

COUNTY OF KENDALL, ILLINOIS
ECONOMIC DEVELOPMENT & ADMINISTRATION COMMITTEE
Meeting Minutes for Wednesday, September 17, 2025, at 5:30 p.m.

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

Roll Call

Attendee	Status	Arrived	Left Meeting
Dan Koukol	Here		
Scott Gengler	Here		
Elizabeth Flowers	Here		
Brooke Shanley		5:45 p.m.	
Seth Wormley	absent		

With three (3) members present a quorum was established.

Staff Present: Christina Burns, Jennifer Breault, Natalia Borowska, Taylor Cosgrove, Brianne Falk, Todd Volker, Roger Bonuchi

Approval of Agenda – Member Gengler made a motion to approve the agenda, second by Member Flowers. **With three (3) members voting aye, the motion was carried by a vote of 3 - 0.**

Approval of Minutes – Member Gengler made a motion to approve the July 16, 2025 Committee Meeting minutes, second by Member Flowers . **With three (3) members voting aye, the motion was carried by a vote of 3 - 0.**

Committee Reports and Updates

A. Animal Control Department Update –

Taylor Cosgrove, Director of Animal Control, directed the committee to the provided packet for reports and updates. She noted that in August, there was a decrease in bite incidents, with three cases classified as dangerous dog determinations. In that month, the department received a total of 87 animal intakes. Overall, there has been an upward trend this year, with a total of 1,311 animal intakes to date. She also reported that the trailer has been delivered to the site for their temporary office, but it has not yet been occupied as they are awaiting the installation of the network connection and ComEd services. She noted that they have some upcoming adoption events scheduled for September and October. Chair Koukol noted that Ms. Cosgrove should work with Facilities to make sure there is plenty of signage for the public.

B. Emergency Management Agency Update –

Roger Bonuchi EMA director updated the committee on EMA’s latest activities, these updates can be found on page 18 of the packet. He noted the last UCP (mobile command) event is coming this next weekend. The state has implemented a new plan for UCP maintenance, which involves bringing the UCP units statewide to a designated diesel maintenance center for inspections. Mr. Bonuchi mentioned that maintenance for their unit is currently conducted by Oswego, whose services are of excellent quality. He expressed confidence that this unit will successfully pass any upcoming inspections. He is also working on grant applications.

C. Revolving Loan Status Update –

Jennifer Breault, Finance and Budget Analyst, guided the committee to page 20 of the packet for the updates on the revolving loan status. Two of the revolving loans are still out of compliance as of this date.

D. Kendall Area Transit Update –

Jennifer Breault, Finance and Budget Analyst and KAT PCOM, directed the committee to page 21 of the packet for the Kendall Area Transit report. KAT provided a total of 30,889 rides, with 52% for seniors, 22% for individuals with disabilities, and 26% for the general public. The number of turnaways has decreased compared to previous years. Additionally, she wishes to acknowledge the outstanding on-time performance rate of 98.6%. Ms. Breault continues to reach out to the townships for funding, so far four of the nine have received approval through the County Board. PCOM is scheduled to meet with the remaining townships in October. A project that KAT is also working on is Adopt-A-Rider fundraising event, this will be a fundraising event patterned after Grundy County Transit (see flyer on page 22). They have had success with this program and is a win-win as it can help with the DOAP grant. A five dollar donation will pay for one round trip ride for a citizen who would otherwise struggle to pay for the services. Chair Koukol graciously donated to the fundraiser tonight and encourages the other board members to do the same.

E. Economic Development Update –

Todd Volker, the Economic Development Coordinator, provided an update to the Committee regarding the Economic Development department, as detailed in his report on page 23 of the packet. October is designated as Manufacturing Month, and a breakfast event is scheduled for October 3, 2025. Additionally, Mr. Volker is organizing a job fair to be held at the Eldamain YMCA; he mentioned that this event has been well-received and has outgrown the previous venue. The Fall 2025 KEDA Factory Tour is also planned. Moving forward, he aims to prioritize the summer internship program to attract greater student participation.

New Committee Business

A. Discussion and Approval of Advertising Policy

The purpose of the advertising policy is to provide guidance to Kendall County on acceptable forms of advertising for the Kendall Area Transit program (KAT) on or inside KAT vehicles, bus shelters, or other assets and media owned by the county for the operation of KAT. This was previously discussed, the policy can be found on page 28 of the packet, the policy was reviewed by the State’s Attorney’s office as suggested by this committee.

Member Shanley made a motion to forward to the County Board meeting, second by Member Gengler. **With four (4) members voting aye, the motion was carried by a vote of 4 - 0.**

B. Discussion and Approval of RFP for Advertisement on Kendall Area Transit Vehicles

The purpose of this agenda item is to solicit Request for Proposals (RFP) for the purpose of advertising on the Kendall Area Transit buses, externally or internally (page 32). The County is requesting proposals from established and well-qualified firms to provide transit advertising services. These transit advertising services shall consist of, but not limited to, selling, placing, administering, and managing commercial revenue generating advertisements mounted in sign racks on the interiors and wrap-style on the exteriors of the KAT bus fleet, owned by Kendall County. This has the potential to be a major source of revenue for Kendall Area Transit. Consensus of the committee is to move forward with the RFP and when a contract is procured to bring it in front of the committee for the approval process.

C. Rabies Citation Discussion

Taylor Cosgrove, Director of Animal Control, explained the purpose of this agenda item. The Animal Control Department is seeking guidance from the committee on the most effective way to address the current issue. Revenue from the sale of animal tags has declined over the last few years; specifically, veterinarians practicing outside the county are not required to sell Kendall County tags, leading to a significant reduction in revenue. The state law only requires that veterinarians within the county supply the rabies tags to public. The state law and county ordinance stipulates that dog owners are required to ensure their pets are current on rabies vaccinations and to acquire the appropriate registration tags with the county. Rabies is a human and animal (zoonotic) public health concern. Non-compliance constitutes a

violation of this ordinance. Currently, enforcement of these violations has been limited, with only the Sheriff's Office or authorized city police officers empowered to issue citations. Ms. Cosgrove is requesting authority for herself and her Animal Control Officer/Kennel Manager to issue citations, aiming to reduce the administrative burden on other departments. Their proposed plan includes calling pet owners directly instead of mailing notices, as previous efforts have been ineffective. The objective is to recover an estimated \$30,000 in lost revenue rather than penalize pet owners with fines. The primary focus is on working collaboratively with owners to achieve compliance, rather than imposing penalties. Presently, the ordinance applies to dogs; future considerations may include extending regulations to cats. The overarching goal is to encourage owners to purchase registration tags without resorting to fines unless absolutely necessary. The consensus is to permit Ms. Cosgrove to draft a formal proposal and consult with the Kendall County State's Attorney's Office regarding this request.

D. Approval of a First Amendment to the Greater Chicagoland Economic Partnership Agreement

County Administrator Christina Burns explained the purpose of this agenda item to the committee (page 61 of packet). Kendall County joined the other CMAP counties (Lake, McHenry, Kane, Will, DuPage, Kendall and Cook) to establish the Greater Chicagoland Economic Partnership (GCEP) focused on regional economic development. World Business Chicago is the operator for this organization. The initial three-year agreement concludes at the end of 2025. While the membership originally intended to enter into a new partnership agreement, it determined that it needed more time to establish priorities and operational model for the next agreement. Therefore, GCEP is seeking a one-year renewal to the agreement with the current services and rates. Staff supports the extension as GCEP has been a valuable business partner and provides high-level economic development resources to Kendall County staff and municipal partners. This allows access to major economic events, collaborative meetings, and World Business research center that provides invaluable data to attract and maintain businesses.

Member Shanley made a motion to forward to the County Board meeting, second by Member Flowers. **With four (4) members voting aye, the motion was carried by a vote of 4 - 0.**

Old Committee Business – None

Chairman's Report – Chair Koukol would like this committee to be kept informed by staff about any monetary funds received, significant developments, or any upcoming meetings that impact the Animal Control, KAT or Economic Development. Mr. Koukol also gave an update on the Workforce Development Board and their goal to help citizens find jobs via kiosks that will be placed in DeKalb, Kendall and Kane counties.

Public Comment - None

Executive Session - None

Action Items for Committee of the Whole - None

Action Items for County Board -

- Approval of Advertising Policy
- Approval of First Amendment to the Greater Chicagoland Economic Partnership Agreement

Adjournment - Member Gengler made a motion to adjourn, second by Member Flowers.

With four (4) members present voting aye; the meeting was adjourned at 6:44 p.m.

Respectfully submitted,
Sally Seeger
Recorder/Administrative Assistant