



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)

Friday, August 15, 2025

1:00 PM

County Board Room

*****SPECIAL MEETING*****

1. Call To Order

Chairman Kious called the meeting to order at 1:10 PM.

2. Roll Call

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

Also present: Co. Bd. Members Allan, Molina*, Penesis*; ITD/BLD Exec. Dir. Fahnestock & staff Lasky, Harris, Walker, Passaglia, Lasky, Chidester*, Clark, Peters; Dev. Dir. VanKerkhoff; SAO Chief of Civil Frank*; 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 Members Berman, Garcia, and Gumz attending today's meeting remotely. There were no objections.

4. Approval of Minutes: July 8, 2025

RESULT:	APPROVED BY UNANIMOUS CONSENT
MOVER:	Alex Arroyo

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.

Kious asked the Committee to move ahead to the Building Management and Mill

Creek Special Service Area (MCSSA) resolutions. The Committee agreed.

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

A. ITD/BLD/GIS FY2026 Budget Presentation

ITD/BLD Exec. Dir. Fahnestock stated that today's FY2026 Budget presentation is similar to the last presentation given last month. He noted that the changes to the budget will be highlighted. He explained that he has been working with other departments, in order to come up with budget cuts and a plan under the original guidance of matching the FY2024 Actual Budget.

Fahnestock shared the ITD/BLD's organizational chart. He stated that the Building Management Department (BLD) had a vacancy within the Print Shop and chose not to fill it, which has lessened the staff count from 52 to 51. He explained that the department is working on internalizing Mill Creek and adding it into the Administration group. He spoke on the difficulties faced with Mill Creek Special Service Area (MCSSA) only having one Maintenance Coordinator to oversee everything. He reviewed the ITD Budget highlights from 2024 to 2026. He stated that most of the presented numbers were focused on the FY2024 Actual Budget. He noted that staff will be making additional changes to reflect the FY2025 Budget. Fahnestock stated that revenue has increased 24% from FY2024 and salaries and wages were 4% less than FY2024. Additionally, Contractual Services have decreased by 11% and Commodities have decreased by 13% from FY2024. Lastly, there is an overall decrease of 6% in expenses and a 24% increase in revenues. The net amount is \$538,568 less than 2024, or 14%. Fahnestock shared two tables that depicted the Information Technologies Department's (ITD) revenue line items. He stated that the largest revenue source coming in from Special Funds is the County Highway Fund and County Health Fund. He explained that ITD CFO Lasky was recently working on updating the transfer from the County Health Fund. He stated that there is approximately a 15% to 20% increase in revenues. Fahnestock spoke on ITD's expenses. He addressed the Personnel Services. He stated that Personnel Services are were decreased by 4% over FY2024. He explained that the department is continuing to look into personnel, benefits, contractual services, and commodities to reduce expenses. He noted that the overall net is 14% less for revenue and expenses than FY2024.

Fahnestock reviewed the BLD Budget highlights from FY2024 to FY2026. He stated that revenue and salaries and wages have neither increased or decreased since FY2024. Additionally, the Contractual Services have decreased by 8% and commodities have decreased by 10% from FY2024. Lastly, the overall expense amount of \$564,822 is 7% less than FY2024, and there has not been an increase or a decrease to the overall revenue. The net amount is \$564,822 less than 2024, or 7%. He highlighted Personnel Services - Salaries and Wages totals. He noted that the elimination of the Copy Center Analyst position has been included in today's totals. He stated that BLD's FY2026 Submitted Budget for Salaries and Wages is \$2,977,870, which is a 0% increase from FY2024. Fahnestock provided an overview of the FY2026 Budget

process. He stated that the budgets are under review and are a work in progress. He has met with the Finance and Budget Working Group to identify program and service cuts, reallocation of expenses to Special Revenue Funds, if applicable. Additionally, he has been looking into the Capital Budget to review and reconsider American Rescue Plan Act (ARPA) and 2025 projects, and will review submissions for capital requests. Fahnestock explained that the plan would be to bring the Capital Plan and the FY2026 Budget to the Administration Committee meeting. During the presentation, he will present two plans. The first being the continuation and completion of the FY2025 projects and ARPA projects, not expecting a contribution to the Capital Fund. The second plan would be accepting \$2M in Capital for new projects. Fahnestock explained that BLD will be updating their five-year plan to reflect both plans. He shared a budget comparison from FY2024 Amended to the FY2026 Submitted Budget. He commended staff for their work at looking at the budget and making adjustments and cuts that would affect the County's General Fund Budget. Fahnestock explained that the latest budget cuts were the elimination of the Copy Center Analyst position in BLD, reduction in Account 52110: Building Repairs, reduction in Account 63010: Utilities - Electric, and a reduction in Account 60160: Cleaning Supplies, which totaled \$153,687 in additional cuts to meet the goal for County Departments. He noted that elimination of the Copy Center Analyst could result in delayed responses and a possible increase in contractual services for printing.

Fahnestock spoke on the GIS Budget highlights from FY2024 to FY2026. He stated that revenue has increased by 27% and salaries and wages have increased by 20% from FY2024. He noted that the majority of the revenue increase is due to a fee increase and additional property moving through the Recorder's Office. He stated that Salaries and Wages are 20% more than FY2024, due to shifting expenses from ITD over to GIS for things that are legitimate incurred expenses. Some of these expenses are from positions acquired from other departments. Fahnestock explained that Contractual Services have decreased by 31% from FY2024. He stated that commodities increased by 83%, due to the inclusion of the hardware/software (HW/SW) non-capital. Additionally, Capital increased by 552% from FY2024, due to shifting the Software License line item to Capital. The overall expenses and revenues have increased by 27%, which is balanced at \$489,802. Fahnestock reviewed the GIS budget reports. He spoke on the increase to the GIS fees. He stated that the increase to the fees was based on the amount of work put in and comparables from surrounding counties. He spoke on Account 52130 - Repairs and Maintenance - Computers. He explained that this account was reduced and eliminated. However, it was added to Accounts 60060 and 60070 - Computer Software - Non-Capital and Computer Hardware - Non-Capital. Fahnestock spoke on the transfers made to the County's General Fund.

Fahnestock explained that these departments are still seeking direction from the County Board and are continuing to work with the Finance Department to make any additional budget cuts. He is still trying to focus on the operating expenses

and protect current staff. Fahnestock addressed questions and comments from the Committee. Much discussion ensued on the removal of the Regional Office of Education's (ROE) lease. (Committee Member Young left at 2:11 p.m.) The Committee provided direction to draft a resolution that would adjust the budget to reflect ROE's lease for next month's Committee meeting.

The Committee moved forward to agenda item 12.

8. Building Management (K. Harris)

- A.** Authorizing Purchase of First Aid, Emergency Medical, and Athletic Trainer Supplies and Equipment with AED Service America (PF Wellness Consultants) for the Building Management Department (Contract# 704-23)

BLD Dir. Harris introduced this resolution. He stated that the resolution is to purchase necessary equipment to maintain all Automated External Defibrillators (AEDs) throughout the County with batteries, Narcan, defibrillator pads, et cetera, to make sure they are operational. He noted that this is a not-to-exceed contract. He explained that this contract is through a group purchasing organization, Buy Board, that will provide the County with a 10% discount. Harris 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
NAY:	Board Member Young
ABSENT:	Board Member Berman

- B.** Authorizing Updated Capital Projects from the Capital Fund

(Madam Chairman Pierog arrived in-person at 1:16 p.m.)

BLD Dir. Harris introduced this resolution. He explained that there is no change to the Capital Budget. However, the department has been reprioritizing and has found some efficiencies. Referencing page 114, Harris stated that the changes to the Capital Projects list are highlighted. There are two main priority projects: the failed plumbing at the Kane County Adult Corrections Facility and the replacement of courtroom chambers' HVAC system. Harris stated that approving this updated list will allow the Building Management Department (BLD) to repair the systems until funds are available to replace them.
ITD/BLD Exec. Dir. Fahnestock added that there is a resolution on today's

agenda for furniture for the Development Department that is included in the list of new Capital.

KC Executive Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Executive Committee
MOVER:	Leslie Juby
SECONDER:	Sonia Garcia
AYE:	Chris Kious, Board Member Juby, Board Member Arroyo, Board Member Garcia, Board Member Gumz and Board Member Young
ABSENT:	Board Member Berman

- C. Authorizing the Building Management Department to Purchase Furniture, Installation, and Related Services for the Development Department with the HON Company, LLC (Contract# R240117)

Committee Member Young voiced his discernment with Co-Op agreements. Discussion ensued.

ITD/BLD Exec. Dir. Fahnestock explained that located in today's agenda packet is a financial breakdown of the cost proposal on page 122.

KC Executive Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Executive Committee
MOVER:	Alex Arroyo
SECONDER:	Sonia Garcia
AYE:	Chris Kious, Board Member Juby, Board Member Arroyo, Board Member Garcia and Board Member Gumz
NAY:	Board Member Young
ABSENT:	Board Member Berman

- D. Authorizing Purchase of Maintenance, Repair and Operations (MRO) Supplies, Equipment, and Related Products and Services from Grainger for the Building Management Department (Contract# R240808)

BLD Dir. Harris introduced this resolution. He stated that this resolution pertains to a contract with Grainger. He explained that the Building Management Department (BLD) is requesting a \$200K not-to-exceed contract. He noted that this contract will provide the County with discounts ranging between 5% to 32%

depending on the category. He stated these categories include items, such as HVAC and Refrigerations, sealant safety, and electrical components. He explained that when this is the cheapest option, the department uses it, but if it is not, they find others. He stated that this is a great opportunity for the County, but they are not bound to utilizing it. Harris addressed questions and comments from the Committee. Discussion ensued.

KC Executive Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Executive Committee
MOVER:	Alex Arroyo
SECONDER:	Leslie Juby
AYE:	Chris Kious, Board Member Juby, Board Member Arroyo, Board Member Garcia and Board Member Gumz
NAY:	Board Member Young
ABSENT:	Board Member Berman

9. Information Technologies (C. Lasky)

None.

10. Geographic Information Systems (K. Lebo)

None.

11. Mill Creek SSA (R. Fahnestock)

- A.** Authorizing a Contract Extension for the Mill Creek SSA Holiday Lights & Décor Services with It's a Wonderful Light (BID# 22-029)

Committee Ex-Officio Roth questioned the administration cost to the County. ITD/BLD Exec. Dir. Fahnestock explained that within the Mill Creek Special Service Area (MCSSA) Budget, there is administrative overhead for the work the County does on their behalf. He stated that the County handles the procurement and works with the Purchasing Department. This is due to the SSA following the same procurement process as the County. Fahnestock stated that this is in front of the Committee because the contract is multi-year and this is the first year of the three year extension. Discussion ensued.

KC Executive Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Executive Committee
MOVER:	Leslie Juby
SECONDER:	Michelle Gumz
AYE:	Chris Kious, Board Member Juby, Board Member Arroyo, Board Member Garcia, Board Member Gumz and Board Member Young
ABSENT:	Board Member Berman

- B.** Authorizing Additional Funds from the Mill Creek SSA Budget for the Mill Creek SSA Landscape Maintenance Services Program (Tree Related Services) with Langton Group (BID# 24-025-TK)

ITD/BLD Exec. Dir. Fahnestock introduced this resolution. He explained that the original contract was \$160K. This resolution is requesting an increase of \$40K due to additional tree and landscaping work that is needed. Fahnestock explained that this was requested by the Special Service Area (SSA) Advisory body due to the need for additional landscape maintenance. He stated that this went out to bid and was awarded to Langton Group. 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:	Leslie Juby
SECONDER:	Alex Arroyo
AYE:	Chris Kious, Board Member Juby, Board Member Arroyo, Board Member Garcia, Board Member Gumz and Board Member Young
ABSENT:	Board Member Berman

- C.** Authorizing Additional Funds from the Mill Creek SSA Budget for Trades, Labor, Materials, and Related Services for Sidewalk Trip Hazard Removal with Precision Concrete Cutting, Inc. for the Mill Creek Special Service Area (TIPS Contract# 23010402)

ITD/BLD Exec. Dir. Fahnestock explained that the Mill Creek Special Service Area (MCSSA) utilizes this contract to cut/grind the trip hazards, which are sidewalk edges, throughout the neighborhood. The program had an initial amount of \$30K. However, it costs approximately \$75 to \$150 to cut/grind each trip hazard and the MCSSA has approximately 1K properties that are in need of this service. Fahnestock explained that the SSA is responsible in maintaining

their sidewalks. Additionally, the County holds general liability for the SSA's sidewalks. Fahnestock stated that the SSA has been working with Precision Concrete Cutting, Inc. and is looking to increase the expense cost to \$80K to address any trip hazards before any further incidents or claims are received.

KC Executive Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Executive Committee
MOVER:	Michelle Gumz
SECONDER:	Alex Arroyo
AYE:	Chris Kiou, Board Member Juby, Board Member Arroyo, Board Member Garcia, Board Member Gumz and Board Member Young
ABSENT:	Board Member Berman

The Committee moved back to the ITD/BLD/GIS FY2026 Budget presentation.

12. Vehicles

None.

13. New Business

None.

14. Old Business

None.

15. Reports Placed On File

RESULT:	APPROVED BY UNANIMOUS CONSENT
MOVER:	Alex Arroyo

16. Executive Session (if needed)

None.

17. Adjournment

RESULT:	APPROVED BY VOICE VOTE
MOVER:	Alex Arroyo
SECONDER:	Michelle Gumz

This meeting was adjourned at 2:19 PM.

Savannah Zgobica

Sr. Recording Secretary