



Kane County

KC Administration Committee

Meeting Minutes

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

KIOUS, Juby, Arroyo, Berman, Garcia, Gumz, Young, ex-officios Roth (County Vice Chair)
and Pierog (County Chair)

Wednesday, September 10, 2025

10:30 AM

County Board Room

1. Call To Order

Chairman Kious called the meeting to order at 10:30 AM.

2. Roll Call

PRESENT:	Board Member Chris Kious, Board Member Leslie Juby, Alex Arroyo, Sonia Garcia, Michelle Gumz and Bill Roth
ABSENT:	Dale Berman, David Young and Corinne M. Pierog

Also present: Co. Bd. Members Allan, Gripe, Lewis, Linder, Penesis*, Strathmann*; ITD/BLD Exec. Dir. Fahnestock & staff Harris, Lasky, Lebo, Roff, Clark, Smith, Peters; KCAC Admin. Youngsteadt*; Special ASA Shepro; and members of the press and public.

3. Remote Attendance Requests

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

Committee Member Berman did not attend today's meeting.

4. Approval of Minutes: August 15, 2025

RESULT:	APPROVED BY UNANIMOUS CONSENT
MOVER:	Michelle Gumz

5. Public Comment

None.

6. Finance Report

A. Monthly Finance Reports

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

7. Executive Director's Report (R. Fahnestock)**A. Budget Report**

ITD/BLD Exec. Dir. Fahnestock reviewed the updates to the FY2026 Budget. He has continued to work on the Information Technologies Department's (ITD) and the Building Management Department's FY2026 Budget with the Finance Department, such as finalizing the Capital Budget based on the guidance received by the County Board. With the understanding that the County would not be providing new revenue to the Capital Budget, he believes that there is sufficient money from the residual of FY2025 to cover this year's projects and necessary projects in FY2026. He explained that the revenue would be from the cash-on-hand in the Capital Fund balance to cover the projects. He noted that the updated Capital Plan would be presented at a later Administration Committee meeting. He explained that the majority of the capital projects have been approved by the County Board on September 9, 2025. Fahnestock stated that all changes have been made to the operating budgets for ITD, BLD, and the Geographic Information Systems Department (GIS) in alignment with the guidance put forth by the County Board. He will continue to work with the Finance Department to ensure no additional changes need to be made. Lastly, Fahnestock reported that the Regional Office of Education's (ROE) lease contract has been added back into the BLD's FY2026 Budget.

Chairman Kiouss reminded the Committee that a list of the capital projects was included in last month's Administration Committee's agenda packet.

Fahnestock explained that at the end of FY2025, projections are made for the last three months on where the departments are going to be at financially. These amounts are added into the County's finance system, which shows the year-end spend of all of the capital projects. Fahnestock stated that the remainder of funds are budgeted for FY2026 due to projects still needing to be finished. He explained that the departments are focused on budgeting for the remainder of the projects, along with the American Rescue Plan Act (ARPA) funded projects.

8. Building Management (K. Harris)**A. Authorizing Additional Funds with Facilities Survey, LLC. (FSI) for the Building Management Department's Work Order Software Module for Project Management**

BLD Dir. Harris introduced this resolution. He explained that this resolution is for an additional module that the Building Management Department (BLD) already utilizes. He stated that BLD currently uses Facilities Survey, LLC (FSI) for the computerized maintenance management software system. He explained that the work order software module will be used for drawings. Currently, several hours a week are spent searching for project drawings in various places around the County. This module would centralize all the drawings and would help with safety. Harris added that the drawings will include the locations of fire extinguishers, water shut-off valves, fire alarms, and mechanical system safety

issues. All of this will allow BLD to respond to matters quicker when issues arise, help with developing projects, and help productivity as a team. Harris stated that this module will cost \$8K per year with one-time fees for installations, setup, et cetera. Harris addressed questions and comments from the Committee.

KC Executive Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Executive Committee
MOVER:	Alex Arroyo
SECONDER:	Michelle Gumz
AYE:	Chris Kious, Board Member Juby, Board Member Arroyo, Board Member Garcia and Board Member Gumz
ABSENT:	Board Member Berman, Board Member Young and Ex-Officio County Board Chair Pierog

B. Authorizing a Contract for Building Management Flooring & Carpeting Services with TSI Commercial Floor Covering, Inc. & Angstrom LLC (BID# 25-029-DH)

BLD Dir. Harris introduced this resolution. He stated that is a typical contract when and if services are needed, the department can utilize them. He added that the County does not have to spend the allocated funds, if not needed. He explained that the County has several flooring issues, such as tripping hazards, throughout the County and this contract would allow the Department to utilize flooring and parts and fix issues as needed. Harris and ITS/BLD Exec. Dir. Fahnestock addressed questions and comments from the Committee. Discussion ensued.

KC Executive Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Executive Committee
MOVER:	Michelle Gumz
SECONDER:	Alex Arroyo
AYE:	Chris Kious, Board Member Juby, Board Member Arroyo, Board Member Garcia and Board Member Gumz
ABSENT:	Board Member Berman, Board Member Young and Ex-Officio County Board Chair Pierog

- C. Authorizing a Contract Extension for a Water Operator for the Judicial Center Campus with Sheaffer and Roland of Geneva, IL (RFQ# 56-024)

BLD Dir. Harris introduced this resolution. He stated that this resolution is for a contract extension of \$21K. He explained that Sheaffer and Roland have done a lot of the water work across the County. He stated that staff wishes to extend this contract so they can continue and finish the work they are doing for the County.

KC Executive Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Executive Committee
MOVER:	Michelle Gumz
SECONDER:	Alex Arroyo
AYE:	Chris Kious, Board Member Juby, Board Member Arroyo, Board Member Garcia and Board Member Gumz
ABSENT:	Board Member Berman, Board Member Young and Ex-Officio County Board Chair Pierog

9. Information Technologies (C. Lasky)

- A. Authorizing a Lease Extension for Dark Fiber with Metro Fibernet, LLC for the Information Technologies Department

ITD CIO Lasky introduced this resolution. He stated that the resolution is for the renewal of the County's fiber lease. He explained that the County owns the fiber to several locations. However, the Third Street Courthouse and the Government Campus are on Geneva's fiber network. Lasky explained that MetroNet provides the County with a secondary option for backup in order to keep critical services running in these locations. He added that this is a budgeted expense and a three-year renewal. Lasky addressed questions and comments from the Committee.

KC Executive Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Executive Committee
MOVER:	Michelle Gumz
SECONDER:	Alex Arroyo
AYE:	Chris Kious, Board Member Juby, Board Member Arroyo, Board Member Garcia and Board Member Gumz
ABSENT:	Board Member Berman, Board Member Young and Ex-Officio County Board Chair Pierog

10. Geographic Information Systems (K. Lebo)**A. Authorizing an Agreement for Cadastral Support Services**

GIS Dir. Lebo introduced this resolution. He stated that this resolution is for a contract with The Sidwell Company for training and data conversion to support one of the mandated functions of maintaining the cadastral tax database. This is a one-year contract, with the ability to extend it for an additional two years. Lebo stated that the software being used to draw tax parcels will be out-of-date and unsupported. Therefore, the Geographic Information Systems Department (GIS) will need to migrate to the new software.

KC Executive Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Executive Committee
MOVER:	Michelle Gumz
SECONDER:	Alex Arroyo
AYE:	Chris Kious, Board Member Juby, Board Member Arroyo, Board Member Garcia and Board Member Gumz
ABSENT:	Board Member Berman, Board Member Young and Ex-Officio County Board Chair Pierog

11. Mill Creek SSA (R. Fahnestock)

None.

12. Vehicles

None.

13. New Business

None.

14. Old Business

Committee Ex-Officio Roth explained that a few months ago the Administration Committee reviewed a list of all the County properties that could potentially be sold. He sought out an update on the changes that needed to be made to the list.

ITD/BLD Exec. Dir. Fahnestock stated that the information gathered to draft the property list was done so by the County's cadastral property information system ran by Supervisor of Assessments Armstrong and utilized by the Geographic Information Systems Department (GIS). Much discussion ensued. Committee Ex-Officio Roth requested that an updated list be provided at next month's Administration Committee meeting to include the identification of possible properties that could sold due to not

having a dedicated purpose for the County. Committee Member Gumz requested that at next month's meeting, an unnamed company would be allowed to present their interests in purchasing County property. Further discussion ensued.

PRESENT:	Board Member Chris Kious, Board Member Leslie Juby, Alex Arroyo, Sonia Garcia, Michelle Gumz, Bill Roth and Corinne M. Pierog
ABSENT:	Dale Berman and David Young

15. Executive Session (if needed)

The Committee entered into an Executive Session at 10:56 a.m. to discuss the purchase and/or lease of real property on a motion made by Gumz, Arroyo seconded. Motion carried unanimously by roll call vote.

The Committee returned to Open Session at 11:11 a.m. on a motion made by Gumz, Arroyo seconded. Motion carried unanimously by voice vote.

After returning to Open Session, Chairman Kious introduced the discussion on a resolution for the Grainger contract that was passed by the Administration Committee and the Executive Committee, but failed at the County Board meeting. He requested that all prudent information be gathered at the committee level regarding resolutions, in order to have it to present for the County Board, which will help ensure resolutions are approved.

Committee Member Juby stated that at the September County Board meeting, there was ample interest in departments spot checking prices, instead of directly utilizing a co-op. (Madam Chairman Pierog arrived in-person at 11:12 a.m.) This will ensure that the County is receiving the best price. Much discussion ensued.

ITD/BLD Exec. Dir. Fahnestock stated that the Master Intergovernmental Purchasing Cooperative with OMNIA was approved by the County Board over a decade ago. He explained that OMNIA has a nationwide group of people that represent each cooperative that utilizes a lead agency to put out a bid or Request for Proposal (RFP) for certain services and/or items. He noted that in the cooperative under OMNIA it is stated that they use the State of Illinois and local procurement information of their partners. He added that the State of Illinois Chief of Procurement Office states that OMNIA is a valid procurement mechanism for the State of Illinois. Fahnestock explained that the County's Finance and Purchasing Departments have authorized several cooperative agreements that were bid this exact way. He spoke on the Grainger contract resolution and the bids received. He added that OMNIA is a cooperative the County actively participates in. Due to the benefits with OMNIA, he stated that the departments would like to use it as a purchasing mechanism. He stated that any project or item that is close to \$10K or over, staff receives at least three quotes. Due to getting better pricing on larger ticketed items, these types of things do not go through the cooperative. The majority of things being purchased through the cooperative are under \$500. Fahnestock stated that individual purchases under \$10K is considered a micro-purchase. However, if the County needs to purchase 100 items at \$30.00 a piece, which equates to \$30K, he questioned whether these would be

considered micro-purchases, separate/individual purchases that were made for a particular problem, or is it a group of purchases that could have gone out for bid. Fahnestock spoke on the bid process through the County's Purchasing Department, which is exactly what is done through the OMNIA Purchase Agreement. He questioned if the County would receive enough attention on their bids to make it competitive and if large companies, such as Lowe's, Home Depot, and Grainger, would even respond. He explained that the County entered into this over ten years ago through the Finance and Purchasing Departments to participate in the Master Intergovernmental Cooperative Purchasing Agreement. With that said, he stated that the department will take these items out to bid to ensure the County receives the best price. He spoke on the other cooperatives that the County participates in and the difficulties of utilizing small companies to complete large projects, such as carpeting. He mentioned that he understands the direction of the County Board, but he finds it important for everyone to understand the history of how this was established. He stated that he will continue to work with the State's Attorney's Office (SAO) on how to address these matters. Fahnestock addressed questions and comments from the Committee. Much discussion ensued. (Committee Member Gumz left at 11:30 a.m.)

RESULT:	APPROVED BY ROLL CALL VOTE
AYE:	Chris Kious, Board Member Juby, Board Member Arroyo, Board Member Garcia and Board Member Gumz
ABSENT:	Board Member Berman and Board Member Young

16. Reports Placed On File

RESULT:	APPROVED BY UNANIMOUS CONSENT
MOVER:	Sonia Garcia

17. Adjournment

RESULT:	APPROVED BY VOICE VOTE
MOVER:	Alex Arroyo
SECONDER:	Sonia Garcia

This meeting was adjourned at 11:42 AM.

Savannah Zgobica
Sr. Recording Secretary