



# Kane County

## KC Administration Committee

### Meeting Minutes

Government Center  
719 S. Batavia Ave., Bldg. A  
Geneva, IL 60134

KIOUS, Juby, Berman, Davoust, Ford, Gumz, Young, ex-officios Pierog (County Chair) and Tepe (County Vice Chair)

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**Wednesday, May 15, 2024**

**10:30 AM**

**County Board Room**

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**1. Call To Order**

Chairman Kious called the meeting to order at 10:31 AM.

**2. Roll Call**

<b>PRESENT:</b>	Board Member Chris Kious, Board Member Leslie Juby, Dale Berman, Mark Davoust, Ron Ford, Michelle Gumz, David Young, Corinne M. Pierog and Vern Tepe
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Also present: Co. Bd. Members Bates\*, Lewis, Linder\*, Molina\*, Roth, Strathmann; ITD/BLD Exec. Dir. Fahnestock & staff Lasky, Thompson, Braski, Files, Smith, Peters; Chief Judge Villa; Court Admin. O'Brien & staff Mathis; Fin. Exec. Dir. Hopkinson; OEM Dir. Buziecki; KCHD Exec. Dir. Isaacson; and members of the press and public including Jason Dwyer from Wight & Co.

**3. Remote Attendance Requests**

There were no remote attendance requests for today's meeting.

**4. Approval of Minutes: April 10, 2024**

<b>RESULT:</b>	<b>APPROVED BY UNANIMOUS CONSENT</b>
<b>MOVER:</b>	Michelle Gumz

**5. Public Comment (Agenda Items)**

None.

**6. Public Comment (Non-Agenda Items)**

None.

**7. Finance Report**

**A. Monthly Finance Reports**

Chairman Kious stated the monthly financial reports were on file. No additional report was made.

Kious moved to agenda items 10C and 10D for discussion and vote.

**8. Facilities Master Plan Update (Jason Dwyer, Wight & Co.)**

BLD staff Files stated that the presentation today is similar to the one presented at the April Committee of the Whole meeting. She noted that there were two changes made to the Master Plan, which were modifying language and legal technicalities for the land located to the north of the Kane County Judiciary Campus.

Wight & Co. President of Design & Construction, Jason Dwyer, provided the Facilities Master Plan update. He recapped the Master Plan's process over the past year. He reviewed the technical recommendation of Kane County's facilities. Dwyer listed the challenges and priorities of this plan. He noted that this plan is adaptable and long-term and is not permanently set. He provided the Phased Project Implementations over short, mid, and long-term time periods. He noted that the County should continue pursuing legislative change at the Judicial Center Site to allow development flexibility. Dwyer provided a map depicting these projects and their proposed locations. Dwyer and ITD/BLD Exec. Dir. Fahnstock addressed questions and comments from the Committee. Much discussion ensued. (Committee Member Young left at 11:14 a.m.) (Committee Member Young arrived remotely at 11:18 a.m.)

Committee Chairman Kious moved to agenda item 10A for a vote.

**9. Executive Director's Report (R. Fahnstock)**

None.

**10. Building Management (H. Thompson)****A. Adopting the Kane County Facilities Master Plan**

Committee Member Ford motioned to move this resolution forward, Gumz seconded. Motion failed by a 3-4 vote.

Committee Chairman Kious requested that the Administration Committee provide their input on the Facilities Master Plan to ITD/BLD Exec. Dir. Fahnstock before next month's Committee meeting. Further discussion ensued.

Kious returned to the Executive Director's Report.

KC Finance and Budget Committee

<b>RESULT:</b>	<b>MOVED FORWARD BY ROLL CALL VOTE</b>
<b>MOVER:</b>	Ron Ford
<b>SECONDER:</b>	Michelle Gumz
<b>AYE:</b>	Chris Kious, Board Member Berman and Board Member Ford
<b>NAY:</b>	Board Member Juby, Board Member Davoust, Board Member Gumz and Board Member Young

**B. Authorizing a Contract with Family Flooring America for Kane County Flooring Service (BID# 24-021-TK)**

Committee Member Gumz motioned to hold this resolution over to next month's Administration Committee meeting on Wednesday, June 12, 2024, Davoust seconded. Motion carried unanimously by voice vote.

KC Administration Committee

<b>RESULT:</b>	<b>HELD OVER</b>
<b>MOVER:</b>	Michelle Gumz
<b>SECONDER:</b>	Mark Davoust

**C. Authorizing Judicial Facility Construction Funds for General Construction Services with MRRW Construction (BID# 23-032)**

Chief Judge Villa explained that today, May 15, 2024 at 11:00 a.m., the Kane County Bar Association will conduct their annual memorial service for those in the legal community, such as judges and lawyers, who have passed. He noted that the Bar Association has been hosting this service for over 100 years.

Villa introduced the following two resolutions. As Chief Judge, he would like to be a good steward in leadership. He spoke on the 16th Judicial Circuit Court facilities and staff. In his time as Chief Judge, he would like to focus on additional improvements that could be made to the County's judiciary facilities, such as revitalizing the Third Street Courthouse, and continue improving technology at the Judicial Center. Villa explained that the County facilities are like cars, if you maintain them, they will serve you for a long period of time. Unfortunately, the judiciary facilities have lacked basic maintenance on a diligent basis, such as the Third Street Courthouse. This Summer, construction will begin at the Third Street Courthouse upgrading the Juror's Assembly Room, which will include space for trainings and meetings. This will allow the Judiciary to utilize two courtrooms that have not been used in decades. Additionally, the lighting in the courthouse will be improved. Villa explained that the Kane County Diagnostic Center (KCDC) will be provided two restrooms within their internal office space. He stated that the Sixteenth Judicial Circuit Court received a grant from the Administrative Office of the Illinois Courts (AOIC) of approximately \$106M. This grant will be utilized for improvements at the Judicial Center and Third Street Courthouse for access to justice, recording in the courtrooms, and proper video/audio. Villa thanked Building Management (BLD) and Information Technologies (ITD) Executive Director and staff on their leadership and guidance on these projects. ITD/BLD Exec. Dir. Fahnestock provided additional construction needs of these projects. BLD staff Braski addressed questions and comments from the Committee.

Committee Member Gumz motioned to move the following two resolutions forward, Berman seconded. Motion carried unanimously by roll call vote.

Committee Chairman Kious moved back to the Facilities Master Plan Update.

KC Finance and Budget Committee

<b>RESULT:</b>	<b>MOVED FORWARD BY ROLL CALL VOTE</b>
<b>TO:</b>	KC Finance and Budget Committee
<b>MOVER:</b>	Michelle Gumz
<b>SECONDER:</b>	Dale Berman
<b>AYE:</b>	Chris Kious, Board Member Juby, Board Member Berman, Board Member Ford, Board Member Gumz and Board Member Young
<b>AWAY:</b>	Board Member Davoust

- D. Authorizing MRRW Construction Services for the Judicial Technology Modernization ARPA Project (BID# 23-032)

KC Finance and Budget Committee

<b>RESULT:</b>	<b>MOVED FORWARD BY ROLL CALL VOTE</b>
<b>TO:</b>	KC Finance and Budget Committee
<b>MOVER:</b>	Michelle Gumz
<b>SECONDER:</b>	Dale Berman
<b>AYE:</b>	Chris Kious, Board Member Juby, Board Member Berman, Board Member Ford, Board Member Gumz and Board Member Young
<b>AWAY:</b>	Board Member Davoust

- E. Authorizing the Kane County Board Chair to Work with the State's Attorney's Office to Draft a Letter of Intent and a Purchase Agreement for a Building in Aurora, Illinois

Chairman Kious moved agenda items 10E and 10F to after the Executive Session.

After Executive Session, Committee Member Gumz motioned to move the following two resolutions forward. Motion failed due to lack of second.

<b>RESULT:</b>	<b>TABLED</b>
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- F. Authorizing the Kane County Board Chair to Work with the State's Attorney's Office to Draft a Letter of Intent and a Purchase Agreement for a Building in Elgin, Illinois

<b>RESULT:</b>	<b>TABLED</b>
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- G. Authorizing a Pay Adjustment for Equity within a Pay Grade for a Promotion in the Building Management Department

KC Finance and Budget Committee

<b>RESULT:</b>	<b>MOVED FORWARD BY ROLL CALL VOTE</b>
<b>TO:</b>	KC Finance and Budget Committee
<b>MOVER:</b>	Michelle Gumz
<b>SECONDER:</b>	Dale Berman
<b>AYE:</b>	Chris Kious, Board Member Juby, Board Member Berman, Board Member Davoust, Board Member Ford and Board Member Gumz
<b>ABSENT:</b>	Board Member Young

11. **Information Technology (C. Lasky)**

- A. Authorizing an Agreement with DocuSign Inc. for Electronic Signature Software and Services

KC Finance and Budget Committee

<b>RESULT:</b>	<b>MOVED FORWARD BY ROLL CALL VOTE</b>
<b>TO:</b>	KC Finance and Budget Committee
<b>MOVER:</b>	Ron Ford
<b>SECONDER:</b>	Dale Berman
<b>AYE:</b>	Chris Kious, Board Member Juby, Board Member Berman, Board Member Davoust, Board Member Ford and Board Member Gumz
<b>ABSENT:</b>	Board Member Young

**B. Authorizing Job Title and Pay Grade Changes for the Information Technologies Department**

KC Finance and Budget Committee

<b>RESULT:</b>	<b>MOVED FORWARD BY ROLL CALL VOTE</b>
<b>TO:</b>	KC Finance and Budget Committee
<b>MOVER:</b>	Mark Davoust
<b>SECONDER:</b>	Ron Ford
<b>AYE:</b>	Chris Kious, Board Member Juby, Board Member Berman, Board Member Davoust, Board Member Ford and Board Member Gumz
<b>ABSENT:</b>	Board Member Young

**C. Authorizing Purchase of Technology Product Solutions and Related Services for the Information Technologies Department with Carahsoft Technology Corporation Through Omnia Partners (Contract# 23-6692-01)**

KC Finance and Budget Committee

<b>RESULT:</b>	<b>MOVED FORWARD BY ROLL CALL VOTE</b>
<b>TO:</b>	KC Finance and Budget Committee
<b>MOVER:</b>	Dale Berman
<b>SECONDER:</b>	Mark Davoust
<b>AYE:</b>	Chris Kious, Board Member Juby, Board Member Berman, Board Member Davoust, Board Member Ford and Board Member Gumz
<b>ABSENT:</b>	Board Member Young

**12. Mill Creek SSA (R. Fahnestock)**

None.

**13. Vehicles**

- A.** Authorizing the Purchase of Two Vehicles for the Office of Emergency Management

OEM Dir. Buziecki provided additional information on this resolution.

KC Judicial/Public Safety Committee

<b>RESULT:</b>	<b>MOVED FORWARD BY ROLL CALL VOTE</b>
<b>TO:</b>	KC Judicial/Public Safety Committee
<b>MOVER:</b>	Michelle Gumz
<b>SECONDER:</b>	Dale Berman
<b>AYE:</b>	Chris Kious, Board Member Juby, Board Member Berman, Board Member Davoust, Board Member Ford and Board Member Gumz
<b>ABSENT:</b>	Board Member Young

**14. New Business**

- A.** Presentation/Discussion: Property Usage Request

OEM Dir. Buziecki introduced the Property Usage Request. The request is to reserve the parking lots of the Kane County Judicial Center on September 14, 2024 from 8:00 a.m. to 3:00 p.m. for a Touch-a-Truck (Emergency Response Vehicles) and Preparedness Event. Buziecki shared that Chief Judge Villa approved this event request. The Committee approved this request.

Committee ex-officio Tepe commended the Building Management Department (BLD) on their diligent maintenance work on County facilities over the past few years. He noted that the financial aspects of maintaining these buildings need to be mentioned during the budget process.

**15. Old Business**

None.

**16. Reports Placed On File**

<b>RESULT:</b>	<b>APPROVED BY UNANIMOUS CONSENT</b>
<b>MOVER:</b>	Mark Davoust

**17. Executive Session**

The Administration Committee moved into Executive Session at 11:52 a.m. to discuss the purchase or lease of real property for the use of the public body on a motion made by Berman, seconded Davoust. Motion carried unanimously by roll call vote.

The Committee returned to Open Session at 12:30 p.m. on a motion made by Ford, seconded by Davoust. Motion carried unanimously by roll call vote.

Chairman Kious moved to agenda items 10E and 10F for discussion and vote.

**18. Adjournment**

<b>RESULT:</b>	<b>APPROVED BY VOICE VOTE</b>
<b>MOVER:</b>	Ron Ford
<b>SECONDER:</b>	Mark Davoust

This meeting was adjourned at 12:31 PM.

Savannah Valdez

Sr. Recording Secretary