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

1. Call to Order and Pledge of Allegiance
2. Roll Call: Matt Kellogg (Chairman), Scott Gengler (Vice-Chair), Zach Bachmann, Brian DeBolt, Elizabeth Flowers, Dan Koukol, Jason Peterson, Ruben Rodriguez, Brooke Shanley, Seth Wormley
3. Approval of Agenda
4. Approval to Forward Claims to County Board Meeting
5. Committee Reports and Updates
6. New Committee Business
    A. Firearms and Residential Area Shooting Ordinance (Pg 2)
    B. Fiscal Year 2026 Budget Discussion (Pg 5)
        i. 708 Mental Health Presentation
        ii. Regional Office of Education Presentation
        iii. CASA Presentation
    C. Fiscal Year 2026 Capital Discussion (Pg 15)
    D. Temporary, Part-Time HRIS Analyst Job Description (Pg 21)
    E. Contingent Excess Construction Cost Agreement not to exceed $3,000,000 (Fox Fiber) (Pg 26)
7. Old Committee Business
8. Department Head and Elected Official Reports
9. Questions from the Media
10. Chairman's Report

Appointments

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

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

Firearms and Residential Area Shooting Ordinance Draft

WHEREAS, the Kendall County Board has the authority pursuant to 55 ILCS 5/5-1113 to pass all ordinances and make all rules and regulations proper or necessary, to carry into effect the powers granted to counties; and

WHEREAS, the Kendall County Board has the authority pursuant to 55 ILCS 5/5-1117 to regulate within the unincorporated areas of Kendall County the discharge of firearms in residential areas where such discharge is likely to subject residents or passersby to the risk of injury; and

WHEREAS, the Kendall County Board finds that adopting such regulation will promote the public health, safety, and general welfare of the inhabitants of Kendall County; and

WHEREAS, the Kendall County Board finds that regulating the discharge of firearms in residential areas will serve to avoid the risk or injury to residents or passersby.

NOW, THEREFORE, BE IT ORDAINED by the Kendall County Board that Chapter XXXXX, Article XXXX of the Kendall County Code is hereby created to read as follows:

1. **DEFINITIONS**

For the purpose of this article, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

a) "Firearm" as defined by the Illinois Firearm Owners Identification Card Act means any device, by whatever name known, which is designed to expel a projectile or projectiles by the action of an explosion, expansion of gas or escape of gas; excluding, however:

(1) any pneumatic gun, spring gun, paint ball gun, or B-B gun which expels a single globular projectile not exceeding .18 inch in diameter or which has a maximum muzzle velocity of less than 700 feet per second;

(1.1) any pneumatic gun, spring gun, paint ball gun, or B-B gun which expels breakable paint balls containing washable marking colors;

(2) any device used exclusively for signaling or safety and required or recommended by the United States Coast Guard or the Interstate Commerce Commission;

(3) any device used exclusively for the firing of stud cartridges, explosive rivets or similar industrial ammunition; and

(4) an antique firearm (other than a machine-gun) which, although designed as a weapon, the Illinois State Police finds by reason of the date of its manufacture, value, design, and other characteristics is primarily a collector's item and is not likely to be used as a weapon.

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b) "Residential Area" is defined as any area within 300 yards of at least three single- or multi-family residential structures.

c) "Unincorporated Area" is defined as the area within Kendall County boundaries not within the boundaries of any municipality.

2. REGULATION

It shall be a violation of this article for any person to discharge a firearm in any Residential Area of the Unincorporated Area, unless such discharge of a firearm is:

1) For the lawful defense of persons or property, or in the course of making a lawful arrest, when such force is justified under Article 7 of the Criminal Code of 2012;
2) For legal hunting in compliance with the Illinois Wildlife Code (520 ILCS 5/1.1 et. seq.);
3) Shooting on property zoned and approved for the operation of commercial shooting ranges, hunting clubs, shooting clubs, recreational clubs, and similar organizations when such discharge occurs within the parameters specified for such approved use;
4) Law enforcement activities, including, but not limited to, law enforcement training ranges;
5) Personal recreational shooting, but only (1) with a berm, backstop, natural terrain changes, or other sufficient manner that prevents any projectiles from leaving the boundary of the property where the shooting is taking place; and (2) with permission of neighboring properties as set forth below. Any such personal recreational shooting may only take place between sunrise and sunset; or
6) Otherwise exempt from this article by State law.

A person may seek permission from the owner or tenant of the residential structures within 300 yards of the location where firearms will be discharged to allow for personal recreational shooting. If multiple residences exist within 300 yards of the location where firearms will be discharged, authorization from the owner or tenant of each residence shall be required. For a multi-family structure, authorization from the owner or tenant of each unit shall be required. Failure to obtain appropriate authorization from the affected residences will result in a prohibition in discharging firearms in accordance with this article.

The Kendall County Sheriff's Office shall provide a sample authorization form on their website or in person at the Kendall County Sheriff's Office

3. ENFORCEMENT AND PENALTIES

a) This chapter shall be enforced by the Kendall County Sheriff. For purposes of determining the 300 yards from single or multi-family residential structures, a measurement shall be

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taken from the location where a firearm was discharged to the closest exterior wall of the residential structure.

b) Any person who violates any provision of this article shall be guilty of an ordinance violation and shall be fined as set forth below. A separate offense shall be deemed committed each and every time a violation of this article occurs.

c) Fines for violation of this article shall be as follows:
    1) The first violation of this article shall be punishable by a fine of no less than $500.
    2) A second violation of this article by the same person, within a 12-month period shall be punishable by a fine of no less than $750.
    3) A third or subsequent violation of this article by the same person, within a 12-month period shall be punishable by a fine of no less than $1000.

d) Nothing herein shall prohibit the State's Attorney from taking any other lawful action, including seeking injunctive relief, to prevent or remedy any violations of this article.

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Kendall County Agenda Briefing

Meeting Type: Committee of the Whole

Meeting Date: 10/16/2025

Subject: **Fiscal Year 2026 Budget Discussion**

Prepared by: **Jennifer Breault, Finance and Budget Analyst**

Department: **Administration**

Action Requested:

Discussion of FY2026 Budget

Board/Committee Review:

Committee of the Whole – Budget Hearings 9/19/25

Finance Committee – 9/25/25

Fiscal impact:

The Kendall County Fiscal Year 2026 Tentative Budget totals $118,171,450.54 in requested expenditures.

Background and Discussion:

The $118M Fiscal Year 2026 Tentative Budget captures funding requests for approximately 100 funds. The funding requests, made by Kendall County Departments and Offices, will fund operations, capital and debt service for FY26.

The Corporate Fund (General Fund) is the major operating fund for the County. In the Kendall County Fiscal Year 2026 Tentative Budget, the General Fund total requests are $35,512,142, with a current deficit of ($1,983,452).

The Finance Chairman and members of Administration have met with various County Elected and Appointed Officials to reduce the $1.98M General Fund deficit. Proposed solutions include reduction of levy fund requests, reduction of General Fund salaries and expenditures, increase revenue transfers in from other funds, increase revenues, and increase the PTELL levy calculation to include the CPI increase.

The County intends to approve the final budget on November 4, 2025.

Staff Recommendation:

Discuss and recommend the Kendall County Fiscal Year 2026 Budget

Attachments:

Please see: Kendall County Fiscal Year 2026 Budget Hearings Binder

Change Log
October 16, 2025

FY26 Budget

	CURRENT GENERAL FUND SURPLUS/(DEFICIT)	(1,983,452)
1	Increase Expense: Assessment - Postage	(5,000)
2	Decrease Expense: Assessment - Salaries Department Head to 3.5%	2,481
3	Decrease Expense: Assessment - Salaries Clerical to 3.5%	5,661
4	Decrease Expense: County Clerk - Vacant Position Moved to Contingency	48,827
5	Decrease Expense: States Attorney - Support Saff to 3.5%	753
6	Decrease Expense: States Attorney - States Attorney to 3.5%	61,828
7	Decrease Expense: States Attorney - New ASA from $105,000 to $100,000	5,000
8	Decrease Expense States Attorney - New Part-Time Support Staff to Contingency	22,500
9	Decrease Expense: States Attorney - New Hire ASA to Contingency	100,000
10	Decrease Expense: States Attorney - Child Advocacy Board	5,500
11	Decrease Expense: Public Defender - Clerical to 3.5%	493
12	Decrease Expense: Public Defencer - Assistant Public Defenders to 3.5%	2,200
13	Decrease Expense: Public Defender - New Assistant Public Defender from 90,000 to 85,000	5,000
14	Decrease Expense: Public Defender - New Assistant Public Defender to Contingency	85,000
15	Decrease Expense: Public Defender - Salaries Intern Decrease	500
16	Increase Expense: Public Defender - Mileage Increase	(500)
17	Decrease Expense: Public Defender - Removal of Axon and Karpel (in Technology Budget)	14,590
18	Decrease Expense: Judicial - Salaries Administration to 3.5%	6,941
19	Decrease Expense: Probation - New Investigation Position to Contingency	47,250
20	Decrease Expense: Probation - Correction Board and Care	50,000
21	Decrease Expense: Circuit Clerk - New Person Part-Time Administration to Contingency	27,109
22	Increase Revenue: Circuit Clerk - Increase Transfer in Child Support Fund #1303	10,250
23	Increase Revenue: Circuit Clerk - Increase Transfer in Document Storage Fund #1304	61,500
24	Increase Revenue: Circuit Clerk - Increase Transfer in Court Operation #1306	15,375
25	Increase Revenue: Circuit Clerk - Increase Transfer in Automation Fund #1313	153,750
26	Decrease Expense: Coroner - Removal of $2 On-Call Pay	13,500
27	Decrease Expense: Treasurer - Vacant Position to Contingency	43,500
28	Decrease Expense: Facilities - New Request Part-Time Maintenance to Contingency	15,000
29	Increase Expense: Levy - IMRF Increase	(417,365)
30	Decrease Expense: Levy - Social Security Decrease	620,444
31	Decrease Expense: Sheriff - Move Two New Correctional Deputies to Contingency	162,364
32	Decrease Expense: Sheriff - Reduction in Sheriff Part-Time Deputies	6,560
33	Decrease Expense: Sheriff - Removal of New Police Counselor Request	90,000
34	Decrease Expense: Sheriff - Vacant Sergeant to Contingency	125,621
35	CPI	797,543
36	Decrease Expense: Administration - New Graduate Intern to Contingency	24,960
37	Decrease Expense: Human Resources - New Part-Time HR Assistant to Contingency	26,000
38	Decrease Expense: IT - New Systems Administrator to Contingency	78,500
39	Decrease Expense: County Board - Reduction in Transfer to HealthCare	200,000
40	Increase Expense: County Board - Increase Contingency	(700,000)
41	Increase Expense: PBZ - Capital Request	(1,500)
42	Increase Expense: Judicial - Capital Request	(2,300)
43	Increase Revenue: County Board - Increase State Income Tax	70,000
44	Decrease Revenue: County Board - Personal Property Replacement Tax	(135,000)
45	Decrease Revenue: County Board - Local Use Tax	(279,000)
46	Increase Revenue: County Board - State Sales Tax	200,000
47	Increase Expense: County Board - Transfer out to DVRT	(25,000)
48	Increase Revenue: County Board - Cannabis Tax	20,000
49	Increase Revenue: County Board - 1/4 Cent Sales Tax	283,000
50	Increase Revenue: County Board - Transfer in from Forest Preserve	40,000
	Balance	383

	Other Changes-Not Affecting General Fund	
1	Increase Expense: HHS - IMRF Increase	53,378
2	Increase Expense: HHS - HealthCare Increase	24,844
3	Decrease Expense: GIS - Reduce Salary to 3.5%	1,220
4	Decrease Expense: Highway - Reduce Salary to 3.5%	10,193
5	Increase Expense: Increase in KenCom Payment	156,848
6	Increase Expense: Animal Control - Part-Time Salaries to 3.5%	632
7	Increase Expense: Law Library - Salary Increase	6,941
8	Increase Expense: County Clerk - Election Fund	334,895
9	Decrease Expense: County Clerk - Death Certificate Change	(4,135)
10	Increase Revenue: Increase Grant Award Child Advocacy Center	5,077
11	Increase Expense: Increase Salaries-Full Time Child Advocacy Center	5,077
12	Increase Expense: County Highway Engineer Salary	1,050

Tax Year 2025 Levy Payable FY26 Calculation & Requests
October 16, 2025

	Tax Year 2024, Payable 2025	Tax Year 2025, Payable 2026	Difference	% Change
New Construction	$ 102,767,129	$ 108,871,279	$ 6,104,150	5.9%
Rate Setting EAV	$ 5,207,824,444	$ 5,743,964,201	$ 536,139,757	10.3%
Levy Extension w/o CPI Increase	**$ 26,614,162**	**$ 28,048,223**	**$ 1,434,061**	**5.4%**
CPI Increase	**$887,317**	**$797,543**	**($89,774)**	**-10.1%**
Available Levy Extension w/ CPI	**$ 27,501,479**	**$ 28,845,766**	**$ 1,344,286**	**4.9%**

	Tax Year 2024 Budget Year 2025	Tax Year 2025 Budget Year 2026 Requests	$ Incr./(Decr.)	% Incr./-Decr.
Levy Funds				
General Fund	$16,343,195	$17,461,155	1,117,960	6.8%
Health & Human Services Fund	1,511,311	1,511,000	(311)	0.0%
708 Mental Health Fund	1,098,330	1,131,800	33,470	3.0%
Social Services for Seniors Fund	406,731	447,404	40,673	10.0%
Extension Education Fund	197,897	203,798	5,901	3.0%
County Highway Fund	1,500,374	1,850,000	349,626	23.3%
County Bridge Fund	500,472	-	(500,472)	-100.0%
IMRF	2,620,577	3,300,000	679,423	25.9%
Social Security	1,200,404	700,000	(500,404)	-41.7%
Liability Insurance Fund	1,537,871	1,691,322	153,451	10.0%
Tuberculosis Fund	30,205	30,000	(205)	-0.7%
Veterans Assistance Cms.	519,741	519,287	(454)	-0.1%
Total Requests: Capped	**$27,467,108**	$28,845,766	**$1,378,658**	**5.0%**
Revenue Recapture: Uncapped	**$34,372**			
Total Levy	**$27,501,479**			

Kendall County
PTELL Calculation
PTELL - Property Tax Extension Limitation Law
10/16/2025

	FY26 PTELL Calculation	New Dollars	
CPI	2.9%		
New Construction	$ 108,871,279	New Construction amount	$ 108,871,279
Rate Setting EAV	$ 5,743,964,201	x Limiting rate	0.005022
		= New Construction portion	**$546,744**
Previous Year Actual Extension	27,501,479		
Subtract Previous Year PBC Levy	-		
= Previous Year Net Extension	27,501,479	Previous Year Net Extension	$ 27,501,479
		x CPI	2.9%
Previous Year Net Extension	27,501,479	= Previous Year Net Extension portion	**$797,543**
x CPI Factor (1+CPI)	1.0290		
= Numerator	28,299,022		
Estimated New Year EAV	5,743,964,201		
Less Estimated New Construction	(108,871,279)		
= Est. Net New Year EAV **(Denominator)**	5,635,092,922		
Previous Year Extension x CPI **(Numerator)**	28,299,022		
New EAV - New Construction **(Denominator)**	5,635,092,922		
= Limiting Rate	0.005022		
Estimated New Year Rate Setting EAV	5,743,964,201		
x Limiting Rate	0.005022		
New Year Net Extension	28,845,766		
Less Previous Year Net Extension	(27,501,479)		
Capped Levy: Estimated New dollars	**1,344,286**	Est. Total New Dollars	**$1,344,286**
Net Extension	28,845,766		
addtl levy			
Total Extension	28,845,766		
Previous Year Rate Setting EAV	5,207,824,444		
Current Year Rate Setting EAV (Est.)	5,743,964,201		
EAV Increase/(Decrease)	536,139,757		
	10.29%		

Rate Setting EAV Historical Data

		Final Abstract: ANicoletti		Tax Computation: DGillette					
Tax Yr	Budget Yr	GROSS EAV (COA)	FINAL ABSTRACT GROSS EAV (BOR)	RATE SETTING EAV	Total New Property	Capped Levy	Uncapped Levy	Total	CPI
2005	2005-06			2,132,577,040	203,290,235	11,771,839	1,356,319	13,128,158	3.3%
2006	2006-07			2,562,012,897	260,535,620	14,049,007	1,149,161	15,198,168	3.4%
2007	2007-08		3,179,926,464	3,044,465,911	262,983,885	15,792,158	1,242,182	17,034,340	2.5%
2008	2008-09			3,277,539,459	181,449,389	17,403,734	1,356,901	18,760,635	4.1%
2009	2009-10		3,615,239,348	3,365,125,620	79,100,180	17,840,550	1,455,080	19,295,630	0.1%
2010	2010-11	3,430,144,759	3,416,531,905	3,172,454,510	38,635,983	18,547,755	1,744,216	20,291,971	2.7%
2011	2011-12	3,162,894,335	3,149,128,883	2,917,287,004	24,359,763	18,969,075	1,447,558	20,416,633	1.5%
2012	2012-13	2,922,578,695	2,897,850,640	2,670,163,229	22,268,159	19,702,333	180,236	19,882,569	3.0%
2013	2013-14	2,777,822,084	2,756,669,643	2,526,688,051	24,956,200	20,237,255		20,237,255	1.7%
2014	2014-15	2,768,955,774	2,758,296,190	2,528,541,825	25,080,332	20,444,019		20,444,019	1.5%
2015	2015-16	2,898,470,127	2,882,920,371	2,638,618,544	20,444,019	20,869,626		20,869,626	0.8%
2016	2017	3,108,196,593	3,095,321,296	2,839,493,270	28,608,147	21,229,471		21,229,471	0.7%
2017	2018	3,305,543,334	3,298,640,102	3,029,500,355	38,488,173	21,472,796		21,472,796	0.0%	2.1% County opted not to take
2018	2019	3,519,181,146	3,514,794,834	3,227,251,848	39,856,955	21,711,982		21,711,982	0.0%	2.1% County opted not to take
2019	2020	3,750,431,214	3,737,852,043	3,432,921,537	49,468,337	22,000,908		22,000,908	0.0%	1.9% County opted not to take
2020	2021	3,911,810,870	3,905,693,524	3,584,835,597	59,473,274	22,341,771		22,341,771	0.0%	2.3% County opted not to take
2021	2022	4,124,445,308	4,127,731,112	3,781,079,971	75,309,152	22,725,803	20,040	22,745,843	0.0%	1.4% County opted not to take
2022	2023	4,504,414,064	4,499,450,032	4,125,581,150	81,902,729	24,345,467	26,404	24,371,871	5.0%	County Took CPI of 5%
2023	2024	5,018,473,353	5,018,307,885	4,602,340,505	94,600,805	26,046,026	51,546	26,097,572	5.0%	County Took CPI of 5%
2024	2025	5,652,244,348	5,664,065,584	5,207,824,444	102,767,129	27,467,108	34,372	27,501,479	3.4%	
2024 v. 2025		12.63%	12.87%	13.16%	8.63%	5.46%		5.38%		
		633,770,995	645,757,699	605,483,939	8,166,324	1,421,082	(17,175)	1,403,908		
Rate setting EAV v. BOR EAV			**100.209%**	-8.06%					
				456,241,140					

	ANicoletti	Calculation	ANicoletti					
Projected Data								
Assmt Yr	Budget Yr	COA EAV	BOR EAV	RATE SETTING EAV	N/C	Capped Levy	Uncapped Levy	Total	CPI
2025	*2026*	***6,247,362,282***	***6,247,174,861***	***5,743,964,201***	***108,871,279***	*28,845,766*		*28,845,766*	***2.9%***
2025 v.	2024	12.63%	12.87%	13.16%	8.63%	5.46%	-33.32%	5.38%	
		633,770,995	645,757,699	605,483,939	8,166,324	1,421,082	(17,175)	1,403,908	
Rate setting EAV v. BOR EAV			99.997%	-8.06%					
			187,421	**503,210,660**					
			BOR Reductions	**Co Clerk Exemptions**					

0.50219% LIMITING RATE = (ratio of the previous year extension increased by CPI) to (New EAV less new construction)
546,744 New Construction dollars = limiting rate * new construction value

0.50219%

GENERAL FUND REVENUE SUMMARY

ACCOUNT & DESCRIPTION			BUDGET 2025	BUDGET 2026	% CHANGE IN BUDGET
		General Fund Total Revenues	33,339,685	34,944,187	9.8%
TAXES	OVERSIGHT				
11002539 41010	Admin	Current Property Tax	16,343,195	17,461,155	6.8%
11002539 41020	Admin	Personal Property Repl. Tax	650,000	450,000	-30.8%
11002539 41030	Admin	State Income Tax	3,640,768	3,710,000	1.9%
11002539 41040	Admin	Local Use Tax	810,000	450,000	-44.4%
11002539 41050	Admin	State Sales Tax	700,000	900,000	28.6%
11002539 41060	Admin	Franchise Tax	150,000	150,000	0.0%
11002539 41070	Admin	Local Share Cannabis Tax	250,000	320,000	28.0%
11002539 41140	Admin	1/4 Cent Sales Tax	3,906,000	4,189,000	7.2%
11000606 41160	Co. Clerk	Co. Real Estate Transfer Tax	450,000	450,000	0.0%
		Total Taxes	26,899,963	28,080,155	9.7%
LICENSES, PERMITS, & FEES FROM SERVICES					
11000222 41390	Assessor	Assessment Miscellaneous	3,000	3,000	0.0%
11000314 41290	Circuit Clerk	Circuit Clerk Fees	1,310,000	1,625,000	24.0%
11000314 41300	Circuit Clerk	Cir. Clk. System Fee	9,000	500	-94.4%
11000314 42130	Circuit Clerk	Cir. Clk. GPS Service Fee	0	0	0.0%
11000314 42140	Circuit Clerk	Cir. Clk. Periodic Impris. Fee	8,500	12,000	41.2%
11000314 42250	Circuit Clerk	Circuit Clerk Revenue	0	6,000	100.0%
11000529 42200	Admin	County Building Postage Reimb.	120,000	120,000	0.0%
11002539 42220	Admin	Compost Fees	5,000	5,000	0.0%
11000606 41210	County Clerk	County Clerk Fees	300,000	300,000	0.0%
11000606 41220	County Clerk	Recorder's Miscellaneous	40,000	40,000	0.0%
11000825 41150	Treasurer	Property Tax Late Pymnt. Penalty	325,000	325,000	0.0%
11000825 41400	Treasurer	Treasurer Fees	20,000	20,000	0.0%
11000825 41700	Treasurer	Miscellaneous Revenue	30,000	30,000	0.0%
11001618 41340	Probation	Probation Board & Care	0	25,000	100.0%
11001719 41360	Public Defender	Public Defender Fees	4,050	4,050	0.0%
11001902 41180	PBZ	Building Fees	100,000	100,000	0.0%
11001902 41190	PBZ	Recording Fees	1,200	1,100	-8.3%
11001902 41200	PBZ	Zoning Fees	10,000	10,000	0.0%
11001902 41450	PBZ	2012 NRA Fee	10	10	0.0%
11002009 41240	Sheriff	Sheriff Fees	121,765	114,139	-6.3%
11002009 41250	Sheriff	Sheriff Miscellaneous	8,618	42,658	395.0%
11002009 41260	Sheriff	HIDTA Reimbursement	52,181	60,362	15.7%
11002009 42070	Sheriff	Security Detail Income	4,528	5,725	26.4%
11002011 41270	Sheriff	Merit Commission Revenue	41,150	45,958	11.7%
11002010 42050	Sheriff	Prisoner Transport	818	810	-1.0%
11002010 42060	Sheriff	Sheriff Bond Fee	25,620	9,600	-62.5%
11002010 42080	Sheriff	Corrections Board & Care	170,820	142,350	-16.7%
11002010 42090	Sheriff	Federal Inmate Revenue	201,480	210,000	4.2%
11002010 42100	Sheriff	Federal Inmate Mileage Reimbursement	2,428	1,800	-25.9%
11002010 42110	Sheriff	Federal Inmate Transport Fees	21,648	7,216	-66.7%
11002120 41370	Circuit Clerk	Fines & Forfeits	310,000	375,000	21.0%
11002120 41380	State's Attorney	State's Attorney Miscellaneous Revenue	1	0	-100.0%
11002120 42150	State's Attorney	State's Attorney Trial Fee	0	0	0.0%
11002120 42160	State's Attorney	State's Attorney Comptroller Collection Fines/Fees	2,000	800	-60.0%
11002233 41410	ICT	Technology Revenue	1,000	1,000	0.0%
11002233 41420	ICT	Technology Municipality	0	0	0.0%
11002532 41460	Admin	UCCI Reimbursement	3,000	3,000	0.0%
11002532 42210	Admin	Liquor License	21,500	21,500	0.0%
		Total Licenses, Permits & Fees from Services	3,274,317	3,668,578	12.0%

GENERAL FUND REVENUE SUMMARY

ACCOUNT & DESCRIPTION			BUDGET 2025	BUDGET 2026	% CHANGE IN BUDGET
INTEREST					
11000825 41350	Treasurer	Interest Income	800,000	800,000	0.0%
		Total Interest	800,000	800,000	0.0%
INTERGOVERNMENTAL					
11000530 41080	Admin	State's Attorney Salary	184,885	197,100	6.6%
11000530 41090	Probation	Probation Officer Salary	747,441	771,042	3.2%
11000530 41100	Admin	Supervisor of Assmnt. Salary	49,736	50,873	2.3%
11000530 41110	Admin	Public Defender Salary	124,017	123,089	-0.7%
11000530 41500	Probation	State Comp-Pretrial Officer	180,439	181,757	0.7%
11000530 41130	Admin	Sheriff Salary	104,517	109,413	4.7%
11002233 41430	ICT	KenCom Operations Reimbursement	104,335	107,465	3.0%
11000606 41120	Co Clerk	State Com Election Judge	30,000	30,000	0.0%
11000912 43930	EMA	Chief Assoc.	0	2,000	100.0%
11000912 41280	EMA	EMA Reimbursement from IEMA	40,000	40,000	0.0%
11001618 41440	Probation	Probation Officer Salary (Municipal)	20,000	20,000	0.0%
		Total Intergovernmental	1,585,370	1,632,738	3.0%
TOTAL REVENUE			32,559,651	34,181,472	5.0%
TRANSFERS IN					
11003038 40060	Admin	Transfer from Probation Services Fund	20,654	0	-100.0%
11003038 40020	Admin	Transfer from Forest Preserve		40,000	
11003038 40530	Admin	Transfer from Public Defender Auto	12,191	12,191	0.0%
11003038 40030	Admin	Transfer from Animal Control Fund	0	0	0.0%
11003038 40050	Admin	Transfer from GIS Mapping	13,560	9,650	-28.8%
11003038 40220	Admin	Transfer from Court Security Fund	18,630	0	-100.0%
11003038 40390	Admin	Transfer from ARPA	20,000	0	-100.0%
11003038 40430	Admin	Transfer From CirClk Child Support Fund #1303	10,000	10,250	2.5%
11003038 40440	Admin	Transfer From CirClk Document Storage Fund #1304	60,000	61,500	2.5%
11003038 40450	Admin	Transfer from CirClk Court Operation #1306	15,000	15,375	2.5%
11003038 40550	Admin	Transfer from Public Defender State Funding	90,000	90,000	0.0%
11003038 40540	Admin	Transfer From Election Fund	370,000	370,000	0.0%
11003038 40230	Admin	Transfer from CirClk Automation Fund #1313	150,000	153,750	2.5%
		Total Transfers	780,035	762,716	-2.2%
		General Fund Total Revenue & Transfers In	33,339,685	34,944,187	4.8%
		GF Expenditures & Transfers Out	(33,339,239)	(34,943,804)	
		GF Revenues & Transfers In	33,339,685	34,944,187	4.8%
		Surplus (Deficit)	**446**	**383**	

GENERAL FUND EXPENDITURE SUMMARY

	DESCRIPTION	BUDGET 2025	BUDGET 2026	% CHANGE IN BUDGET
	EXPENSES			
11000530	Administrative Services	737,559	736,081	-0.2%
11000828	Auditing & Accounting	440,000	356,000	-19.1%
11002621	Board of Review	88,839	91,627	3.1%
11002550	Capital Expenditures	0	0	0.0%
11002734	CASA Expenditures	12,000	42,000	250.0%
11000314	Circuit Court Clerk	1,572,930	1,584,246	0.7%
11001516	Circuit Court Judge	381,387	397,465	4.2%
11001618	Combined Court Services (Probation)	1,556,631	1,600,367	2.8%
11002537	Contingency	429,513	950,000	121.2%
11000417	Coroner	298,704	309,113	3.5%
11002010	Corrections	5,408,225	5,493,387	1.6%
11000222	County Assessments	387,969	426,342	9.9%
11002532	County Board	226,640	254,226	12.2%
11000606	County Clerk & Recorder & Bonds	202,154	198,144	-2.0%
11000607	Election Costs	797,107	760,604	-4.6%
11000912	Emergency Management Agency	117,309	125,748	7.2%
11001001	Facilities Management	1,596,028	1,693,458	6.1%
11000224	Farmland Review Board	353	353	0.0%
11001515	Jury Commission	94,250	94,850	0.6%
11002011	Merit Commission	107,506	64,618	-39.9%
11001902	Planning, Building & Zoning	269,643	371,664	37.8%
11000529	Postage County Building	141,068	141,068	0.0%
11001719	Public Defender	784,032	814,343	3.9%
11001808	Regional Office of Education	103,149	108,701	5.4%
11002009	Sheriff	8,051,474	8,618,712	7.0%
11002836	Soil & Water Conservation District Grant	60,000	60,000	0.0%
11002120	State's Attorney	2,108,594	2,190,632	3.9%
11002233	Technology Services	1,274,711	1,349,834	5.9%
11000825	Treasurer	578,919	534,850	-7.6%
11003131	Human Resources	392,483	407,332	3.8%
11001044	Utilities	937,315	948,293	1.2%
	TOTAL EXPENDITURES	29,156,492	30,724,058	5.4%

GENERAL FUND EXPENDITURE SUMMARY

	DESCRIPTION	BUDGET 2025	BUDGET 2026	% CHANGE IN BUDGET
	TRANSFERS OUT:			
	Debt Service			
11003038	Trsn to Adm Bldg Debt Serv	96,547	96,546	0.0%
	Subtotal - Debt Service	96,547	96,546	0.0%
	Capital/Reserves			
11003038	Trns to Building Fund	35,000	35,000	0.0%
11003038	Trsn to Cap Improve Fund	150,000	150,000	0.0%
	Subtotal - Capital/Reserve Funds	185,000	185,000	0.0%
	Other Transfers Out			
11003038	Trns to Kendall Area Transit	-	-	0.0%
11003038	Trns to DVRT		25,000	
11003038	Trns to 27th Payroll Fund	-	50,000	100.0%
11003038	Trns to Health Care Fund	3,888,000	3,850,000	-1.0%
11003038	Trns to Historic Pres. CLG	13,200	13,200	0.0%
	Subtotal - Other Transfers Out	3,901,200	3,938,200	0.9%
	TOTAL TRANSFERS OUT	4,182,747	4,219,746	0.9%
	TOTAL EXPENDITURES AND TRANSFERS OUT	33,339,239	34,943,804	4.8%

Kendall County Agenda Briefing

Meeting Type: Committee of the Whole

Meeting Date: 10/16/2025

Subject: **Fiscal Year 2026 Capital Discussion**

Prepared by: **Jennifer Breault, Finance and Budget Analyst**

Department: **Administration**

Action Requested:

Discussion of FY2026 Capital

Board/Committee Review:

Committee of the Whole – Budget Hearings 9/19/25

Finance Committee – 9/25/25

Fiscal impact:

The Kendall County Fiscal Year 2026 Capital Budget totals $5,699,789 in expenditures

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Background and Discussion:

The $5.7M Fiscal Year 2026 Capital Budget captures funding requests for capital improvements countywide. The funding requests, made by Kendall County Departments and Offices, will fund both capital improvements (excluding roads & bridges) and building construction for FY26.

The three major capital funds for Kendall County and their requests are:

- Building Fund 1401 $2,810,000
- Capital Improvement Fund 1402 $764,860
- Public Safety Capital Improvement Fund 1404 $2,124,929

Building Fund 1401 includes costs to finish construction on the updated county office building at 504 W. Main Street, Main Street campus work, and window repairs.

The Capital Improvement Fund 1402 includes costs for updating the stormwater prevention plan and Technology upgrades.

The Public Safety Capital Improvement Fund 1404 includes capital costs for all public safety related expenditures for the Kendall County Courthouse, the Richard Randall Public Safety Center, the Kendall County Jail, and the Kendall County Animal Control Facility, as well as purchase of AXON.

The current capital plan does not include any new facility renovations, however these continue to be significant needs over the coming years. During the Committee of the Whole capital discussion, staff will also present an overview of the current facilities needs and potential funding sources. Based on initial Board feedback, staff will refine the funding scenarios for further Board discussion and potential future budget amendments."

The County intends to approve the final budget on November 4, 2025.

Staff Recommendation:

Discuss and recommend the Kendall County Fiscal Year 2026 Capital Funds

Attachments:

Kendall County Fiscal Year 2026 Capital Funds Budget

Capital Building Fund 1401

	Department	Vehicle, Equipment, Furnishings, Office Alterations, Other	General Fund Requests	$ Changes	Changes Description	Remarks
1	PBZ	Purchase 2 Tablets, 2 Rugged Cases, and 2 Bluetooth Keyboard/Mouse Combos	1,500.00	(1,500.00)	Not Capital	
2	Facilities	HCH Window Replacement	110,000.00			Moved from 2025 Budget
3	Facilities	HCH Roof Replacement	140,000.00			Moved from 2025 Budget
4	Facilities	HCH RTU 2 Replacement	20,000.00			Moved from 2025 Budget
5	Facilities	HCH RTU 3 Replacement	20,000.00			Moved from 2025 Budget
6	Facilities	HHS Roof	550,000.00	(550,000.00)	Deferred to FY27	22 years old and out of warranty. Few holes found last year
7	Facilities	HHS New Concrete Curb	55,000.00	(55,000.00)	Deferred to FY27	Complete the curb around HHS and Courthouse. One of the few places without curb
8	Facilities	Camera Integration Main Street	20,000.00			Convert all camera in clerk building and historic courthouse to new axis system
9	Facilities	Clerk Wax and Seal	25,000.00	(25,000.00)		Clerk Wax and Seal
10	Administration	County Office Building 2	1,500,000.00			
11	Administration	Main Street Campus Work	1,000,000.00			
		Total Capital Requests	$ 3,441,500	$ (631,500)		

FY26 Building Fund Capital Budget **$ 2,810,000**

Est. Ending Balance FY25		2,851,402
FY25 Revenue (Transfer from GF)		35,000
Total Capital Requests		3,441,500
Reduced Request - Not Capital		(1,500)
Reduced Request - Moved to FY25		(25,000)
Reduced Request - Deferred to FY27		(605,000)
FY26 Capital Requests		2,810,000
Est. Ending Balance FY26		$ 76,402

Capital Improvement Fund 1402

	Department	Vehicle, Equipment, Furnishings, Office Alterations, Other	Capital Fund Requests	$ Changes	Changes Description	Remarks
1	PBZ	Update the Kendall County Stormwater Management Pollution Prevention Plan	12,000			
2	Technology	Wireless AP	75,000			Carryover from FY 25 Capital to replace current wireless technology. Awaiting new models to hit the market Q4FY25/Q1FY26
3	Technology	Laserfiche SaaS 3 year Expansion	67,860			Expand Laserfiche user count from 14 to 26 . Scan current documents to cloud retention buckets for internal and external access. Our subscription renewal is set for 12/25 if we chose to do year to year without expansion I'll need to adjust software line
4	Technology	Nutanix Cluster Replacement	200,000			Nutanix Hardware cluster will be EOL FY26. We will be able to repurpose the hardware for a testing environment, but production will need new hardware, (hardware bought FY24 will be compatible with new purchase)
5	Technology	Nutanix DR Cluster	145,000			Currently we don't have a fail over system for our main production environment. Allowing for us to prep with a smaller system that can allow for key identified systems to run during a disaster.
6	Technology	10GB Interface Modules	35,000			Upgrade GBIC modules for 10GB interface for network
7	Technology	Assessor Program Migration	30,000			Due to security concerns with current setup for assessors to access internal infrastructure. We are suggesting these entities migrate to VPAMs program which will be migrated to our GCC cloud infrastructure.
8	Facilities	Bobcat	100,000			Having a lot of issues with bobcat. Need a more powerful one. Get reimbursement for old one
9	Facilities	COB Board Room AV and TV Software	100,000			COB Board Room AV and TV Software
		Total Capital Requests	$ 764,860	$ -		

FY26 Building Fund Capital Budget **$ 764,860**

Est Ending Balance FY25		5,903,069
Revenue (Transfer from GF & Video Gaming)		250,000
Total Capital Requests		764,860
Reduced Request - Not Capital		-
Reduced Request - Moved		-
Reduced Request - Deferred		-
FY26 Capital Requests		764,860
Est. Ending Balance FY26		$ 5,388,209

Public Safety Capital Fund 1404

	Department	Vehicle, Equipment, Furnishings, Office Alterations, Other	Capital Fund Requests	$ Changes	Changes Description	Remarks
1	Coroner	Radio Upgrade	2,500.00	(2,500.00)	Deferred to FY27	
2	Coroner	Build out 12x12 office	15,000.00	(15,000.00)	Deferred to FY27	
3	Coroner	New Building/FFE	3,500,000.00	(3,500,000.00)	Deferred to FY27	
4	Technology	Investigations Computers	15,525.00			New requirements for software to facilitate software requirements.
5	Facilities	PSC Jail Painting West + Main Corridor	175,000.00	(175,000.00)	Deferred to FY27	Repaint west and main corridor. Pods included for safety reasons
6	Facilities	PSC Wire Mesh Pod Barriers	70,000.00	(70,000.00)	Deferred to FY27	Safety mesh put on 2nd floor hand rails of jail pods
7	Facilities	PSC Jail High Security Door Program	30,000.00			Fix multiple issues with various doors in the jail
8	Facilities	PSC Jail Motorized Locks	500,000.00			Continue the project of replacing locks in the jail
9	Facilities	PSC Jail Floor Strip and Wax	20,000.00	(20,000.00)	Deferred to FY27	Cost to strip and wax the floors of the entire Jail.
10	Facilities	PSC Icemaker	12,000.00			
11	Facilities	CH Water Softener 1	17,500.00	(17,500.00)	Deferred to FY27	16 years old
12	Facilities	CH Water Softener 2	17,500.00	(17,500.00)	Deferred to FY27	16 years old
13	Facilities	CH AC Unit 1	120,000.00			16 years old. Having some issues
14	Facilities	CH AC Unit 2	120,000.00			16 years old. Having some issues
15	Facilities	CH Waterproof Old Side	40,000.00			Leaking wall down in the basement of the courthouse.
16	Facilities	CH Drain Tile Fix in Basement	30,000.00			Water seeping from the floor. Drain tile install to get rid of puddling water
17	Facilities	CH Stamped Ramps ADA Repair	30,000.00			Potentially Try to get Grant money to fund
18	Facilities	CH Hallway Painting	30,000.00	(30,000.00)	Deferred to FY27	Continue the project to repaint the courthouse
19	Facilities	CH Won Door Repair	18,500.00			Second won door motor is going out. Working intermittently.
20	Facilities	CH Replace Gates to Dumpster Area	10,000.00			Replace the gates for the dumpster
21	Facilities	CH SAS DVR Replacement	85,000.00			Replace the DVR in the courthouse to match the PSC with 2 years of storage
22	Facilities	CH Bottle Refill Station	20,000.00	(20,000.00)	Deferred to FY27	Moved from 2025 Budget and changed from "PSC Bottle Refill Station"
23	Facilities	CH Courthouse Door Project	104,167.00	(104,167.00)	Deferred to FY27	Moved from 2025. Potentially waiting on ADA Grant. Working on detailed scope.
24	Facilities	CH Archway Restoration	20,000.00	(20,000.00)	Deferred to FY27	Moved from 2025 Budget
25	Facilities	Animal Control Epoxy Project	60,000.00	(60,000.00)	Deferred to FY27	Moved from 2025 Budget
26	Facilities	Animal Control Kitchen Upgrade	10,000.00	(10,000.00)	Deferred to FY27	Moved from 2025 Budget
27	Facilities	FM/CO Fire Panel Upgrade	40,000.00	(40,000.00)	Deferred to FY27	Moved from 2025 Budget
28	Facilities	John Street Campus Pole Lights	40,000.00			Replace 4 Pole lights to match new and add some power outlets at the base

Public Safety Capital Fund 1404

	Department	Vehicle, Equipment, Furnishings, Office Alterations, Other	Capital Fund Requests	$ Changes	Changes Description	Remarks
29	Facilities	Door Program	35,000.00			25,000 for normal door program + 10,000 for ADA button on HCH
30	Facilities	SA Offices	175,000.00	(175,000.00)	Deferred to FY27	$150,000 put into budget in 2024
31	Facilities	CH Probation	2,500.00	(2,500.00)	Not Capital	Install of TV for Probation. Data and Electric Run
32	Facilities	Camera Program	80,000.00			Start swapping out cameras for CH and PSC
33	Sheriff	AXON - bwc, in-car, software	742,000.00			annual cost for a 10 year contract
34	Sheriff	Patrol Vehicle	79,653.00	(79,653.00)	Deferred to FY27	Replace high maint vehicles
35	Sheriff	Patrol Vehicle	79,653.00	(79,653.00)	Deferred to FY27	Replace high maint vehicles
36	Sheriff	Patrol Vehicle	79,653.00	(79,653.00)	Deferred to FY27	Replace high maint vehicles
37	Sheriff	Admin/Det Vehicle	60,000.00	(60,000.00)	Deferred to FY27	Replace high maint vehicles
38	Sheriff	Admin/Det Vehicle	60,000.00	(60,000.00)	Deferred to FY27	Replace high maint vehicles
39	Sheriff	X-Ray Machine for Courthouse	60,407.00			Replace Xray machine that is
40	Sheriff	Metal Detector	9,640.00			Replace outdated machine
41	Sheriff	Auxiliary Radios	21,000.00			10 pool radios, digital/encrypted
42	Sheriff	Patrol Duty Weapon w/holster	39,800.00			Replace issued duty weapons
43	Judge	Jury Deliberation Room Chairs	15,000.00	(15,000.00)	Deferred to FY27	CR 112 Deliberation Room
44	Judge	Employee ID Badge Printer	2,300.00	(2,300.00)	Not Capital	To replace 20+ year old ID badge printer
45	Probation	Add Network to conference room for added office space and Smart TV	5,000.00	(5,000.00)	Not Capital	While need to use conference room for office space is temporary, the network and phone will be utilized for on going training in that room with Smart TV.
46	Sheriff	Electronic control devices (Tasers)	86,057.00			Approved in FY25 ($430,287/5years), Second Year for Tasers
		Total Capital Requests	$ 6,785,355	$ (4,660,426)		

FY26 Building Fund Capital Budget **$ 2,124,929**

Est Ending Balance FY25		485,176
Revenue (Transfer from PS Sales Tax)		525,000
Total Capital Requests		6,785,355
Reduced Request - Not Capital		(9,800)
Reduced Request - Moved		-
Reduced Request - Deferred to FY27		(4,650,626)
FY26 Capital Requests		2,124,929
Est. Ending Balance FY26		$ (1,114,753)

Kendall County Agenda Briefing

Meeting Type: Committee of the Whole

Meeting Date: 10/16/2025

Subject: New Temporary, Part-Time HRIS Analyst Job Description

Prepared by: Leslie Johnson, Human Resources Director

Department: Human Resources Department

Action Requested:

To forward the Temporary, Part-Time HRIS Analyst Job Description to the Kendall County Board for approval.

Board/Committee Review:

N/A

Fiscal impact:

The proposed hourly rate of pay for the Temporary, Part-Time HRIS Analyst Job Description is $31.00-$32.00/hour. Any additional funding required for this position will be incorporated into the FY 2025–26 budget.

Background and Discussion:

The attached document presents a proposed job description for a temporary, part-time HRIS Analyst role within the Human Resources Department. This position is intended to support the continued implementation of the remaining Human Capital Management (HCM) modules and workflows in the Tyler Munis system. Additionally, the HRIS Analyst would provide training to current HR Department staff on the development, execution, and administration of these modules and workflows. If approved, the position would be limited to a maximum of 20 hours per week and have a duration of 3 to 6 months.

Staff Recommendation:

To forward the Temporary, Part-Time HRIS Analyst Job Description to the Kendall County Board for approval.

Attachments:

1. HRIS Analyst Job Description

TITLE: HRIS Analyst
DEPARTMENT: Human Resources
SUPERVISED BY: Human Resources Director
FULL TIME/PART TIME: Part Time (Temporary Position)
FLSA STATUS: Non-Exempt
APPROVED/REVISED: TBD

I. Position Summary:

This part-time HRIS Analyst position is responsible for configuring, administering, and maintaining Kendall County's Human Resources Information System (Tyler Munis) and related HR technology. The role ensures data integrity; provides training and technical support to end-users; generates HR reports; and assists with system development, upgrades, and improvements. This position requires strong attention to detail and an understanding of HR processes.

II. Essential Duties and Responsibilities:

The essential job duties for this position include, but are not limited to the following:

A. Configures, administers, and maintains Kendall County's Human Resources Information System (Tyler Munis) and related HR technology to ensure optimal performance.
B. Collaborates with stakeholders to gather requirements for development of Tyler Munis system modules, workflows, system enhancements, and customizations.
C. Implements and tests HRIS system updates, patches, and new modules and workflows.
D. Ensures data integrity within Kendall County's HRIS system.
E. Analyzes existing Kendall County processes and workflows to identify areas for improvement.
F. Recommends and implements process enhancements to maximize efficiency and productivity.
G. Works closely with end-users to understand their needs and translate them into HRIS system solutions.
H. Provides technical support and training to Human Resources Department staff and end-users.
I. Troubleshoots issues and resolves system-related problems.
J. Develops and delivers training programs and materials to educate employees on HRIS system usage and best practices.
K. Creates and maintains reports and dashboards to support data-driven decision-making.
L. Performs data analysis to identify trends, anomalies, and opportunities for improvement.
M. Collaborates with Kendall County's ICT Department and other Kendall County departments and elected offices to integrate the HRIS system and related HR technology with other Kendall County applications.
N. Works with Tyler Munis for troubleshooting, system integrations, and/or specialized projects.
O. Prepares and maintains comprehensive documentation of HRIS system configurations, customizations, and processes.

DRAFT

P. Handles confidential matters daily relating to all functions of the Human Resources Department and maintains confidentiality of such information.
Q. Prepares, revises, organizes, and files confidential records, documents, and correspondence regarding or relating to the Human Resources Department.
R. Must be able to work both on-site and remotely to perform the assigned essential job functions.
S. Travels to and/or attends meetings, conferences, and trainings/seminars, as assigned, both during and after regular business hours.
T. Maintains positive and professional working relationships with Kendall County's elected officials, department heads, employees, other government agencies, unions, and other third parties.
U. Complies with all applicable laws, regulations, union contracts, and County policies and procedures regarding or relating to assigned job duties.
V. Maintains regular attendance and punctuality.
W. Provides back up support for other positions within Kendall County's Human Resources Department, as needed.
X. Performs other duties as assigned.

III. Qualifications:

To perform this job successfully, an individual must be able to perform all essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required for the position.

A. Language Skills:

1. Ability to research, read, and interpret documents and simple instructions.
2. Ability to prepare documents, reports, minutes, agendas, and correspondence.
3. Ability to speak effectively with the public, employees, outside entities, vendors, and the County's elected officials, in both one-on-one and group settings.
4. Requires proficient knowledge of the English language, spelling, and grammar.

B. Mathematical Skills:

1. Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.
2. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.
3. Ability to prepare and analyze statistical and payroll related data and reports.

C. Reasoning Ability:

1. Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
2. Ability to deal with problems involving several concrete variables in standardized situations.

D. Certificates, Licenses, and Registrations:

1. Current and valid Driver's License

2. Any and all other certificates and registrations as required for the specific duties performed.

E. Other Skills, Knowledge and Abilities:

1. Strong organization and multi-tasking skills.
2. Excellent prioritization skills and the ability to meet deadlines.
3. The ability to display a positive, cooperative, professional and team orientated attitude.
4. The ability to listen, understand information and ideas, and work effectively with county personnel, department heads, and elected officials.
5. The ability to follow guidance and work independently until project completion.
6. Must be proficient in the use of computers and in Microsoft Outlook, Excel, Word, Teams, and PowerPoint.
7. Proficiency with Tyler Munis Human Resource Information Systems (HRIS) is preferred.
8. Proficiency with or the ability to quickly learn Kendall County's payroll and time and attendance systems.
9. Knowledge of office practices, principles of modern record keeping, set and maintaining filing systems.
10. Skills in operating a personal computer, facsimile machine, copier, and typewriter.

F. Education and Experience:

1. A minimum of a Bachelor's degree in Information Systems, Business Administration, Human Resources, or a related field is required.
2. A Master's degree in Information Systems, Business Administration, Human Resources, or a related field is preferred.
3. At least two (2) years of prior HRIS systems experience and bookkeeping, payroll, or accounting experience is required.

IV. Physical Demands:

While performing the duties of this job, the employee must be able to:

A. Frequently sit for long periods of time at a desk or in meetings.
B. Frequently work with computers and look at computer screens and other electronic devices.
C. Occasionally lift and/or move up to 25 pounds.
D. Frequently lift and/or move up to 5 pounds.
E. Use hands to finger, handle, feel, grip, and type.
F. Reach, push, and pull with hands and arms.
G. Talk and hear in person and via use of telephone.
H. Specific vision abilities include close and distance vision, as well as depth perception.
I. Travel independently to other Kendall County properties and other locations to perform assigned job duties.

V. Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is subject to the following working conditions:

A. Mostly inside environmental conditions, except when outside traveling between various buildings/locations to perform assigned job duties.
B. The noise level in the work environment is usually quiet to moderately quiet.
C. Employee may be exposed to stressful and difficult situations and material while working with users, law enforcement, department heads, elected officials, and vendors.
D. Employee may be required to provide own transportation to travel to and from meetings, training, conferences, etc.
E. Employee must be able to perform all assigned job duties during normal business hours and outside of normal business hours, as needed.

By signing my name below, I hereby affirm that I received a copy of this job description.

_____ _____
Employee Receipt Acknowledgement & Signature **Date**

_____ _____
Signature of Supervisor **Date**

cc: personnel file, employee

Kendall County Agenda Briefing

Meeting Type: Committee of the Whole

Meeting Date: 10/16/2025

Subject: Fox Fiber Construction Contingency Agreement

Prepared by: Christina Burns, County Administrator

Department: Administration

Action Requested:

Approval of a Contingent Excess Construction Cost Agreement of not more than $3,000,000.

Board/Committee Review:

May 13, 2025: Connect Kendall County Commission Review of CDA

May 15, 2025: Committee of Whole discussion of CDA and project overview

June 3, 2025: Approval of grant agreements, Resolution Approving a 63-20 Relationship with Fox Fiber, Comprehensive Development Agreement between Kendall County and Fox Fiber

Fiscal impact:

Potential future cost of up to $3,000,000 to support project completion.

Background and Discussion:

Kendall County has received a $15 million grant from the State of Illinois for the construction of a broadband network to connect unserved and undeserved areas of Kendall County. In June, the County authorized Fox Fiber to seek bond funding for the remainder of the project, not to exceed $31,5000,000.

The bonds were offered to market in late summer, however there has been hesitancy from the larger institutional investors due to overall market factors, including recent issues with a Montana municipal broadband project and a separate significant municipal bond default. As an unrated bond sale, investors have made several requests that have required modifications to the original proposal. These include changes to the construction agreement with Aecon to provide a performance bond and firm pricing. Investors have also requested additional contingency funding to ensure the project is completed in the event of cost overruns. The proposed Contingency Excess Agreement would commit the County to provide a loan of up to $3,000,000 during the construction phase to complete the project. The proposed loan terms include a 10-year payback at 10 percent interest. Pivot and Municipal Capital Markets are also deferring a total of $600,000 in fees to be used before the County funding would be required. The agreement ensures there is no obligation of the County to levy taxes to fund the loan, and it remains subject to

County Board appropriation. The agreement is limited to construction phase of the project only, not supporting its ongoing operations.

We remain confident in the financial model of the project, which already includes a construction contingency and price guarantees related to construction.

Staff Recommendation:

Discussion of the Contingent Excess Construction Cost Agreement and forwarding to County Board for Approval.

Attachments:

Contingent Excess Construction Cost Agreement

CONTINGENT EXCESS CONSTRUCTION COST AGREEMENT

This CONTINGENT EXCESS CONSTRUCTION COST AGREEMENT (this "**Agreement**"), dated as of _____, 2025 is agreed to by Kendall County, Illinois ("**County**"), for the benefit of Zion Bancorporation N.A. ("**Trustee**", together with the County, the "**Parties**") on behalf of the holders of the Bonds (as hereinafter defined).

RECITALS:

A. The County has entered into two grant agreements with the State of Illinois (the "**Grant**"), and has approved entering into a Comprehensive Development Agreement (the "**Development Agreement**") with the Fox Fiber, NFP (the "**Issuer**"), for to the development, construction, furnishing, and equipping of a Broadband Network in Kendall County, Illinois and surrounding counties (the "**Network**").

B. In reliance on the execution of the Development Agreement, the Issuer adopted a General Bond Resolution on June 24, 2025, as amended as of the date, (as amended, restated, supplemented or modified from time to time, the "**General Resolution**"), and a Supplemental Bond Resolution adopted by the Issuer as of the date hereof (the "**Supplemental Resolution**" and together with the General Resolution, the "**Resolution**") for the purpose of authorizing the issuance and sale (by Municipal Capital Markets Group, Inc. as the "**Underwriter**") of the Fox Fiber Project Revenue Bonds, Series 2025A (the "**Bonds**") to finance the acquisition, development, construction, furnishing, and equipping a portion of the Network. The Bonds will be secured by a lien on the Issuer's gross revenues from operation of the Network and a security interest in the Network's equipment and fiber optic system. Neither the County, the State of Illinois (the "**State**") nor any political subdivision thereof shall be obligated to pay the principal of or premium of or interest on any Bond, and neither the faith and credit nor the taxing power or any other revenues or funds of the County, the State or any political subdivision thereof is pledged to such payment. The Issuer has no taxing power.

C. The Issuer has engaged Pivot Tech Development, Inc., a Colorado corporation (the "**Manager**") to perform its obligations under to the Development Agreement to design, develop, construct, furnish, equip, manage, operate and maintain the Network, pursuant to a Services Agreement and an Engineering, Procurement, and Construction Agreement, each dated on a date even herewith, between the Issuer and the Manager.

D. The Manager and the Underwriter have each agreed to defer all or a portion of their respective fees in an amount equal to or about $600,000, (the "Deferred Fees") to pay Excess Costs of Work (as defined herein) before the County is required to make any payment hereunder. Any Deferred Fees remaining after termination of this Agreement will be paid or refunded by the Issuer or Trustee proportionally to the Manager and Underwriter pursuant to separate agreement.

E. The County will obtain material benefits from the completion of the Network and has procured the Grant to further the purpose of completing portions of the Network.

F. The construction of the Network subject to this Agreement (the **Work**") is set out in the "MANAGEMEMT DISCUSSION AND ANALYSIS - Completion of the Project" subsection of the Preliminary Limited Offering Memorandum dated July 1, 2025, as supplemented

on _____, 2025, (collectively, the "**PLOM**"), which describes the Work to be financed with the proceeds of the Bonds and the Grant, and such plan of construction will be completed in accordance with various plans, specifications, drawings and construction and equipment procurement approved by the County and the Issuer. As a condition to purchase the Bonds, certain investors have requested the County to execute this Agreement.

NOW, THEREFORE, to induce investors to purchase the Bonds and encourage the completion of the Network, the County agrees as follows:

AGREEMENTS:

1. Recitals.

The recitals set forth above are incorporated herein by reference as if fully set forth in the body of this Agreement.

2. Defined Terms.

Capitalized terms used and not specifically defined herein have the meanings given to such terms in the Development Agreement.

3. County Obligations.

(a) The County hereby agrees to seek appropriation in an amount not to exceed $3,000,000 ("**Maximum Commitment**") for certain costs of Work, not including third-party professional fees, charges, penalties, interest or any other such costs, reasonably required to complete the Work, as set forth in the PLOM (as referenced above) ("**Excess Costs of Work**"), only if funds are not available to pay these costs from Bond proceeds, Grant proceeds, and Deferred Fees, as certified by the Owner's Representative pursuant to subsection (c) below. The County shall be under no obligation to levy any tax to make such payments that would constitute a general obligation or in any way pledge the full faith and credit of the County to make the payments hereunder.

(b) In exchange for any amounts paid by the County hereunder, the County will receive a subordinate note from the Issuer equal to such funds paid by the County to complete the Work, payable within ten (10) years from the date of the subordinate note, at a rate of ten (10%) per annum, which may be repaid by the Issuer to the County from any funds available to the Issuer or from Additional Bonds issued by the Issuer, all pursuant to the Resolution.

(c) Any Excess Costs of Work requested to be paid by the County shall paid only after such requested amount is certified by the Owner's Representative that no Bond proceeds, Grant proceeds or Deferred Fees are available to pay the Excess Costs of Work requested to be paid by the County.

(d) The County's payment obligation hereunder is solely for the Excess Costs of Work if such costs cannot be paid from Bond proceeds, Grant proceeds, and Deferred Fees, and does not include any other fees or costs of the Issuer or the Manager, any other current or future obligation

of the Issuer, including the Bonds, any Additional Bonds, or management fees or other costs of the Manager.

(e) If the Excess Costs of Work exceed the amounts available from Bond proceeds, Grant proceeds, Deferred Fees, and Maximum Commitment, the County shall be under no obligation to provide any further funds hereunder even if the Network cannot be completed without such additional funding.

(f) This Agreement shall not be applicable to any Additional Bonds or future obligations of the Issuer.

4. Termination of Agreement.

This Agreement shall terminate and be of no further force and effect, without further action by the County, upon the earlier to occur of:

(a) The Work, as set forth in the PLOM (as referenced above), has been completed and the Issuer has filed with the Trustee (i) certification that the Network is substantially complete and (ii) an "as built" map of the Work of the Network is approved by the Issuer's board of directors, the Manager, and the Owner's Representative;

(b) The Maximum Commitment has been expended by the County for the Excess Costs of Work; or

(c) The Issuer issues Additional Bonds pursuant to the Resolution.

5. Obligations Unsecured; Cross-Default.

Any funds paid by the County under this Agreement shall be secured under the Resolution as subordinate debt of the Issuer and enforceable pursuant to the terms thereof. A default under this Agreement shall not constitute an Event of Default under the Resolution, and the Trustee shall not be entitled to exercise any rights and remedies under the Resolution and the other Bond Documents against the County or the Issuer.

6. County's Performance.

The County agrees that performance of the obligations hereunder shall not be subject to any counterclaim, set-off, recoupment, abatement, deferment or defense based upon any claim that the County may have against the Trustee, Manager, or the Issuer, and shall remain in full force and effect without regard to, and shall not be released, discharged or affected in any way by any circumstance or other conditions, unless this Agreement is terminated as provided Section 4.

7. Successors and Assigns.

Trustee may assign its rights under this Agreement in whole or in part and, upon any such assignment, all the terms and provisions of this Agreement shall inure to the benefit of such assignee to the extent so assigned. The County may not assign its rights, duties or obligations

under this Agreement, in whole or in part, without Trustee's prior written consent and with the approval of a majority of the Bond holders of the Bonds.

8. Final Agreement.

THIS AGREEMENT REPRESENTS THE FINAL AGREEMENT BETWEEN THE PARTIES WITH RESPECT TO THE SUBJECT MATTER HEREOF AND MAY NOT BE CONTRADICTED BY EVIDENCE OF PRIOR, CONTEMPORANEOUS OR SUBSEQUENT ORAL AGREEMENTS. THERE ARE NO UNWRITTEN ORAL AGREEMENTS BETWEEN THE PARTIES.

9. No General Obligation.

Nothing in this Agreement shall create an obligation of the County, the State or any political subdivision thereof to levy any tax, or that would otherwise constitute a general obligation or in any way pledge the full faith and credit of the County, the State or any political subdivision thereof.

10. Governing Law.

This Agreement shall be governed by and construed in accordance with the substantive law of the State without regard to the application of choice of law principles that would result in the application of the laws of another jurisdiction.

[Signature Page to Follow]

IN WITNESS WHEREOF, the County has executed this Agreement as of the date set forth above.

COUNTY OF KENDALL, ILLINOIS

By: _____
Name: _____
Its: _____

ACKNOWLEDGED BY:

FOX FIBER, NFP,
as Issuer

By: _____
Name: _____
Its: _____

ZION BANCORPORATION N.A.,
as Trustee

By: _____
Name: _____
Its: _____

APPROVED AS TO FORM AND LEGALITY FOR THE USE AND RELIANCE OF THE COUNTY OF KENDALL, ILLINOIS.

[_____], 2025

_____
County Board Charmain
Kendall County, Illinois