



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)

Wednesday, June 12, 2024

10:30 AM

County Board Room

1. Call To Order

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

2. Roll Call

PRESENT:	Board Member Chris Kious, Board Member Leslie Juby, Dale Berman, Ron Ford, Corinne M. Pierog and Vern Tepe
REMOTE:	Michelle Gumz
ABSENT:	Mark Davoust and David Young

Also present: Co. Bd. Members Allan*, Bates*, Linder*, Molina*; ITD/BLD Exec. Dir. Fahnestock & staff Lasky, Thompson, Braski, Roff, Clark, Kash, Meyer; KCAC Admin. Youngsteadt*; Spec. ASA Shepro; and members of the press and public.

3. Remote Attendance Requests

Chairman Kious announced the remote attendance requests for today's meeting. He asked the Committee if there were any objections to Committee Member Gumz attending today's meeting remotely. There were no objections.

4. Approval of Minutes: May 15, 2024

RESULT:	APPROVED BY UNANIMOUS CONSENT
MOVER:	Vern Tepe

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.

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

ITD/BLD Exec. Dir. Fahnestock stated that the County and Wight & Co. have continued to work together to make some updates to the Facilities Master Plan. (Committee Member Ford arrived in-person at 10:33 a.m.) He explained that the updated plan will be presented at the July Administration Committee meeting for consideration. He noted that most of the changes made to the plan were in response to County Board feedback. Going forward, the plan will now contain various sites and options that the County has.

9. Executive Director's Report (R. Fahnestock)

ITD/BLD Exec. Dir. Fahnestock provided his monthly update. He presented the Information Technologies Department (ITD) and Building Management Department's (BLD) mid-year report. He reviewed the two departments' mission statements. He listed the BLD's goals and objectives, such as maintaining the buildings and facilities with preventative and scheduled maintenance and maintaining and improving ASA and safety buildings and facilities. He spoke on the numerous HVAC projects that are needed in order to maintain the County's facilities' integrity. Fahnestock listed the ITD's goals and objectives, such as maintaining and updating network infrastructure, telephones, and security systems and to reinitiate the Kane County Fiber Optic leasing program. He stressed the importance of the ITD's large budget in order to support many different areas and departments around the County. Fahnestock reviewed the ITD/BLD project methodology. This methodology involves initiation, planning, execution, monitor and control, and closing. Fahnestock provided the County's Capital Project list. In total, the anticipated cost of all the capital projects is approximately \$9.4M. He noted that many of these projects will be reimbursed by the American Rescue Plan Act funding. He reviewed the ITD Management Activities. He listed the projects that are in the initiation and planning phase and those that in the execution or closing phase. (Madam Chairman Pierog arrived at 10:51 a.m.) Fahnestock provided the mid-year expenses for ITD/BLD, such as identifying line items that are over 50%, figuring out the reasons for overages, timing, or increased expense, and continue to monitor for the third and fourth quarters while controlling expenses. He shared the ITD Budget Performance (50%) Report. He reviewed the year-end expense projections. The expected expense year-end projection is 90% or \$497,715 of the allotted budget spent. Fahnestock shared a table depicting the ITD expended annual budget. He addressed questions and comments from the Committee. Discussion ensued.

Fahnestock shared the BLD's Budget Performance (50%) Report. He reviewed the mid-year expenses over 50% expended. The FY2024 total expense mid-year budget is 52% expended. The expected expense for the year-end projection is 100% or \$0 under budget. Fahnestock reviewed the major factors that have affected the allotted annual budget. He listed the budget items that BLD will monitor for the third and fourth quarter. He shared a table depicting the BLD expended annual budget. He asked the Committee if this report is beneficial to see where the department's budget is mid-year. The Committee commended this mid-year report.

10. Building Management (H. Thompson)

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

This item was tabled due to reconsiderations.

RESULT:	TABLED
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- B.** Authorizing a Contract for Kane County Building Management Professional Carpet Cleaning Services with Tiles in Style DBA TAZA (BID# 24-034-KK)

KC Finance and Budget Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Finance and Budget Committee
MOVER:	Ron Ford
SECONDER:	Leslie Juby
AYE:	Chris Kious, Board Member Juby, Board Member Berman, Board Member Ford and Board Member Gumz
ABSENT:	Board Member Davoust and Board Member Young
AWAY:	Ex-Officio County Board Vice Chair Tepe

- C.** Authorizing Janitorial Services for Kane County Facilities with Eco Clean Maintenance, Inc. (BID# 24-038-TS)

KC Finance and Budget Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Finance and Budget Committee
MOVER:	Ron Ford
SECONDER:	Michelle Gumz
AYE:	Chris Kious, Board Member Juby, Board Member Berman, Board Member Ford and Board Member Gumz
ABSENT:	Board Member Davoust and Board Member Young
AWAY:	Ex-Officio County Board Vice Chair Tepe

- D. Authorizing a Contract Extension for Kane County Pest Control Services with Chem-Wise Pest Management (BID# 36-020)
(Committee Member Juby left at 11:27 a.m.)

KC Finance and Budget Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Finance and Budget Committee
MOVER:	Ron Ford
SECONDER:	Michelle Gumz
AYE:	Chris Kious, Board Member Berman, Board Member Ford, Board Member Gumz and Ex-Officio County Board Vice Chair Tepe
ABSENT:	Board Member Juby, Board Member Davoust and Board Member Young

- E. Authorizing Additional Funds from FY2024 Budget for Kane County Annual Roof Inspection, Repair, and Replacement Services with Weatherguard Roofing Company (BID# 23-054)

KC Finance and Budget Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Finance and Budget Committee
MOVER:	Dale Berman
SECONDER:	Ron Ford
AYE:	Chris Kious, Board Member Berman, Board Member Ford, Board Member Gumz and Ex-Officio County Board Vice Chair Tepe
ABSENT:	Board Member Juby, Board Member Davoust and Board Member Young

F. Authorizing Updated Capital Projects from the Capital Fund

KC Finance and Budget Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Finance and Budget Committee
MOVER:	Ron Ford
SECONDER:	Dale Berman
AYE:	Chris Kious, Board Member Berman, Board Member Ford, Board Member Gumz and Ex-Officio County Board Vice Chair Tepe
ABSENT:	Board Member Juby, Board Member Davoust and Board Member Young

11. Information Technology (C. Lasky)**A. Authorizing a 24-Month Agreement with Vetro, Inc. for Vetro Fibermap Operator Enterprise for the Kane County Information Technologies Department**

KC Finance and Budget Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Finance and Budget Committee
MOVER:	Michelle Gumz
SECONDER:	Ron Ford
AYE:	Chris Kious, Board Member Berman, Board Member Ford, Board Member Gumz and Ex-Officio County Board Vice Chair Tepe
ABSENT:	Board Member Juby, Board Member Davoust and Board Member Young

12. Mill Creek SSA (R. Fahnestock)

- A.** Authorizing Additional Funds from FY2024 Budget for Mill Creek SSA Brush Pick-Up Services with Trees "R" Us (BID# 02-020)

KC Finance and Budget Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Finance and Budget Committee
MOVER:	Dale Berman
SECONDER:	Ron Ford
AYE:	Chris Kious, Board Member Berman, Board Member Ford, Board Member Gumz and Ex-Officio County Board Vice Chair Tepe
ABSENT:	Board Member Juby, Board Member Davoust and Board Member Young

- B.** Authorizing Additional Funds from FY2024 Mill Creek SSA Budget for Kane County Mill Creek SSA Engineering Firm Services with Hampton, Lenzini and Renwick, Inc. (HLR) (RFP# 23-016)

ITD/BLD Exec. Dir. Fahnestock provided additional information on this resolution.

KC Finance and Budget Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Finance and Budget Committee
MOVER:	Ron Ford
SECONDER:	Michelle Gumz
AYE:	Chris Kious, Board Member Berman, Board Member Ford, Board Member Gumz and Ex-Officio County Board Vice Chair Tepe
ABSENT:	Board Member Juby, Board Member Davoust and Board Member Young

13. Vehicles

- A. Approving the Purchase of a Replacement Vehicle for the Kane County Sheriff's Office

KC Judicial/Public Safety Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Judicial/Public Safety Committee
MOVER:	Dale Berman
SECONDER:	Ron Ford
AYE:	Chris Kious, Board Member Berman, Board Member Ford, Board Member Gumz and Ex-Officio County Board Vice Chair Tepe
ABSENT:	Board Member Juby, Board Member Davoust and Board Member Young

14. New Business

- A. Goals and Objectives for FY2025

Chairman Kious introduced the discussion on goals and objectives for FY2025. ITD/BLD Fahnestock handed out a document that listed the goals and objectives for the Kane County Information Technologies and Building Management Departments. Madam Chairman Pierog stated that these goals and objectives were for budget purposes and not individual departments'. She asked the Committee to come up with a two-sentence paragraph stating these. Kious stated that an e-mail pertaining the Administration Committee's goals and objectives would be sent to the County Board Office.

15. Old Business

None.

16. Reports Placed On File

RESULT:	APPROVED BY UNANIMOUS CONSENT
MOVER:	Dale Berman

17. Executive Session (if needed)

None.

18. Adjournment

RESULT:	APPROVED BY VOICE VOTE
MOVER:	Dale Berman
SECONDER:	Ron Ford

This meeting was adjourned at 11:40 AM.

Savannah Valdez
Recording Secretary