



COUNTY OF KENDALL, ILLINOIS
FINANCE AND BUDGET
Kendall County Historic Courthouse
110 W. Madison Street- 3rd Floor, Yorkville, IL 60560
Tuesday, September 2, 2025 at 5:30 p.m.

1. Call to Order
2. Roll Call: Scott Gengler (Chairman), Brian DeBolt, Matt Kellogg, Seth Wormley, Ruben Rodriguez
3. *MOTION (VV) Approval of Agenda
4. *MOTION (VV) Approval of Minutes from June 26, 2025 Finance and Budget Meeting (Pg.2)
5. *MOTION (Forward to County Board) Approval of Claims
6. Committee Reports and Updates
 - A. Personnel Reports (Pg.7)
 - B. ARPA Filing Report (Pg.8)
 - C. Opioid Filing Report (Pg.12)
 - D. Credit Card Report (Pg.15)
7. New Committee Business
 - A. FY26 Budget Calendar (Pg.16)
 - B. Approval of FY2025 Opioid Fund Applications (Pg.17)
 - C. Approval of Change to FY25 Capital Project Scope- Facilities (Pg.19)
 - D. * MOTION (Forward to County Board) Authorization for Kendall County Board Member(s)' travel to UCCI Washington DC Trip in an amount not to exceed \$3000. (Pg.26)
 - E. Discussion and Approval of Credit Card for Meagan Briganti, Director of GIS Department, for the amount of \$10,000. (Pg. 29)
8. Old Committee Business
9. Chairman's Report
10. Public Comment
11. Executive Session
12. Items for Committee of the Whole
13. Action Items for County Board
14. Adjournment

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

COUNTY OF KENDALL, ILLINOIS
FINANCE & BUDGET COMMITTEE
Meeting Minutes for Thursday, June 26, 2025

Call to Order – Committee Chair Scott Gengler called the Finance & Budget Committee meeting to order at 4:00 p.m.

Roll Call

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

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

Staff Present – Christina Burns, Latreese Caldwell, Jennifer Breault, Amber Garry, Ben Pienkos, Alice Elliott, Jason Peterson

Approval of Agenda – Member Kellogg made a motion to approve the agenda, second by Member Wormley. **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 April 24, 2025, second by Member Rodriguez . **With four (4) members present voting aye, the motion carried by a vote of 4 - 0.**

Approval of Claims – Member Kellogg made a motion to forward the approval of the claims to the next County Board Meeting , second by Member Wormley. **With four members present voting aye, the motion carried by a vote of 4 - 0.**

Committee Reports and Updates

- A. **Personnel Reports** - The Human Resources Department is now providing the Employee Status Report to the committee, the report can be found on Page 7 of the packet. Committee member question regarding Highway Director salary, Christina Burns answered that the state made a larger adjustment to his salary.
- 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 9 of the packet. She informed the committee that all funds are allocated, and the fund balance is approximately \$1.1 million.
- C. **FY24 General Fund Report** - Finance and Budget Analyst Jennifer Breault directed the committee to page 10 of the packet. Deputy Administrator Latreese Caldwell informed the committee that after the audit report was available they were able to update this report using actual numbers.
- D. **Quarterly Reports** - Deputy Administrator Latreese Caldwell directed the committee to page 13 to review the upcoming reports. She explained that each report will be prepared quarterly and will detail twelve different funds, outlining the beginning balances, revenues received, expenditures, and resulting ending balances to provide an accurate financial overview. Ms. Caldwell directed them to page 14 for the Major Operating Funds. 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 fund. Of note under Risk Management funds the Liability Insurance expenditures are down through this quarter (page 17). The Employee Benefit funds are all in budget and Ms. Calwell directed the committee to page 20 for these calculations. County Administrator Christine Burns informed the committee that a fund has been set-up for the Fox Fiber Broadband project.

New Committee Business

Member Rodriguez made a motion to amend the agenda and table Item E under new business, second by Member Kellogg . **With four (4) members present voting aye, the motion carried by a vote of 4 - 0.**

A. Approval of FY2025 Opioid Fund Applications

Chair Gengler observed that, at the bottom of page 31 of the packet, there is a detailed allocation plan for the \$9,500 in requested funds. These funds will be designated to support individuals receiving treatment and recovery services while residing at the Sober Living/halfway house.

Member Kellogg made a motion to Approve the Judiciary Opioid Fund Application, second by Member Rodriguez. **With four (4) members present voting aye, the motion carried by a vote of 4 - 0.**

B. Review of Opioid Settlement Funds

Management Analyst Natalia Borowska reviewed with the committee the opioid settlement funds. The County has received a total of \$726,247 since 2022 in opioid settlement funds. To date \$185K has been spent on various initiatives with a remaining fund balance of \$540K. Ms. Borowska explained the need to re-evaluate the County's settlement fund allocation process to ensure it effectively addresses the needs of the community. She directed the committee to the table on page 35 of the packet, which lays out the expenditure uses thus far by the County. She has researched how other counties are currently utilizing their funds and best practices; these include forming ad-hoc opioid settlement committees or task forces, departmental oversight models, and standing committees with expanded roles. The most common was the development of ad-hoc/task force committee made up of subject-matter experts and community stakeholders to guide funding decisions. These committees enhance transparency and ensure that allocation decisions are informed, desired and positively impactful. Some governments assign oversight to existing departments or boards with relevant expertise while other counties have expanded the role of existing bodies such as health and human services committees. Staff is seeking the committee's input on a plan to engage with subject-matter experts and relevant community stakeholders to review the opioid settlement grant process and make recommendations to this committee. Ms. Burns explained that this report originated from an initial committee meeting in which members aimed to explore how other organizations are utilizing their funds. Staff has reached out to neighboring communities, and some are expressing interest in potential partnerships. Discussions focused on past initiatives, the stability of the fund, future funding expectations, and strategies to maximize impact. Ultimately, the committee reached a consensus to begin the process of establishing an opioid steering committee comprising of key stakeholders.

C. Approval of change to FY25 Capital Project Scope- Probation

The Probation Department is requesting approval to reallocate funds originally allocated for client tablets to the purchase of staff tablets. Director of Probation Alice Elliott indicated that this is a budget-neutral adjustment, involving a reallocation of existing funds rather than additional expenditure.

Member Rodriguez made a motion to Approve of change to FY25 Capital Project Scope- Probation, Seconded by Member Wormley. **With four (4) members present voting aye, the motion was carried by a vote of 4 - 0.**

D. 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

Deputy Administrator Latreese Caldwell stated that this request originates from the County Clerk. The request entails a total salary increase of \$7,000 for staff members whose salaries are not included in the general fund. The total increase in FY25 budget appropriations will be distributed across two funds. This adjustment will have no impact on the IMRF and Social Security Funds, due to the retirement of a County Clerk staff member.

Member Kellogg made a motion to forward to the next County Board, Seconded by Member Rodriguez. **With four (4) members present voting aye, the motion was carried by a vote of 4 -0.**

Note Item E was tabled to a future meeting by an amendment to the Agenda

F. Discussion of EV Charging Station Grant

Finance and Budget Analyst Jennifer Breault directed the committee to page 44 of the packet. Ms. Breault explained the County received grant funds to purchase twenty electric vehicle chargers. Staff is seeking input from the committee on whether to proceed with accepting the grant. The amount awarded is \$100K but the cost would be \$320K to implement. The grant also stipulates that each designated location will feature 10 ADA compliant parking spots. The cost does not include the electrical wiring to be buried under the lots nor the repair of the existing parking lot surface. Members questioned having to have 10 spots at the Main Street Campus designated for EV as the parking is limited at that location already. In question is also the cost of the electricity and recovering the \$220K not covered by the grant. The committee came to the consensus that the County should not proceed with the EV Charging Station Grant at this time.

G. Discussion and Approval of Credit Card for Matt Dolymer, County Veterans Service Officer, for the amount of \$2,500

Member Kellogg made a motion for Approval of Credit Card, Seconded by Member Wormley. **With four (4) members present voting aye, the motion was carried by a vote of 4 -0.**

H. Discussion of Kendall County Credit Card Users and Limit Updates

Financial Analyst Amber Garry updated the committee on a list of County credit card users and the monetary limits (starting on page 45). After approval at the May 20, 2025 County Board the Credit Card Policy and Credit Card Acknowledgement Form was sent to all Department Heads and Elected Officials for their review and completion. Three offices are currently using their own policies and credit card acknowledgement forms. Staff will continue to work with other office's to either adopt the County's policy or enact their own policy and acknowledgement form. With the Administration Department's increased oversight, they have successfully avoided late fees and interest charges on the credit card accounts.

I. Approval of Resolution Authorizing Accounts Payable Policy

Financial Analyst Amber Garry informed the committee that the Administration Department recognized a need to create an Accounts Payable Policy to establish clear responsibilities and procedures for the efficient and effective management of the County's AP processes. She directed the committee to page 57 for the full policy and procedures. This policy aims to ensure timely and accurate processing of payments, maintain strong internal controls, ensure compliance with applicable legal and regulatory requirements. All Department Heads and Elected Officials have been given a draft copy of the policy, and feedback has remained positive. Deputy Administrator Latreese Caldwell directed the committee to page 64 for the Approval of Claims section of the policy, to discuss the timing of the approval of claims and mailing of checks. All forms attached will also be available on the SharePoint drive (online platform) for ease of use for the departments.

Member Kellogg made a motion to forward to the next County Board, Seconded by Member Rodriguez. **With four (4) members present voting aye, the motion was carried by a vote of 4 - 0.**

J. Discussion of Kendall Area Transit Townships Funding Contributions

Finance and Budget Analyst Jennifer Breault successfully engaged with each municipality to increase their funding contributions. Ms. Breault would like to pursue additional funding from various townships within Kendall County. Ms. Breault directed the committee to page 75 to illustrate the step-by-step process she followed in her approach to secure this funding.

Based on the maximum capacity of rides that KAT can provide, the municipalities' total expenses amount to \$297,660. After accounting for municipal contributions of \$251,961 there remains a shortfall of \$45,700. Utilizing Kendall County's population data—similar to our method with the municipalities—we calculated each area's share of the shortfall based on their respective population percentages. The resulting amounts would be allocated over three years with the goal of fully addressing the shortfall by Fiscal Year 2027. She is requesting the committee's approval to proceed with the preparation of a letter to the townships to secure the additional funding. The consensus is that Ms. Breault may move forward with this action.

K. Approval of Fiscal Year 2024 General Fund Balance Reserve 7-months Transfers Out

Deputy Administrator Latreese Caldwell directed the committee to page 76 of the packet. The purpose of this transfer is to allocate additional unrestricted funds following the Kendall County annual audit. Kendall County directs 58.33% of financial to a capital or other designated funds as approved by the County Board. The amount of the fund balance transfer is \$5,920,810.

Member Kellogg made a motion to forward to County Board with amended transfer out from \$8,163,181 to \$5,920,819 amount to be split equally between the Building Fund and Capital Improvement Fund, Seconded by Member Gengler. **With four (4) members present voting aye, the motion was carried by a vote of 4 - 0.**

L. Approval of Ordinance Authorizing a Budget Amendment to the Kendall County Fiscal Year 2025 Budget

Deputy Administrator Latreese Caldwell directed the committee to page 81 of the packet. This document will also have to amended to reflex the \$5,920,819 amount as discussed in Item K of the agenda. Staff will make the required changes prior to putting on the next County Board agenda.

Member Kellogg made a motion to forward to the next County Board with amended transfers out to go with amended General Fund Reserve, Seconded by Member Rodriguez . **With four (4) members present voting aye, the motion was carried by a vote of 4 - 0.**

M. Discussion of FY26 Budget Calendar

Deputy Administrator Latreese Caldwell directed the committee to page 90 of the packet Budget criteria will be discussed today and help with the decision making process. Chair Gengler highlighted the September 19th date for the Budget Hearings.

N. Discussion and Approval of FY26 Budget Parameters

Each year, the Finance and Budget committee establishes budget parameters for Department and Office operations, including increases for salaried, contractual services and operating expenditures for the upcoming fiscal year. Also, this year five-year capital spreadsheets will be distributed to Departments/Offices to capture capital requests; Capital requests are those individual items costing greater than \$5,000 and a useful life greater than two years.

This year they will be asked to fill out a five-year personnel staffing spreadsheet for informational purposes to assist Administration as the County works on strategic and long-term planning along with the GFOA documentation that was started last year. Discussion centered around the FY25 Revenue Summary, General Fund Revenue Summary and Tax Year 2025 Levy (page 98), PTELL calculation (page 99) and Rate Setting EAV historical data (page 100) which are included in the packet. The committee discussed salary data (page 101-104) and the different salary percentage increases, the committee came to a consensus to recommend 3.5% salaries and 1.5% on expenditures.

Old Committee Business – None

Chairman's Report – Chair Gengler thanked the Administration team for all the work that went into the reports for this Finance & Budget meeting.

Public Comment – None

Items for County of the Whole - None

Items for County Board

- Claims
- 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
- Approval of Resolution Authorizing Accounts Payable Policy
- Approval of Amended Transfer out from \$8,163,181 to \$5,920,819 amount to be split equally between the Building Fund and Capital Improvement Fund
- Approval of Ordinance Authorizing a Budget Amendment with revisions as noted above to the Kendall County Fiscal Year 2025 Budget

Executive Session - None

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

With four (4) members present voting aye; the meeting was adjourned at 5:53 p.m. by a vote of 4 - 0.

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

Human Resource's Employee Status Report as of the 08/22/2025 Payroll						
Name	Department	Date	Job Title / Reason for Pay Change	Pay Rate	Budget Charged	GL Org
New Hires:						
Yohantz Miggins	HR	8/4/2025	Human Resources Generalist	\$60,000	HR	11003131
Larry Simons	Coroner	8/6/2025	Transporter	\$15/hr	Coroner	11000417
Cody Fosdick	Sheriff	8/21/2025	Patrol Deputy	\$93,276.66	Sheriff	11002009
Union/Step Increases:						
Karen Hanson	Sheriff	7/12/2025	July 2025 Pay Increase	Increase from \$109,878.90 to \$110,190.90	Sheriff	11002009
Keith Hansen	Sheriff	8/4/2025	August 2025 Pay Increase	Increase from \$113,043.85 to \$113,355.85	Sheriff	11002010
Anthony Lenard	Sheriff	8/8/2025	August 2025 Pay Increase	Increase from \$98,968.78 to \$104,398.02	Sheriff	11002010
Jesse Riebeling	Sheriff	8/8/2025	August 2025 Pay Increase	Increase from \$104,086.02 to \$104,398.02	Sheriff	11002010
Title/Salary Changes:						
Kathleen Miller	County Clerk & Recorder	7/21/2025	Salary increase CB approved 7/15/2025	Increase from \$41,592 to \$43,950	County Clerk & Recorder	132806
Kara Larson	County Clerk & Recorder	7/21/2025	Salary increase CB approved 7/15/2025	Increase from \$39,748 to \$42,050	County Clerk & Recorder	132806
Beth Mack	County Clerk & Recorder	7/21/2025	Salary increase CB approved 7/15/2026	Increase from \$39,748 to \$42,050	County Clerk & Recorder	132806
Sara Karantonis	HHS	8/11/2025	New Position: Director of Community Health	\$82,000	HHS	120513
Jaymee Goodspeed	KenCom	8/5/2025	Pay Raise per Union Contract	Increase from \$31.53 to \$33.42	KenCom	910024
Adriana Ballines	SAO	8/4/2025	Change from PT to FT	\$75,504	SAO	11002120
Cheyenne Eklove	SAO	8/4/2025	Salary increase	\$48,117	SAO	11002120
Brian Yodelis	SAO	8/4/2025	Salary increase	\$47,408	SAO	11002120
Melanie Karales	SAO	8/16/2025	On-call	Increase from \$38,000 to \$39,500	SAO	11002120
Discretionary Bonuses:						
Brenda Benz	HR	6/23/2025	Temporary stipend for aditional payroll duties	Increase salary of \$62,118 by \$250 per week until 9/12	HR	11003131
Debbie Gillette	County Clerk & Recorder	7/25/2025	Appointed State Stipend	\$6,500	County Clerk & Recorder	11000606
Terminations:						
Lindsey Antos	HHS	7/25/2025	Resigned	\$66,622.40	HHS	120513
Terri Olson	CHS	7/31/2025	Retirement	\$87,921.60	HHS	120513
Alejandro Ayala	HR	8/1/2025	End of Internship	\$15/hr	HR	11003131
Michelle Hawley	HHS	8/4/2025	Resigned	\$88,587.20	HHS	120513
Justine Dunlap	Circuit Clerk	8/6/2025	Resigned	\$22.65/hr	Circuit Clerk	11000314
Andrew Griffin	Sheriff	8/7/2025	Terminated	\$70,729.96	Sheriff	11002009
Ezra Fish	FP	8/8/2025	Resigned	\$15/hr	FP	19001177
Alexandra Metrou	SAO	8/8/2025	End of Internship	\$15/hr	SAO	11002120
Erica Nevarez	HHS	8/13/2025	Resigned	\$54,267.20	HHS	120513
Benjamin Pienkos	Admin	8/13/2025	End of Internship	\$15/hr	Admin	11000530
Manny Morales	Sheriff	8/14/2025	Resigned	\$80,839.28	Sheriff	11002009
Payton Maughan	HR	8/14/2025	End of Internship	\$15/hr	HR	11003131
Nina Shanahan	Circuit Clerk	8/15/2025	Resigned	\$18.5288/hr	Circuit Clerk	11000314
Alan Kennedy	SAO	8/15/2025	End of Internship	\$15/hr	SAO	11002120
Lily Smogor	PBZ	8/15/2025	End of Internship	\$15/hr	PBZ	11001902
Gabriel Chavez	SAO	8/19/2025	End of Internship	\$15/hr	SAO	11002120
Bryon Booker	FP	8/22/2025	Terminated	\$15/hr	FP	19001160

American Rescue Plan Act (ARPA) Overview

9/2/2025

Beginning Balance	\$	25,054,796
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Expenditures

1 FY21 Expenditures	\$	2,389,878	
2 FY22 Expenditures		4,221,338	
3 FY23 Expenditures		14,320,639	
4 FY24 Expenditures		2,849,557	
5 FY25 Expenditures		426,505	
Total Expenditures Currently Spent			<u>24,207,917</u>

Balance August 2025	\$	865,003
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Capital Expenditures

HVAC		291,420
Water and Sewer		325,000
Broadband		277,045

FY26 Ending Balance	\$	(28,462)
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State, Local and
Tribal Support
SLFRF Compliance

Certification

[Introduction/budget templates](#)[Recipient profile](#)[Project overview](#)[Subrecipients/beneficiaries/contractors](#)[Subawards/direct payments](#)[Expenditures](#)[Recipient specifications](#)[Certification](#)

Project overview status

	Project status	Obligation status	Expenditure status
Complete	116	116	116
Incomplete	0	0	0

Review



Total adopted budget	Total obligations	Total expenditures
\$25,054,795.00	\$25,054,795.00	\$23,931,265.33
Remaining funding that will need to be returned to Treasury if not reported obligated by December 31, 2024 (Calculation based off of Total Allocation amount minus Total obligations)	Total Obligations Reported by Q4 2024 \$25,054,795.00	
Total Program Income Earned after Q4 2024 \$0.00	Total Program Income Reported after Q4 2024 Obligated \$0.00	Total Program Income Reported after Q4 2024 Expended \$0.00
Total number of projects: 116 Total number of subawards: 23 Total number of expenditures: 476		

[Help](#)

Record Details

Status
Submitted

Report Name
SLT-3551 - P&E Report - Q2 2025

Report Type
Project and Expenditure Report

Report Period
Quarter 2 2025 (April-June)

Reporting Period Start Date
4/1/2025

Reporting Period End Date
6/30/2025

Submission Deadline
7/31/2025 11:59 PM


Allocated Amount
\$25,054,795.00

Program Income Earned
\$0.00

[Unsubmit](#)

Federal Audit Clearinghouse (FAC)

Have you expended \$750,000 or more in federal award funds during your most recently completed fiscal year that began prior to October 1, 2024, or \$1,000,000 or more in federal award funds during your most recently completed fiscal year that began on or after October 1, 2024?

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

... ▼

Alternative Compliance Examination Engagement (ACEE)

For certain entities that may be new to expending more than \$750,000 in federal award funds (for recipient fiscal years that began prior to October 1, 2024) or \$1,000,000 in federal award funds (for recipient fiscal years that began on or after October 1, 2024), Treasury together with the Office of Management and Budget and other stakeholders developed the Alternative Compliance Examination Engagement (ACEE).

For qualified SLFRF recipients, the ACEE is a voluntary alternative to a required full Single Audit that is less burdensome, but still upholds good stewardship by focusing on Activities Allowed and Unallowed and Allowable Cost/Cost Principles.

Would you like to submit an ACEE instead of the Single Audit?

... ▼

Statement

I certify that the information provided is accurate and complete after reasonable inquiry of people, systems, and other information available to the SLFRF recipient. The undersigned acknowledges that any materially false, fictitious, fraudulent statement, or representation (or concealment or omission of a material fact) in this submission may be the subject of criminal prosecution under the False Statements Accountability Act of 1996, as amended, 18 USC 1001, and also may subject me and the SLFRF Recipient to civil penalties, damages, and administrative remedies for false claims or otherwise (including under 31 USC 3729 et seq.). The undersigned is an authorized representative of the SLFRF Recipient with authority to make the above certifications and representations on behalf of the SLFRF recipient.

By signing this report, the authorized representative for reporting acknowledges in accordance with 31 CFR 35.4(c) that recipients shall provide to the Secretary periodic reports providing detailed accounting of the uses of funds, as applicable, all modifications to a State's or Territory's tax revenue sources, and such other information as the Secretary may require for the administration of this program. In addition to regular reporting requirements, the Secretary may request other additional information as may be necessary or appropriate, including as may be necessary to prevent evasions of the requirements of this program. False statements or claims made to the Secretary may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in Federal awards or contracts, and/or any other remedy available by law.

Name of submitted user

The information for the currently signed in user will populate as the authorizer of this submittal. Only those in role of authorized representative for reporting or authorized representative on the submission record will have access to certify and submit.

Name:
Jennifer karales

Telephone:
[\(630\) 553-4171 \(tel:6305534171\)](tel:6305534171)

Title:
Budget and Finance Coordinator

Email:
jekarales@co.kendall.il.us
[\(mailto:jekarales@co.kendall.il.us\)](mailto:jekarales@co.kendall.il.us)

Date Submitted
7/10/2025 3:52 PM

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Local Government Unit Opioid Settlements Funds Quarterly Reporting Tool

Thank You!

Thank you for taking our survey. Your response is very important to us.

New Review

1. Entity reporting

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

- Kendall County

2. Respondent information

Enter information about the person completing this form.

2a. Respondent first name

- Jennifer

2b. Respondent last name

- Breault

2c. Respondent title

- Finance and Budget Analyst

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

- No

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

3. Contact information

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

3a. Contact first name

- Jennifer

3b. Contact last name

- Breault

3c. Contact title

- Finance and Budget Analyst

3d. Contact phone number

- (630)381-9925

3e. Contact email address

- jebreault@kendallcountyil.gov

4. Reporting period

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

4a. Calendar year

- 2025

4b. Quarter

- Quarter 2

4c. Are you submitting this form to correct a previously-submitted report?

- No

5a. Total received

- 15505.51

6. Itemization of payments received

Itemize payments received in the quarter you are reporting.

Payment date

- 06/06/2025

Payment amount

- 15505.51

Source of payment

- Walgreens

7. Have opioid settlement funds been expended this quarter?

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

- Yes

7a. Total expended

- 16442

quarter.

- o Yes

9. Itemization of approved abatement program expenditures

For each of your approved expenditures, report on the following. Please note, you may report in an approved use category AND a core strategy category, and you are encouraged to do so when appropriate. However, you **MUST** report all approved expenditures in an approved use category.

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

9a. Approved use category (A-L)

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

- o K. Training

9b. Approved uses subparagraph

Select the approved use subparagraph (A-, B-, C-). Narrow your options by typing your category letter, followed by a dash (i.e. 'A-', 'B-', 'C-', and so on). If your approved use does not have a matching subparagraph, select the category letter, followed by a dash, then "Other." If you selected Other – Admin Costs in 9a, select that again here.

- o K-1. Provide funding for staff training or networking programs and services to improve the capability of government, community, and not for profit entities to abate the opioid crisis.

If you answered "Other," please describe:

9c. Core strategy section ID (A-I)

Select the Core Strategy Domain (Section, National Settlement/IL Allocation Agreement)

- o J: Not a Core Strategy

9d. Core strategy subparagraph

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

- o J-1. Not Applicable

If you answered "other," please describe:

9e. Amount expended

- o 3471

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

- o For training employees

9f. Description of Use

Please provide 1-3 sentences describing how you used the funds for abatement purposes.

- o To pay for employees to pay for National Association of Drug Court Professionals (NADCP) Annual Conference. The conference focuses on providing training related to evidence based practices and training for the opioid crisis.

9a. Approved use category (A-L)

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

- o B. Support People in Treatment and Recovery

9b. Approved uses subparagraph

Select the approved use subparagraph (A-, B-, C-). Narrow your options by typing your category letter, followed by a dash (i.e. 'A-', 'B-', 'C-', and so on). If your approved use does not have a matching subparagraph, select the category letter, followed by a dash, then "Other." If you selected Other – Admin Costs in 9a, select that again here.

- o B-2. Provide the full continuum of care of treatment and recovery services for OUD and any co occurring SUD/MH conditions, including supportive housing, peer support services and counseling, community navigators, case management, and connections to community based services.

If you answered "Other," please describe:

9c. Core strategy section ID (A-I)

Select the Core Strategy Domain (Section, National Settlement/IL Allocation Agreement)

- o G: Prevention Programs

9d. Core strategy subparagraph

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

- o B-4. Provide treatment and recovery support services such as residential and inpatient treatment, intensive outpatient treatment, outpatient therapy or counseling, and recovery housing that allow or integrate medication and with other support services

9e. Amount expended

- o 12971

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

- o N/A

9f. Description of Use

Please provide 1-3 sentences describing how you used the funds for abatement purposes.

- o As part of our ongoing efforts to provide community-based support services and promote long-term recovery for individuals with Opioid Use Disorder and co-occurring Substance Use and/or Mental health condition. As well as treatment for Sober living and halfway house fees for the ones uninsured to obtain coverage and to make sure there is no interruption in their care.

10. Total approved abatement expenditures for this quarter

- o 16442

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

- o No

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

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

12a. Description of use

12b. Amount expended

13. Total of non-abatement expenditures

[Download PDF Version](#)

100%

Credit Card Users and Limits Update 8-28-2025

Bank	Department	Job Title	Last Name	First Name	Credit Limit	ACK
						Received
FNBO	ADMINISTRATION	COUNTY ADMINISTRATOR	BURNS	CHRISTINA	\$ 10,000	X
FNBO	ADMINISTRATION	DEPUTY ADMINISTRATOR	CALDWELL	LATREESE	\$ 5,000	X
FNBO	ADMINISTRATION	EXECUTIVE ADMINISTRATIVE ASSISTANT	VILLA	NANCY	\$ 300	X
FNBO	ANIMAL CONTROL	DIRECTOR	COSGROVE	TAYLOR	\$ 5,000	X
FNBO	CIRCUIT CLERK	CIRCUIT CLERK	PROCHASKA	MATTHEW	\$ 5,000	
FNBO	CORONER	DEPUTY CORONER	FENOGLIO	TERRY	\$ 2,500	X
FNBO	CORONER	CHIEF DEPUTY CORONER	GOTTE	LEVI	\$ 2,500	X
FNBO	CORONER	DEPUTY CORONER	MCCARRON	CHERIE	\$ 2,500	X
FNBO	CORONER	COUNTY CORONER	PURCELL	JACQUELINE	\$ 2,500	X
FNBO	EMA	DIRECTOR	BONUCHI	MICHAEL	\$ 5,000	X
FNBO	FACILITIES	DIRECTOR	POLVERE	DAN	\$ 10,000	X
HOME DEPOT	FACILITIES	N/A	KENDALL COUNTY GOVERNMENT		\$ 8,800	
MENARDS	FACILITIES	ADMINISTRATIVE ASSISTANT	WALD	CHRISTINA	\$ 10,000	
FNBO	FOREST PRESERVE	EXECUTIVE ADVISOR	GURITZ	DAVID	\$ 5,000	X
FNBO	FOREST PRESERVE	ELLIS HOUSE & EQUESTRIAN CENTER FA	VICK	MARSHALL	\$ 1,500	X
FNBO	FOREST PRESERVE	ACTING EXECUTIVE DIRECTOR	WHITE	ANTOINETTE	\$ 5,000	X
FNBO	FOREST PRESERVE	ENVIRONMENTAL EDUCATION AND OUT	WIENCKE	STEFANIE	\$ 1,000	X
FNBO	HEALTH DEPARTMENT	EXECUTIVE DIRECTOR	VANGUNDY	RAEANN	\$ 15,000	
FNBO	HEALTH DEPARTMENT	EXECUTIVE DIRECTOR	VANGUNDY	RAEANN	\$ 15,000	
FNBO	HEALTH DEPARTMENT	FISCAL DIRECTOR	WILLIAMS	KATHRYN	\$ 10,000	
FNBO	HEALTH DEPARTMENT	FISCAL DIRECTOR	WILLIAMS	KATHRYN	\$ 10,000	
FNBO	HIGHWAY	COUNTY ENGINEER	KLAAS	FRANCIS	\$ 5,000	X
WALMART	HIGHWAY	ADMINISTRATIVE ASSISTANT	RILEY	MICHELE	\$ 1,000	
FNBO	HUMAN RESOURCES	DIRECTOR	JOHNSON	LESLIE	\$ 5,000	X
FNBO	INFORMATION	DIRECTOR	KINSEY	MATTHEW	\$ 14,500	X
FNBO	JUDICIAL	PSC COORDINATOR	MELENDEZ	VANESSA	\$ 5,000	X
FNBO	JUDICIAL	COURT ADMINISTRATOR	VOSE	MARCI	\$ 2,500	X
FNBO	PBZ	DIRECTOR	ASSELMEIER	MATTHEW	\$ 5,000	X
FNBO	PROBATION	KENDALL COUNTY PROBATION	1	PROBATION	\$ 10,000	
FNBO	PROBATION	KENDALL COUNTY PROBATION	2	PROBATION	\$ 10,000	
ELAN	SHERIFF	SHERIFF	BAIRD	DWIGHT	\$ 30,000	X
ELAN	SHERIFF	INSPECTOR GENERAL	BURGNER	JEFF	\$ 5,000	X
ELAN	SHERIFF				\$ 10,000	X
ELAN	SHERIFF	COMMANDER	LANGSTON	JASON	\$ 5,000	X
ELAN	SHERIFF	DETECTIVE SERGEANT	MROZEK	MICHAEL	\$ 5,000	X
ELAN	SHERIFF	TRAINING COORD.	OSTROM	JEN	\$ 10,000	X
ELAN	SHERIFF	BUSINESS MANAGER	PAGE	TRACY	\$ 10,000	X
ELAN	SHERIFF	CHIEF DEPUTY	PETERS	MICHAEL	\$ 5,000	X
ELAN	SHERIFF	UNDERSHERIFF	RICHARDSON	BOBBY	\$ 5,000	X
ELAN	SHERIFF	DEPUTY COMMANDER	THOMPSON	CHARLES	\$ 5,000	X
ELAN	SHERIFF	DEPUTY COMMANDER	VACLAVIK	KEVIN	\$ 5,000	X
ELAN	SHERIFF	COMMANDER	VELEZ	NANCY	\$ 5,000	X
ELAN	SHERIFF	DEPUTY COMMANDER	WALTMIRE	CALEB	\$ 5,000	X
FNBO	VAC	COUNTY VETERANS SERVICE OFFICER	DOLMYER	MATTHEW	\$ 2,500	X
FNBO	VAC	SUPERINTENDENT	STUBINGER	TIM	\$ 2,500	X
FNBO	VAC	ASSISTANT SUPERINTENDENT	GAGNER	ANDREW	\$ 2,500	X

FY26 Budget Approval Calendar

	Date	Responsible Party/Meeting	Time	Task	
JUN	6/23/2025	Admin & User Departments/Offices		Prepare salary spreadsheets/narrative sheets	
	6/26/2025	Finance Committee	4:00pm	Establish FY26 Budget Criteria and authorize FY26-FY29 Capital Budget Process	
	6/30/2025	Administration		Send FY26 Budget Criteria and Capital Plan Process (FY26-FY29)	
JUL	7/1/2025	*DHEOs		End Users enter budgets and salaries	
	7/10/2025	COW	4:00pm		
	7/15/2025	County Board Meeting	9:00am		
	7/24/2025	Finance Committee	4:00pm		
AUG	8/5/2025	County Board Meeting	6:00pm		
	8/19/2025	*DHEOs		Operations Budgets and FY25-FY29 Capital Plan Budgets due	
	8/19/2025	County Board Meeting	9:00am		
	8/22-8/27	*DHEOs and Finance Chairman		DHEOs meet with Finance Chairman and Admin:	
	8/28/2025	Finance Committee	4:00pm		
SEP	9/2/2025	County Board Meeting	6:00pm		
	9/11/2025	COW	4:00pm		
	9/16/2025	County Board Meeting	9:00am		
	9/19/2025	COW/Finance Committee	8:30am	Budget Hearings - Historic Courthouse	
	9/22/2025	Admin		Place Ad - Notice for Public Inspection of Tentative Budget on October 7	FY26 Tentative Budget
	9/25/2025	Finance Committee	4:00pm	Approve FY26 Tentative Budget and forward to County Board	
OCT	10/7/2025	County Board Meeting	6:00pm	Approve FY26 Tentative Budget at least 15 days prior to final action	
	10/16/2025	COW	4:00pm	Discuss FY26 Budget	
	10/21/2025	County Board Meeting	9:00am		
	10/23/2025	Human Resources		Send FY26 salaries to Human Resources for Total Compensation Package; Treasurer must post \$150k salary & benefits 6 days prior to Nov 4 FY26 Budget Approval	FY26 Budget Approval
	10/30/2025	Finance Meeting	5:00pm	Discuss FY26 Budget - Forward final budget to County Board	
NOV	11/4/2025	County Board Meeting	6:00pm	Approve FY26 Budget	
	11/3-11/12	Admin		Calculate Levy Increase; Run Ad - Notice of Proposed Tax Increase (less than 14 days; greater than 7 days prior to Levy Hearing)	Levy Approval
	11/13/2025	COW	4:00pm		
	11/18/2025	County Board Meeting	9:00am	Levy Hearing; Approve Levy	
	11/27/2025	Finance Meeting	4:00pm		
DEC	12/2/2025	County Board Meeting	6:00pm		
	12/11/2025	COW	4:00pm		
	12/16/2025	County Board Meeting	9:00am	Last day to certify Levy on or before the last Tuesday in December	

*DHEOs = Department Heads &
Elected Officials

Opioid Application
Project Application Internal

1. Date: 8/27/2025
2. Applicant Name: Vanessa Melendez
3. Department: Judiciary

4. Budget

Overall Budget	
0	A. Treat Opioid Use Disorder (OUD)
8760	B. Support People in Treatment and Recovery
0	C. Connect People Who Need Help To The Help They Need (Connections To Care)
0	D. Address The Needs of Criminal Justice-Involved Persons
0	E. Address The Needs Of Pregnant Or Parenting Women And Their families, Including Babies With Neonatal Abstinence Syndrome
0	F. Prevent Over-Prescribing And Ensure Appropriate Prescribing And Dispensing Of Opioids
0	G. Prevent Misuse of Opioids
0	H. Prevent Overdose Deaths and Other Harms (Harm Reduction)
0	I. First Responders
0	J. Leadership, Planning and Coordination
6,500	K. Training
0	L. Research
<u>15,260</u>	TOTAL

Opioid Application Project Application Internal

	<u>K. TRAINING</u>	
6,500	1	Provide funding for staff training or networking programs and services to improve the capability of government, community, and not-for-profit entities to abate the opioid crisis.
	<u>L. RESARCH</u>	
	1	Research non-opioid treatment of chronic pain
	2	Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.
	3	Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (<i>e.g.</i> , Hawaii HOPE and Dakota 24/7).

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

Kendall County Drug Court is requesting funds for Sober Living fees/Halfway House fees for 3 individuals in the program so that they can continue focusing on their treatment and recovery while at the Sober Living/halfway house and build long-term stability. While remaining at the sober living these individual swill receive wrap around services to address their treatment needs for a total request in this category of \$3,260

In addition for funds for Sober Living fee/Halfway House fees another request of \$5,500 to support treatment services for three participants whose recommended care includes outpatient counseling and psychiatry services. Typically, insurance would cover the cost of these services; however, both participants is currently uninsured and actively working on obtaining coverage. In the meantime, they are unable to access critical components of their treatment plan, which poses a significant barrier to their recovery progress. These funds would allow us to cover the cost of outpatient services while insurance is being secured, ensuring there is no interruption in care..

The Kendall County Problem Solving Courts are requesting funds in the amount of \$6,500 to support training for our case manager in the R1 Learning Discover Cards program. This cost will cover both the training fee and the 20 hours of time that the case manager will be engaged in training. By obtaining this certification, our program will be able to further integrate the case manager into participant services, providing both group sessions and individualized one on one support. The Discover Cards curriculum covers critical areas including life skills, stages of change in recovery, recovery capital, phases of addiction, healthy boundaries, defense mechanisms, adverse childhood experiences, high-risk behaviors, triggers, warning signs, and trauma-informed care. These sessions will not only strengthen the role of the case manager within our program but also provide participants with additional insights and skills essential to their long-term recovery and success. This investment will enhance the overall effectiveness of our problem solving courts by offering a deeper level of individualized support while reinforcing evidence based practices in treatment and recovery.



Kendall County Agenda Briefing

Meeting Type: Finance
Meeting Date: 9/2/2025
Subject: Approval of change to FY25 Capital Project Scope-Facilities
Prepared by: Jennifer Breault, Finance and Budget Analyst
Department: Administration

Action Requested:

Approval of change to FY25 Capital Project Scope-Facilities

Board/Committee Review:

N/A

Fiscal impact:

N/A

Background and Discussion:

What to Do	Description	Capital Fund Requests
Remove From FY25	HCH Windows	(110,000)
Remove From FY25	HCH Roof (shingle roof)	(140,000)
Remove From FY25	COB Switch Replacement	(120,000)
Add to FY25	Solar Field Trees	20,000
Add to FY25	Solar Field Mulching	20,000
Add to FY25	Picnic Tables	20,000
Net Change 1401		\$ (310,000)
Remove From FY25	HCH RTU (roof top unit) 2	(20,000)
Remove From FY25	HCH RTU (roof top unit) 3	(20,000)
Remove From FY25	FM/CO Fire Panel	(40,000)
Net Change 1402		\$ (80,000)
Remove From FY25	PSC Bottle Refill Stations	(15,000)
Remove From FY25	CH Courtroom Doors	(88,090)
Remove From FY25	CH Archway	(20,000)
Remove From FY25	AC Epoxy Kennels/Hallways	(30,000)
Add to FY25	PSC Jail Booster Heater for Dishwasher	7,500
Add to FY25	PSC SAS Logging Tower	15,000
Add to FY25	PSC SAS UPS Batteries	30,000
Add to FY25	PSC SAS PC's	65,000
Add to FY25	CH Main Corridor Refurbish	35,000
Net Change 1404		\$ (590)

Staff Recommendation:

Approval of change to FY25 Capital Project Scope- Facilities

Attachments:

Capital Projects

FY25 Capital - Project Strings

	Department	Vehicle, Equipment, Furnishings, Office Alterations, Other	Capital Fund Requests	Est. Amount to be spent	Funds Remaining
1	Technology	Cisco Wireless Upgrade and Maintenance	75,000	75,000	-
2	Technology	Barracuda Subscription Upgrade	25,000	20,672	4,328
3	Technology	3 year door maintenance contract	12,200	12,120	80
4	Technology	Migration to Acropolis Hypervisor	35,000	35,130	(130)
5	Facilities	HCH Windows	110,000	-	110,000
6	Facilities	HCH Roof (shingle roof)	140,000	-	140,000
7	Technology	COB Switch Replacement	120,000	-	120,000
8	Co. Board	New Building	8,920,980	8,920,980	-
9	Co. Board	Campus Work	1,250,000	1,250,000	-
10		Clerk Bldg	405,718	405,718	-
11		Misc Items	15,732	15,732	-
12		CH Move	111,316	111,316	-
Budgeted Capital Requests - 1401			\$ 10,688,180	\$ 10,846,668	\$ 374,278
5	<i>Removed</i>	<i>HCH Windows</i>	<i>(110,000)</i>	-	<i>(110,000)</i>
6	<i>Removed</i>	<i>HCH Roof (shingle roof)</i>	<i>(140,000)</i>	-	<i>(140,000)</i>
7	<i>Removed</i>	<i>COB Switch Replacement</i>	<i>(120,000)</i>	-	<i>(120,000)</i>
			<i>(370,000)</i>		
	Added	Solar Field Trees	20,000		20,000
	Added	Solar Field Mulching	20,000		20,000
	Added	Picnic Tables	25,000		20,000
			65,000		
Net Change - 1401			\$ 10,383,180	\$	64,278

FY25 Capital - Project Strings

	Department	Vehicle, Equipment, Furnishings, Office Alterations, Other	Capital Fund Requests	Est. Amount to be spent	Funds Remaining
1	Technology	TOTP / RSA Hardware Tokens	45,000	45,000	-
2	Facilities	HCH RTU (roof top unit) 1	25,000	25,000	-
3	Facilities	HCH RTU (roof top unit) 2	20,000	-	20,000
4	Facilities	HCH RTU (roof top unit) 3	20,000	-	20,000
5	Facilities	FM/CO Fire Panel	40,000	-	40,000
6	Facilities	HHS Intelepak 1	250,000	250,000	-
7	Facilities	HHS Intelepak 2	250,000	250,000	-
8	Facilities	HHS UPS Replacement	80,000	80,000	-
9	Facilities	Door Program	25,000	25,000	-
	Total Capital Requests - 1402		\$ 755,000	\$ 675,000	\$ 80,000
3	<i>Removed</i>	<i>HCH RTU (roof top unit) 2</i>	<i>(20,000)</i>	<i>-</i>	<i>(20,000)</i>
4	<i>Removed</i>	<i>HCH RTU (roof top unit) 3</i>	<i>(20,000)</i>	<i>-</i>	<i>(20,000)</i>
5	<i>Removed</i>	<i>FM/CO Fire Panel</i>	<i>(40,000)</i>	<i>-</i>	<i>(40,000)</i>
			<i>(80,000)</i>		
	Net Change -1402		\$ 675,000	\$	-

FY25 Capital - Project Strings

	Department	Vehicle, Equipment, Furnishings, Office Alterations, Other	Capital Fund Requests	Est. Amount to be spent	Funds Remaining
1	EMA	Vehicle	\$ 5,000	3,489	1,511
10	Technology	Public Safety Training Laptops	8,500	8,500	-
12	Sheriff	Electronic control devices (Tasers)	86,097	75,759	10,338
13	Sheriff	Body cameras	109,565	28,000	81,565
14	Sheriff	Tablets for corrections transports	18,745		18,745
18	Sheriff	X-Ray Machine for Courthouse	77,000		77,000
22	Facilities	PSC Bottle Refill Stations	15,000	-	15,000
28	Facilities	CH UPS Replacement	200,000	10,583	189,417
31	Facilities	CH Air Conditioning Unit 5	90,000		90,000
26	Facilities	CH Sump Pumps	150,000		150,000
9	Technology	MDTs for Public Safety Squads replacement	115,000		115,000
20	SAO	Move High Density Files	25,000	21,014	3,986
21	Facilities	PSC Dock Railing	7,000		7,000
23	Facilities	PSC Generator Fence	5,000		5,000
27	Facilities	CH Courtroom Doors	104,167	16,077	88,090
32	Facilities	CH Shelving Units	12,500		12,500
33	Facilities	CH Judicial Hallway Painting	30,000	11,228	18,772
35	Facilities	CH Archway	20,000		20,000

FY25 Capital - Project Strings

	Department	Vehicle, Equipment, Furnishings, Office Alterations, Other	Capital Fund Requests	Est. Amount to be spent	Funds Remaining
36	Facilities	Jail Stainless Steel Toilets	10,000		10,000
37	Facilities	Jail Window Tinting Cells	7,500	9,170	(1,670)
38	Facilities	CH Judicial Hallway Access Control	60,000	61,972	(1,972)
40	Facilities	AC Epoxy Kennels/Hallways	60,000	30,000	30,000
41	Probation	2 TV Monitors for waiting rooms	-	3,596	(3,596)
42	Probation	6- Tablets for waiting rooms	2,400	1,960	440
43	Probation	10 desktop scanners/laptops	6,000		6,000
44	Co. Board	A&E Temp Courthouse	100,000	8,121	91,879
45	Co. Board	Courthouse Temp Space	1,460,710	1,212,271	248,439
		KC Phase III - A&E PSC	750,000		
		Misc	5,341	134,999	(129,658)

Total Capital Request - 1404	\$	3,540,525	\$	1,636,739	\$	1,153,786
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22	Remove	PSC Bottle Refill Stations	(15,000)	-	(15,000)
27	Remove	CH Courtroom Doors	(88,090)	-	(88,090)
35	Remove	CH Archway	(20,000)	-	(20,000)
40	Remove	AC Epoxy Kennels/Hallways	(30,000)	-	(30,000)
			(153,090)		
	Added	PSC Jail Booster Heater for Dishwasher	7,500		7,500
	Added	PSC SAS Logging Tower	15,000		15,000
	Added	PSC SAS UPS Batteries	30,000		30,000
	Added	PSC SAS PC's	65,000		65,000
	Added	CH Main Corridor Refurbish	35,000		35,000
			152,500		

Total Capital Request - 1404	\$	3,539,935	\$	1,153,196	
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FY25 Capital - Project Strings

Department	Vehicle, Equipment, Furnishings, Office Alterations, Other	Capital Fund Requests	Est. Amount to be spent	Funds Remaining
	Remove from 1401	(370,000)		
	Remove from 1402	(80,000)		
	Remove from 1404	(153,090)		
		<u>(603,090)</u>		
	Add to 1401	65,000		
	Add to 1404	152,500		
		<u>217,500</u>		
	Net reduction	(385,590)		



Kendall County Agenda Briefing

Meeting Type: County Board Meeting

Meeting Date: 9/2/2025

Subject: Authorization for Kendall County Board Member(s)' travel to UCCI Washington DC Trip in an amount not to exceed \$3000.

Prepared by: Jennifer Breault, Finance and Budget Analyst

Department: Administration

Action Requested:

Authorization for Kendall County Board Member(s)' travel to UCCI Washington DC Trip in an amount not to exceed \$3,000.

Board/Committee Review:

Finance Committee 9/2/2025

Fiscal impact:

\$3,000

Background and Discussion:

UCCI will reimburse the County up to \$3,000 for attendance at the national conference. The event details were shared with all members (see attached email). Board Member Jason Peterson has requested travel authorization, with expenses to be paid by the County and subsequently reimbursed by UCCI.

Staff Recommendation: Authorization for Kendall County Board Member(s)' travel to UCCI Washington DC Trip in an amount not to exceed \$3,000.

Attachments: UCCI Email

Jennifer Breault

From: Sally A. Seeger
Sent: Monday, August 25, 2025 2:11 PM
To: Jennifer Breault
Subject: FW: [External]UCCI - DC Trip

From: Sally A. Seeger
Sent: Wednesday, August 6, 2025 11:00 AM
Subject: FW: [External]UCCI - DC Trip

FYI

From: UC CI <ucci@unitedcounties.com>
Sent: Tuesday, August 5, 2025 10:27 AM
To: UC CI <ucci@unitedcounties.com>
Subject: [External]UCCI - DC Trip

CAUTION - This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Members – Below is the itinerary for our UCCI-to-DC trip in September, a list of recommended hotels, as well as a link to register.

How to Register

1. Online Registration Link (preferred): <https://forms.gle/YL6CysgMFv6jr6TB6>
2. Email Us: ucci@unitedcounties.com
3. Call Us: (217) 544-5585

Items of Note

1. **The registration deadline is September 1, 2025**
2. Each county is reimbursed up to a total of \$3,000, regardless of the number of registrations from the county.
3. Registrants are responsible for making their own travel and lodging arrangements.
4. Registrants will hear directly from UCCI regarding next steps in the coming weeks.

**UCCI – Washington D.C.
September 16-18, 2025**

ITINERARY

September 16, 2025

- Morning/Afternoon - Arrival Day
- Evening - UCCI-Sponsored Dinner; Location: TBD*

September 17, 2025

- Morning - NACo Educational Sessions
- Afternoon - Capitol Hill Visits
- Evening - UCCI-Sponsored Dinner; Location: TBD*

September 18, 2025

- Noon – Meet and Greet with Illinois Senators Dick Durbin and Tammy Duckworth (Location: Senate staff to notify UCCI one day prior)
- Afternoon – Departure Day

*Dinner locations dependent upon registration numbers

HOTEL RECOMMENDATIONS

Near Capitol Hill

Phoenix Park Hotel - <https://www.phoenixparkhotel.com/>

Hyatt Place National Mall - <https://www.hyatt.com/hyatt-place/en-US/waszc-hyatt-place-washington-dc-national-mall>

Washington Marriott Capitol Hill - <https://www.marriott.com/en-us/hotels/wasnn-washington-marriott-capitol-hill/overview/?scid=ba372e19-3116-406f-8c8c-cd1679a20d2>

Near White House

Club Quarters Hotel - <https://www.clubquartershotels.com/>

All the best,
UCCI



Kendall County Agenda Briefing

Meeting Type: Finance
Meeting Date: 9/2/2025
Subject: Credit Card for GIS
Prepared by: Meagan Briganti
Department: GIS

Action Requested:

Approval

Board/Committee Review:

Click or tap here to enter text.

Fiscal impact:

None

Background and Discussion:

GIS is currently utilizing a credit card held by ICT Director Matthew Kinsey to pay for specific services such as Amazon Web Services (AWS). AWS is the platform that GIS utilizes to house its ESRI software and County GIS data. We also use a savings plan, where we typically save 30% on regular monthly bills for purchasing in bulk. I am seeking approval for a GIS department credit card with a limit of \$10,000. The card will be appointed to GIS Director Meagan Briganti.

Staff Recommendation:

ICT Director Matthew Kinsey recommends this separation of accounts to provide clear accountability, improve efficiency, and safeguard ongoing operations.

Attachments: