-24-1952	06-15-2025	None	No
2025-0199	Natural	Renal Disease	01-14-1958	06-16-2025	None	No
2025-0200	Natural	Cardiac	10-07-1948	06-16-2025	None	Yes
2025-0201	Natural	Neoplasm/Cancer	04-15-1935	06-16-2025	None	No
2025-0202	Natural	Cardiac-Infarct NOS	03-31-1929	06-17-2025	None	No
2025-0203	Natural	Cardiac	06-14-1940	06-18-2025	None	No
2025-0204	Pending	Fall	08-17-1937	06-19-2025	None	No
2025-0205	Natural	Cardiac	09-05-1945	06-19-2025	None	No
2025-0206	Natural	Neoplasm/Cancer	01-10-1958	06-19-2025	None	No
2025-0207	Pending	Cardiac-ASCVD-IHD and Hypertension	08-19-1972	06-19-2025	Full	Yes
2025-0208	Natural	Dementia-Alzheimers	09-03-1942	06-20-2025	None	No
2025-0209	Natural	Infection-Lung	01-10-1930	06-21-2025	None	No
2025-0210	Natural	Dementia-Alzheimers	11-18-1926	06-21-2025	None	No
2025-0211	Pending	Undetermined/Other	08-23-2008	06-22-2025	Full	Yes
2025-0212	Natural	Neoplasm/Cancer	05-29-1957	06-23-2025	None	No
2025-0213	Natural	Cardiac	09-23-1955	06-24-2025	None	No

Case Number	MOD	COD	DOB	DOD	Autopsy	Scene
2025-0214	Natural	Cardiac-ASCVD-IHD and Hypertension	02-14-1969	06-24-2025	None	Yes
2025-0215	Natural	Nonspecific Natural	05-25-1931	06-25-2025	None	No
2025-0216	Pending	Undetermined/Other	02-15-1963	06-26-2025	Full	Yes
2025-0217	Suicide	Blunt Force	05-28-1977	06-26-2025	None	Yes
2025-0218	Natural	Renal Disease	12-29-1948	06-28-2025	None	No
2025-0219	Natural	Neoplasm/Cancer	08-02-1952	06-29-2025	None	No
2025-0220	Natural	Neoplasm/Cancer	04-15-1961	06-30-2025	None	No

To: Law, Justice and Legislation Committee Board Members
 Kendall County Board
 Kendall County, Illinois
 From: Jason D. Majer, Kendall County Public Defender

KCBoard@kendallcountyil.gov
 dgillette@kendallcountyil.gov

MONTHLY REPORT OF NUMBER OF CASES ASSIGNED AND CLOSED FOR EACH PUBLIC DEFENDER

AS OF JULY 2025

	<u>J. MAJER</u>	<u>C. WHEATON</u>	<u>K. GUSTAFSON</u>	<u>R.LANCILOTI</u>	<u>B.KROEGER</u>	<u>S. HOLLMEYER</u>	<u>New Files</u>	<u>TOTAL</u>
Criminal Felony:	134	173	280			86	93	
Class M-	4							
Class X-	3	8	4					
Class 1-	2	12	10					
Class 2-	45	54	68					
Class 3-	28	36	83			43		
Class 4-	51	61	112			43		
MX/SVP/Post C.:	1	2	3					
Criminal CM:	27	22	76	48	34	65	39	
Criminal DUI/DT:	15	1	6	22	32	10	15	
Criminal DV:	13	9	5	62	59	53	26	
Traffic Offenses (TR):	8	29	45	100	15	69	17	
Traffic Offenses (MT):	19	9	24	127	138	144	185	
Juvenile JA/Truancy JV:			4	74	166	94	25	

	<u>J. MAJER</u>	<u>C. WHEATON</u>	<u>K. GUSTAFSON</u>	<u>R.LANCILOTI</u>	<u>B.KROEGER</u>	<u>S. HOLLMEYER</u>	<u>New Files</u>	<u>TOTAL</u>
Juvenile JD:			1	36	32	21	12	
Class X-					1	5		
Class 1-				1	1	2		
Class 2-				6	3	2		
Class 3-				10	5	3		
Class 4-			1	9	3	2		
CM-				10	19	7		
Criminal Contempt:								
Civil Law/Other:								
Conditions Call Only:							33	
Total Open/JULY-25:	216	243	441	469	476	542		2,387
Total Open/JUN-25:	213	246	426	346	413	473		2,117
Total Closed/JUN-25:	55	25	64	56	29	40		269
Total New Files-JUN-25:	21	49	74	108	82	78		412



VETERANS ASSISTANCE COMMISSION OF KENDALL COUNTY

811 West John Street
Yorkville, IL. 60560
P: 630.553.8355
F: 630.553.0003
Kendallvets.org

VACKC SUPERINTENDENTS REPORT

June 2025

Meeting Date

July 15, 2025

Veterans Assistance Commission of Kendall County (VACKC or VAC) provides just and needed assistance to the Veterans whom reside in Kendall County. As an organization, there is no service that the VAC cannot fulfill either directly or through our trusted community partners. I am pleased to provide the activities of the VACKC to the Kendall County Board. We strive to be an organization that Veterans can count on in their time of need.

- The VAC had **324** interactions with Veterans of Kendall County.

In June, the VAC assisted **143** Veterans. The services we provided included disability claims, health care enrollment, food and shelter assistance, job search assistance etc. with a primary focus on disability claims and access to healthcare.

DISABILITY COMPENSATION

Disability claims can be more time consuming due to evidence retrieval and examination process. Veteran Service Officers (VSO) have to go through ample amounts of Veteran's health files (military and civilian) to find medical conditions associated with their military service and the secondary conditions that often develop from those. It requires medical knowledge and the ability to research and develop an argument based on credible medical resources to successfully service-connect a Veteran.

- During this period the VAC completed **59** disability Claims which consists of submitting:
 - **123** VA Documents submitted

A monetary benefit awarded to a Veteran after a successful claim. The benefit is tax exempt and distributed on the first of every month.

- **\$33,331.00** awarded to Kendall County Veterans.
- In total, monthly, Kendall County Veterans receive **\$2,566,626.00** in financial benefits.

- Annually, Kendall County Veterans receive **\$30,683,815.00** in disability compensation.

Another aspect to disability benefits is the retroactive payment. This one-time payment covers the period from claim submittal to date of decision. Often this process takes months to complete.

- **\$142,921.00** awarded to Kendall County Veterans retroactively.

In Summation, the VAC effectively facilitated **\$176,252.00** in **NEW** financial benefits for the Veterans of Kendall County.

ASSISTANCE

The VAC provides Veterans assistance with shelter, food, utilities, and emergencies. Currently, Veterans are in need of shelter as well as food due to the increasing cost to wage gap. Most that require our assistance are on fixed income (SSI, SSDI). Our organization has assisted Veterans in securing gainful employment so they do not have to rely on assistance from any organization.

- The VAC provides **five (5)** individuals with shelter assistance. Each individual receives a check for **\$500.00** every month to help with mortgage or rent.
- The VAC has **five (5)** individuals on food assistance that consists of ALDI gift cards for **\$100.00** per card.

TRANSPORTATION

The VAC transportation program is popular with the Veteran community of Kendall County. We have three vehicles with operate daily. We provide door-to-door services to health care appointments with the VA as well as local appointments. We have one handicapped accessible vehicle, which the VAC is looking to add an additional handicapped accessible vehicle to our fleet.

- The VAC has **94** riders.
- VACKC vehicles provided **39** rides to Hines VA.
- VACKC vehicles provided **18** rides locally.



OUTREACH

Events attended:

Veteran Owned Business Meeting 6/16/2025

INSights and Straight Talk Podcast 6/19/2025

Oswego LEADS Presentation 6/26/2025

Plainfield Fest 6/28/2025-6/29/2025

Run, Walk, Ruck 6/29/2025

Kendall County Community Partner Assessment 7/10/2025

Veteran Coffee Talk 7/11/2025

Confirmed Future Events:

Run, Walk, and Ruck Events	Oswego	7/27/2025, 8/17/2025
Allenforce Grand Opening	Plainfield	7/25/2025 0900-1600
USO BBQ for the Troops	River View Ford Oswego	7/26/2025 1000-1400
Kendall County Fair	Kendall County Fairgrounds	07/31/2025-08/03/2025
National Night Out	Oswego Police Department	8/5/2025
VetFest 141 Foundation Concert	Venue 1012	8/9/2025
Montgomery Fest	Montgomery	08/15-08/17/2025
Aurora CBOC Enrollment Clinic	Aurora VA CBOC	9/6/2025
IJF Regional Summit	Cantigny Park	9/18/2025
Montgomery River Run	Montgomery	10/4/2025
Fall Family Fest NAMI	Peg-Bond Center	10/4/2025
Fall Fest Kendall County Fairgrounds	Kendall County Fairgrounds	10/19/2025
Oswego Christmas Walk	Oswego	12/5/2025
Montgomery Merry and Bright	Montgomery	12/7/2025

Reoccurring Events:

- Continuum of Care- Kendall, Will and Grundy Counties every 1st Wednesday of an odd month
- Kendall County TRIAD Meeting every 2nd Monday of the month at the Yorkville Senior Services Beecher Center
- Veteran Coffee Talk every 2nd Friday of the month at the Yorkville Senior Services Beecher Center
- WSPY Radio airing every 3rd Thursday of the month, unless otherwise noted by WSPY
- Veteran Owned Business Meeting every 3rd Monday of the month, Rosie's Diner





Kendall County Agenda Briefing

Meeting Type: County Board
Meeting Date: 7/16/2025
Subject: Approval of Fiscal Year 2024 General Fund Balance Policy
Transfers Out
Prepared by: Jennifer Breault, Finance and Budget Analyst
Department: Administration

Action Requested:

Approval of Fiscal Year 2024 General Fund Balance Reserve 7-Month Transfers Out

Board/Committee Review:

Finance Committee 6/26/25

Fiscal impact:

\$5,920,809 from the General fund to \$2,960,405 to Building Fund #1401, \$2,960,405 Capital Improvement Fund #1402

Background and Discussion:

The purpose of this transfer is to allocate additional unrestricted funds following the Kendall County Annual Audit. Kendall County directs fund balance in excess of 58.33% of current year expenditures to a capital or other designated fund as approved by the county board. To support capital projects and initiatives, we will transfer \$2,960,405 to Building Fund #1401 and \$2,960,405 to Capital Improvement Fund #1402

Staff Recommendation:

Approval of Fiscal Year 2024 General Fund Balance Policy

Attachments:

General Fund Balance Reserve Policy

General Fund Balance Calculation

YEAR END

	Description	FY24 Year End	Fund Balance Mos.
<u>FY24 Audit</u>			
1	FY24 Beginning Balance	\$ 24,270,733	
2	FY24 Revenue & Transfers In	36,554,433	
3	FY24 Expenditure	(25,150,211)	
4	FY24 Transfer Out - HealthCare Fund	(4,050,000)	
5	FY24 Transfers Out	(6,429,294)	
6	FY24 Fund Balance surplus/(deficit)	924,928	
7	FY24 Ending Fund Balance	\$ 25,195,661	
8	Fund Balance Calculation		86.3%
9	Fund Balance Months		10.4
10	FY24 Ending Fund Balance	25,195,661	
11	FY25 58.33% of Budgeted Expenditure & \$4M HealthCare Transfer Out	(19,274,852)	
12	FY25 Amount Available to Transfer Out	5,920,809	
<u>FY25 Budget</u>			
13	FY25 Beginning Balance	\$ 25,195,661	
14	FY25 Budgeted Revenue & Transfers In	33,339,238	
15	FY25 Budgeted Expenditure	(29,156,492)	
16	FY25 Budgeted Transfer Out - HealthCare Fund	(3,888,000)	
17	FY25 Budgeted Transfers Out	(294,746)	
18	FY25 Amount Available to Transfer Out	(5,920,809)	
19	FY25 Estimated Fund Balance surplus/(deficit)	(5,920,809)	
20	FY25 Estimated Ending Fund Balance	\$ 19,274,852	
21	Fund Balance Calculation		58.3%
22	Fund Balance Months		7.0

\$5,920,809 Surplus transfer to Capital

<u>Revenue</u>	
GF Fund Balance Policy	5,920,809
<u>Capital Expenditures</u>	
Transfer to Building Fund 1401	2,960,405
Transfer to Capital Improv Fund 1402	2,960,405
Total Expenditure	5,920,809



Kendall County Agenda Briefing

Meeting Type: County Board
Meeting Date: 7/15/2025
Subject: Approval of an Ordinance Approving a Budget Amendment #1
Prepared by: Jennifer Breault
Department: Administration

Action Requested:

Approval of an Ordinance Approving a Budget Amendment #1

Board/Committee Review:

Finance Committee 6/26/2025

Fiscal impact:

General Fund Impact Increase Expense \$6,112,608

General Fund Impact Increase Revenue \$28,330

Other Fund Impact Expense \$3,640,109.80

Other Fund Impact Revenue \$11,574,559.30

Background and Discussion:

This first budget amendment provides:

Per our general fund balance policy, we are moving funds into capital funds for building projects. There have been new accounts that have been set up with no budget. Increase in capital needs thus causes an increase in capital expenditure. Social Service for Seniors budget allocation of expenditures.

Staff Recommendation:

Approval of Budget Amendment #1

Attachments:

Ordinance for Budget Amendment and Exhibit A

COUNTY OF KENDALL, ILLINOIS

ORDINANCE 2025-__

**ORDINANCE AUTHORIZING A BUDGET AMENDMENT TO THE
KENDALL COUNTY FISCAL YEAR 2025 BUDGET**

WHEREAS, 55 ILCS 5/6-1002 provides that, the authority of the County Board to amend the annual appropriation ordinance at any point during the fiscal year shall be the same as its authority to determine and adopt the original annual budget; such amended budget shall be prepared as otherwise provided in this Section; and

WHEREAS, 55 ILCS 5/6-1003 provides that, after the adoption of the county budget, transfers of budget appropriations affecting personnel and capital may be made at any meeting of the county board by a two-thirds vote of all members constituting such board, provided any such transfer of appropriations does not affect the total amount appropriated for the fund; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increased transfer out of \$2,960,405 to remain in accordance with the General Fund Fund Balance Policy adopted by Resolution 2014-33 to Corporate (General) Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increased transfer in of \$2,960,405 to remain in accordance with the General Fund Fund Balance Policy adopted by Resolution 2014-33 to Building Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increased transfer out of \$2,960,405 to remain in accordance with the General Fund Fund Balance Policy adopted by Resolution 2014-33 to Corporate (General) Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increased transfer in of \$2,960,405 to remain in accordance with the General Fund Fund Balance Policy adopted by Resolution 2014-33 to Capital Improvement Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase transfer out of \$3,000,000 to the Transfer to Public Safety Capital Line in the Public Safety Sales Tax Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase transfer in of \$3,000,000 to the Transfer from Public Safety Sales Tax Line in the Public Safety Capital Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$39,000 to the Salaries-Compliance Officer Line in the Corporate General Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$18,000 to the Salaries-Clerical Line in the Corporate General Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$8,522 to the Natural Gas-COB2 Line in the Corporate General Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$1,050 to the Water-Firehouse Line in the Corporate General Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$1,575 to the Water-COB2 Line in the Corporate General Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$2,160 to the Electric-Firehouse Line in the Corporate General Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$30,418 to the Electric-COB2 Line in the Corporate General Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$3,180 to the Natural Gas-Firehouse Line in the Corporate General Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the decrease expense of \$2,160 to the Electric-Firehouse Line in the Corporate General Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the decrease expense of \$30,418 to the Electric-COB2 Line in the Corporate General Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the decrease expense of \$3,180 to the Natural Gas-Firehouse Line in the Corporate General Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the decrease expense of \$8,522 to the Natural Gas-COB2 Line in the Corporate General Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the decrease expense of \$1,050 to the Water-Firehouse Line in the Corporate General Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the decrease expense of \$1,575 to the Water-COB2 Line in the Corporate General Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$79,539.75 to the Salaries-Chief/Commander Line in the Corporate General Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$30,427.21 to the Salaries-Chief/Commander Line in the Corporate General Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$354,487 to the Salaries-Full-time Line in the GIS Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the decrease expense of \$354,487 to the Salaries-Other Line in the GIS Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$40,000 to the Miscellaneous Expense Line in the Kendall Area Transit Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase revenue of \$30,000 to the RTA Mobility Manager Line in the Kendall Area Transit Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$5,000 to the Salaries Other Line in the Law Library Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase revenue of \$313,378.30 to the Grant Award in the IL Court Tech Modernization Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$72,795.85 to the Equipment Line in the IL Court Tech Modernization Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the decrease expense of \$64,800 to the Supplies Line in the IL Court Tech Modernization Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$305,382.45 to the Contractual Line in the IL Court Tech Modernization Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase revenue of \$55,000 to the Grant Award Line in the National Children Alliance Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$6,000 to the Equipment Line in the National Children Alliance Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$50,000 to the Salaries and Wages Line in the National Children Alliance Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$17,310 to the Health Care Insurance Premium Line in the Healthcare Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$714 to the Dental Insurance Line in the Healthcare Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$3,220 to the Remit to IMRF Line in the IMRF Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$3,825 to the Remit to IRS Line in the SSI Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$25,000 to the Miscellaneous Expense Line in the Domestic Violence Response Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase transfer out of \$2,900 to the Transfer to the Healthcare Fund Line in the Mental Health Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$20,000 to the Vehicle Purchases Line in the Public Safety Capital Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$60,000 to the Other Public Health Services Line in the American Rescue Plan Act Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase revenue of \$13,000 to the Revenue Line in the Sheriff FTA Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$10,000 to the Miscellaneous Expense Line in the Sheriff FTA Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$600 to the L.E. Ops Miscellaneous Line in the Sheriff FTA Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$17,000 to the Animal Medical Care Line in the Animal Medical Care Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$27,901.50 to the Capital Expenditures Line in the GIS Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$4,919 to the Salaries-Superintendent Line in the County Highway Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$317 to the Remit to IMRF Line in the IMRF Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$376 to the Remit to IRS Line in the SSI Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$24,831 to the Salaries-Supervisors Line in the Corporate General Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$1,599 to the Remit to IMRF Line in the IMRF Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$1,900 to the Remit to IRS Line in the SSI Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase transfer in of \$28,330 to the Transfer from Doc Storage Line in the Corporate General Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase transfer out of \$28,330 to the Transfer to General Fund Line in the Circuit Clerk Doc Storage Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$35,845 to the CNN Line in the Social Services for Seniors Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$64,395 to the Fox Valley Older Adults Line in the Social Services for Seniors Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$81,474 to the Oswegoland Seniors Line in the Social Services for Seniors Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$10,759 to the Prairie State Legal Line in the Social Services for Seniors Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$129,970 to the Senior Services Associates Line in the Social Services for Seniors Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the increase expense of \$12,877 to the VNA HealthCare Line in the Social Services for Seniors Fund Budget; and

WHEREAS, the Fiscal Year 2025 Budget did not include the decrease expense of \$335,500 to the Distribution Line in the Social Services for Seniors Fund Budget; and

NOW, THEREFORE, BE IT RESOLVED, by this County Board of Kendall County, Illinois that the following budget revisions and journal entries in the Fiscal Year 2025 Budget are hereby authorized as follows in attached Exhibit A.

BE IT FURTHER RESOLVED that the Kendall County Clerk is hereby authorized to distribute a certified copy of this Ordinance to the County Administrator and the Kendall County Treasurer.

Approved and adopted by a two-thirds majority vote of the County Board of Kendall County, Illinois, this _____ day of _____ 2025.

Board Chairman Signature:

Attest:

Matt Kellogg, Chairman
County Board

Debbie Gillette
County Clerk

_____Ayes
_____Nays
_____Abstain

Attachment A
Kendall County
FY25 Budget Amendment
6/26/2025

No.	Fund	Org	Object	Description	Debit	Credit
1	General Fund	11003038	61100	Transfer to Building Fund	2,960,405.00	
2	Building Fund	140125	40000	Transfer from General Fund		2,960,405.00
3	General Fund	11003038	61030	Transfer to Capital Improvement Fund	2,960,405.00	
4	Capital Improvement Fund	140225	40000	Transfer to General Fund		2,960,405.00
5	Public Safety Sales Tax Fund	132725	61040	Transfer to Public Safety Capital	3,000,000.00	
6	Public Safety Capital	140425	40200	Transfer from Public Safety Sales Tax Fund		3,000,000.00
7	General Fund	11001902	51080	Salaries - Compliance Officer	39,000.00	
8	General Fund	11002009	51030	Salaries- Clerical	18,000.00	
9	General Fund	11001044	69340	Natural Gas - COB2	8,522.00	
10	General Fund	11001044	69390	Water - Firehouse	1,050.00	
11	General Fund	11001044	69400	Water - COB2	1,575.00	
12	General Fund	11001044	69140	Electric- Firehouse	2,160.00	
13	General Fund	11001044	69150	Electric- COB2	30,418.00	
14	General Fund	11001044	69330	Natural Gas- Firehouse	3,180.00	
15	General Fund	11001044	69590	Electric Firehouse		2,160.00
16	General Fund	11001044	69600	Electric-COB2		30,418.00
17	General Fund	11001044	69610	Natural Gas -Firehouse		3,180.00
18	General Fund	11001044	69620	Natural Gas- COB2		8,522.00
19	General Fund	11001044	69630	Water- Firehouse		1,050.00
20	General Fund	11001044	69640	Water-COB2		1,575.00
21	General Fund	11002009	51150	Salaries-Chief/Commander	79,539.75	
22	General Fund	11002010	51150	Salaries-Chief/Commander	30,427.21	
23	GIS Fund	131712	51390	Salaries-Full Time	354,487.00	
24	GIS Fund	131712	51330	Salaries-Other		354,487.00
25	Kendall Area Transit	176505	66500	Misc. Expense	40,000.00	
26	Kendall Area Transit	176505	43910	RTA Mobility Manager		30,000.00
27	Law Library	132415	51330	Salaries Other	5,000.00	
28	IL Court Tech Modernization	174715	42970	Grant Award		313,378.30
29	IL Court Tech Modernization	174715	70030	Equipment	72,795.85	-
30	IL Court Tech Modernization	174715	70040	Supplies		64,800.00
31	IL Court Tech Modernization	174715	70050	Contractual	305,382.45	-
32	National Children Alliance NCA	174121	42970	Grant Award		55,000.00
33	National Children Alliance NCA	174121	62160	Equipment	6,000.00	
34	National Children Alliance NCA	174121	70000	Salaries and Wages	50,000.00	
35	HealthCare	136125	65470	Health Care Insurance Premium	17,310.00	

Kendall County
FY25 Budget Amendment
6/26/2025

No.	Fund	Org	Object	Description	Debit	Credit
36	HealthCare	136125	65420	Dental Insurance	714.00	
37	IMRF	120608	52000	Remit to IMRF	3,220.00	
38	SSI	120808	52010	Remit to IRS	3,825.00	
39	Domestic Violence Response Tm	133625	66500	Misc. Expense	25,000.00	
40	Mental Health	135815	61450	Trns. to Health Care Fund	2,900.00	-
41	Public Safety Capital	140425	69760	Vehicle Purchase	20,000.00	
42	American Rescue Plan Act	177025	79114	Other Public Health Services	60,000.00	
43	Sheriff FTA Fund	133620	42250	Revenue		13,000.00
44	Sheriff FTA Fund	133620	66500	Misc. Expense	10,000.00	
45	L.E. Operations	135620	66500	L.E. Ops Miscellaneous	600.00	
46	Animal Medical Care Fund	130201	67020	Animal Medical Care Expense	17,000.00	
47	GIS Fund	131712	69780	Capital Expenditures	27,901.50	
48	County Highway Fund	120207	51050	Salaries Superintendent	4,919.00	
49	IMRF	120608	52000	Remit to IMRF	317.00	
50	SSI	120808	52010	Remit to IRS	376.00	
51	General Fund	11000314	51230	Clerk Salaries-Supervisors	24,831.00	
52	IMRF	120608	52000	Remit to IMRF	1,599.00	
53	SSI	120808	52010	Remit to IRS	1,900.00	
54	General Fund	11003038	40440	Transfer from Document Storage		28,330.00
55	Circuit Clerk Document Storage Fund	130403	61000	Transfer to General Fund	28,330.00	
56	Social Services for Seniors	120925	66910	Community Nutrition Network (CNN)	35,845.00	
57	Social Services for Seniors	120925	66890	Fox Valley Older Adult Services	64,395.00	
58	Social Services for Seniors	120925	66930	Oswegoland Seniors, Inc.	81,474.00	
59	Social Services for Seniors	120925	66860	Prairie State Legal Service	10,759.00	
60	Social Services for Seniors	120925	66730	Senior Services Associates, Inc.	129,970.00	
61	Social Services for Seniors	120925	66770	VNA Health Care	12,877.00	
62	Social Services for Seniors	120925	66990	Distribution		335,500.00



Kendall County Agenda Briefing

Meeting Type: County Board Meeting
Meeting Date: 7/15/2025
Subject: Resolution Regarding the Kendall County State's Attorney's Salary Effective July 1, 2025
Prepared by: Leslie Johnson, Human Resources Director
Department: Human Resources Department

Action Requested:

To approve the Resolution Regarding the Kendall County State's Attorney's Salary Effective July 1, 2025.

Board/Committee Review:

None

Fiscal impact:

The Kendall County State's Attorney's salary would increase from \$206,715.95 to \$219,325.62 effective July 1, 2025. This salary increase requires budget amendments as set forth in the proposed resolution. The State of Illinois provides reimbursement of the majority of salary expenses, totaling \$197,494.62.

Background and Discussion:

The salary of the Kendall County State's Attorney is set by the State of Illinois, and the State of Illinois has increased the State's Attorney's salary for a cost of living increase effective July 1, 2025. This proposed resolution recognizes the salary increase effective July 1, 2025. The State of Illinois provides reimbursement for the majority of the salary, totaling \$197,494.62.

Staff Recommendation:

To approve the Resolution Regarding the Kendall County State's Attorney's Salary Effective July 1, 2025.

Attachments:

1. Resolution Regarding the Kendall County State's Attorney's Salary Effective July 1, 2025.

COUNTY OF KENDALL, ILLINOIS

Resolution 25-_____

RESOLUTION REGARDING THE KENDALL COUNTY STATE'S ATTORNEY'S SALARY EFFECTIVE JULY 1, 2025

WHEREAS, the salary of the Kendall County State's Attorney is set by the State of Illinois, and the State of Illinois has increased the State's Attorney's salary for a cost of living increase effective July 1, 2025 (*see* attached Exhibit A); and

WHEREAS, effective July 1, 2025, the Kendall County State's Attorney's salary increased from \$206,715.95 to \$219,325.62; and

WHEREAS, the Kendall County Board seeks to recognize the State's Attorney's salary change for the record; and

NOW, THEREFORE, BE IT RESOLVED, by the Kendall County Board as follows:

SECTION 1: State's Attorney's Salary Effective July 1, 2025. The Kendall County Board hereby recognizes the Kendall County State's Attorney's salary effective July 1, 2025, is \$219,325.62.

SECTION 3: Effective Date. This Resolution shall be in full force and effect upon its approval by a majority vote of the Kendall County Board.

Approved this ____ day of July, 2025.

Attest:

Matthew Kellogg, County Board Chairman

Debbie Gillette, County Clerk and Recorder





Kendall County Agenda Briefing

Meeting Type: County Board Meeting
Meeting Date: 7/15/2025
Subject: Resolution Establishing the Kendall County Sheriff's Salary Effective July 1, 2025
Prepared by: Leslie Johnson, Human Resources Director
Department: Human Resources Department

Action Requested:

To approve the Resolution Establishing the Kendall County Sheriff's Salary Effective July 1, 2025.

Board/Committee Review:

None

Fiscal impact:

The Kendall County Sheriff's salary would increase from \$165,372.76 to \$175,460.50 effective July 1, 2025.

Background and Discussion:

Pursuant to state law, the salary of a Sheriff elected in a non-home rule county shall not be less than 80% of the salary set for the State's Attorney for the county in which the Sheriff is elected. The State of Illinois recently increased the State's Attorney's salary for a cost of living increase effective July 1, 2025. To comply with state law, the Kendall County Sheriff's salary must be increased to equal 90% of the State's Attorney's new salary. This proposed resolution recognizes the salary increase effective July 1, 2025.

Staff Recommendation:

To approve the Resolution Establishing the Kendall County Sheriff's Salary Effective July 1, 2025.

Attachments:

1. Resolution Establishing the Kendall County Sheriff's Salary Effective July 1, 2025.

COUNTY OF KENDALL, ILLINOIS

Resolution 25-_____

RESOLUTION ESTABLISHING THE KENDALL COUNTY SHERIFF'S SALARY EFFECTIVE JULY 1, 2025

WHEREAS, Illinois law provides that the County Board shall fix the compensation of Countywide elected officials; and

WHEREAS, Illinois Public Act 102-0699 was adopted in 2022 and states that the salary of a Sheriff elected in a non-home rule county shall not be less than 80 percent of the salary set for the State's Attorney for the county in which the Sheriff is elected; and

WHEREAS, the salary of the Kendall County State's Attorney is set by the State of Illinois, and the State of Illinois recently increased the salary of the Kendall County State's Attorney to \$219,325.62 effective July 1, 2025; and

WHEREAS, the Kendall County Sheriff's salary needs to be amended so that it is equal to 80% of the Kendall County State's Attorney's new salary in compliance with state law;

WHEREAS, the Kendall County Sheriff's salary shall be increased from \$165,372.76 to \$175,460.50 effective July 1, 2025.

NOW, THEREFORE, BE IT RESOLVED, by the Kendall County Board as follows:

SECTION 1: Sheriff's Salary Effective July 1, 2025. The Kendall County Sheriff's salary shall be \$175,460.50 effective July 1, 2025.

SECTION 2: Effective Date. This Resolution shall be in full force and effect upon its approval by a majority vote of the Kendall County Board.

Approved this 15th day of July, 2025.

Attest:

Matthew Kellogg, County Board Chairman

Debbie Gillette, County Clerk and Recorder





Kendall County Agenda Briefing

Meeting Type: County Board Meeting
Meeting Date: 7/15/2025
Subject: Resolution Establishing the Kendall County Public Defender's Salary Effective July 1, 2025
Prepared by: Leslie Johnson, Human Resources Director
Department: Human Resources Department

Action Requested:

To approve the Resolution Establishing the Kendall County Public Defender's Salary Effective July 1, 2025.

Board/Committee Review:

None

Fiscal impact:

The Kendall County Public Defender's salary would increase from \$186,044.36 to \$197,393.06 effective July 1, 2025.

Background and Discussion:

Pursuant to state law, 66 2/3% of the Public Defender's annual salary shall be paid from the State Treasury if the Public Defender is employed full-time in that capacity, and his or her salary is at least 90% of the County's State's Attorney's annual compensation. The State of Illinois recently increased the State's Attorney's salary for a cost of living increase effective July 1, 2025. To continue to receive reimbursement from the State, the Kendall County Public Defender's salary must also be increased to equal 90% of the State's Attorney's annual compensation. This proposed resolution recognizes the salary increase effective July 1, 2025.

Staff Recommendation:

To approve the Resolution Establishing the Kendall County Public Defender's Salary Effective July 1, 2025.

Attachments:

1. Resolution Establishing the Kendall County Public Defender's Salary Effective July 1, 2025.

COUNTY OF KENDALL, ILLINOIS

Resolution 25-_____

RESOLUTION ESTABLISHING THE KENDALL COUNTY PUBLIC DEFENDER'S SALARY EFFECTIVE JULY 1, 2025

WHEREAS, pursuant to 55 ILCS 5/3-4007, the Public Defender shall be paid out of the County Treasury a salary in the amount fixed by the County Board, and, subject to appropriation, shall be paid by the Department of Revenue out of the Personal Property Tax Replacement Fund or the General Revenue Fund; and

WHEREAS, 55 ILCS 5/3-4007 further provides that 66 2/3% of the Public Defender's annual salary shall be paid from the State Treasury if the Public Defender is employed full-time in that capacity, and his or her salary is at least 90% of the County's State's Attorney's annual compensation; and

WHEREAS, the salary of the Kendall County State's Attorney is set by the State of Illinois, and the State of Illinois recently increased the salary of the Kendall County State's Attorney to \$219,325.62 effective July 1, 2025; and

WHEREAS, to retain the current rates of state reimbursement, the Kendall County Public Defender's salary must be raised from \$186,044.36 to \$197,393.06 to equal 90% of the State's Attorney's new salary.

NOW, THEREFORE, BE IT RESOLVED, by the Kendall County Board as follows:

SECTION 1: Public Defender's Salary Effective July 1, 2025. The Kendall County Public Defender's salary shall be \$197,393.06 effective July 1, 2025.

SECTION 2: Effective Date. This Resolution shall be in full force and effect upon its approval by a majority vote of the Kendall County Board.

Approved this 15th day of July, 2025.

Attest:

Matthew Kellogg, County Board Chairman

Debbie Gillette, County Clerk and Recorder

