



Kane County

KC County Development Committee

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

Meeting Minutes

WILLIAMS, Berman, Arroyo, Daugherty, Garcia, Iqbal, Linder & ex-officios Tepe (Transportation Chair), Lenert (Forest Preserve President), Roth (County Vice Chair) and Pierog (County Chair)

Tuesday, May 20, 2025

10:30 AM

County Board Room

1. Call To Order

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

2. Roll Call

PRESENT	Board Member Rick Williams Board Member Alex Arroyo Board Member Dale Berman Board Member Mo Iqbal Board Member Michael Linder Ex-Officio (Forest Preserve President) Bill Lenert Ex-Officio County Board Vice Chair Bill Roth
REMOTE	Board Member Gary Daugherty
ABSENT	Board Member Sonia Garcia Ex-Officio (Transportation Chairman) Vern Tepe Ex-Officio County Board Chair Corinne M. Pierog

Also present: Co. Bd. Members Allan*, Gripe, Juby*, Kious, Molina*, Penesis*; Dev. Dir. VanKerkhoff & staff Mall; Environ. & Water Res. Dir. Wollnik & staff Orlik; OCR Asst. Dir. Beck*; KDOT Deputy Dir. Rickert; ITD staff Kash; and members of the press and public.

3. Remote Attendance Requests

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

4. Approval of Minutes: April 15, 2025

RESULT:	APPROVED BY UNANIMOUS CONSENT
MOVER:	Bill Roth

5. Public Comment

None.

6. Monthly Financials**A. Monthly Finance Reports**

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

7. Building & Zoning Division**A. Building & Zoning Report**

Dev. Dir. VanKerkhoff stated the monthly Building and Zoning Report was on file. For the Building Report, he explained that the division is fully staffed and has remained busy with spring permits. For the Zoning Report, he stated that there are no zoning petitions. He thanked the State's Attorney's Office (SAO) for conducting a training with the Zoning Board of Appeals (ZBA). He appreciates the SAO for their support and ZBA members for their interest in the training.

B. Zoning Petitions

None.

8. Property Code Enforcement Division**A. Monthly Report**

Property Code Enforcement Officer Mall stated the monthly report was on file. He reported that April was a busy month for staff. There were 57 new cases, which brought the caseload to 72. Mall stated that an email was sent to the County Board containing the Monthly Case Report that provides more detail pertaining to the cases.

9. Planning & Special Projects**A. Monthly Report**

Dev. Dir. VanKerkhoff stated the monthly Planning and Special Projects Report was on file. He expressed staff's excitement about the progress of starting construction on the five new canoe/kayak launch sites along the Fox River. He noted that the County is close to obtaining all the permits for construction to start.

10. Subdivision**A. PUD Adjustment Mill Creek J-9**

Environ. Mgmt. Tech. Orlik presented the Mill Creek - Minor Adjustment for Neighborhood J, Lot 9 located at 0S147 North Mathewson Lane, Blackberry Township. The Minor Adjustment Request is for a reduction to the rear yard setback for a pool and pool deck. Orlik provided aerial photographs depicting the location and layout of the property. She noted that this property has a high percentage of impervious area. She reviewed the Minor Adjustment site plan. (Committee Member Arroyo arrived in-person at 10:34 a.m) The plan would include a eight foot set back for the pool and deck. Portions of the front walks

will be removed and replaced with pervious paver bricks to ensure the site is below 40% impervious. Orlik reviewed staff's findings and recommendations. Overall, staff recommends approval of this Minor Adjustment Request. Orlik addressed questions and comments from the Committee. Discussion ensued.

RESULT:	APPROVED BY ROLL CALL VOTE
MOVER:	Michael Linder
SECONDER:	Dale Berman
AYE:	Rick Williams, Alex Arroyo, Dale Berman, Gary Daugherty, Mo Iqbal, Michael Linder, and Bill Lenert
ABSENT:	Sonia Garcia, Vern Tepe, and Corinne M. Pierog

11. Environmental Resources

None.

12. Water Resources

None.

13. Office of Community Reinvestment

- A.** Authorizing Amendment to Intergovernmental Agreement with the City of St. Charles for Actions Related to Management of the St. Charles Housing Trust Fund

OCR Asst. Dir. Beck introduced this resolution. He provided additional information. Dev. Dir. VanKerkhoff and Beck addressed questions and comments from the Committee.

KC Finance and Budget Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Finance and Budget Committee
MOVER:	Michael Linder
SECONDER:	Alex Arroyo
AYE:	Rick Williams, Alex Arroyo, Dale Berman, Gary Daugherty, Mo Iqbal, Michael Linder, and Bill Lenert
ABSENT:	Sonia Garcia, Vern Tepe, and Corinne M. Pierog

B. Update & Discussion: Office of Community Reinvestment - Community Development Division

Dev. Dir. VanKerkhoff introduced the Update and Discussion of the Office of Community Reinvestment - Community Development Division. He announced that OCR Asst. Dir. Beck has resigned from the County with his last day being June 4, 2025. Beck has served the County for 15 years. VanKerkhoff explained that Beck has been working with staff to help with the transition of duties and responsibilities. He thanked Beck for his service. He provided a brief professional history of Beck. Discussion ensued.

VanKerkhoff explained that he has been working with Madam Chairman Pierog, Committee Chairman Williams, and the Human Resource Management Department (HRM) on an alternative plan for the Community Development Division of the Office of Community Reinvestment (OCR). The plan would address how the division would be reorganized and absorbed into other County departments. VanKerkhoff stated that while all the programs within the Community Development Division are funded by federal funding and grants, a number of them were started by the County's Development Department. He explained that plans have been discussed to bring some of these programs back under the purview of the Development Department, as well as, some programs being overseen by the Kane County Health Department (KCHD). He noted that a resolution will be drafted to address these changes. With the Committee's consensus, VanKerkhoff would move forward with HRM and others to have a proposed resolution included on the June 4, 2025 Executive Committee meeting agenda. Discussion ensued.

The Committee provided consensus for a resolution to be developed addressing the reorganization changes of Community Development programs and presented to the Executive Committee on June 4, 2025.

14. New Business

A. Development and Community Services Department 2025 Overview and Mandates

Dev. Dir. VanKerkhoff explained that himself and Environ. and Water Res. Dir. Wollnik will be providing an overview of their departments and a summary of mandates. He presented the Overview and Mandates for the Development and Community Services Department. He stated that the Development and Community Services Department provide primary support for the County's Development Committee, Agriculture Committee, and the Jobs Committee. There is also programs and staff that contribute to the Energy and Environmental Committee. VanKerkhoff provided a list of the department's mandated programs, such as building permits and Economic Development. He shared the department's current organizational chart. He provided a General Fund Summary. The Development Department has been consistently in the positive with the annual budget. The General Fund Budget for FY2025 is projected to be \$926,368.00 in the positive. VanKerkhoff shared the department's other fund summaries, such as the Farmland Protection and

Growing for Kane. He provided a list of funding that the department has received over the last five years. He noted that there are over \$8M in current grants and American Rescue Plan Act (ARPA) funded projects over the next two years. VanKerkhoff addressed questions and comments from the Committee. Discussion ensued.

B. Environmental & Water Resources Overview and Mandates

Environ. & Water Res. Dir Wollnik provided an Overview and Mandates for the Environmental and Water Resources Department. She explained that her department reports to four different County Board Committees: Development Committee, Energy and Environmental Committee, Administration Committee, and Agriculture Committee. She noted that the Development Committee is the Departments primary reporting committee. Wollnik listed the numerous mandates the department is responsible for, such as Wetland Regulations, Stormwater Management, and Recycling and Waste Recovery. She presented the department's current organizational chart. She noted that her department is divided into three sub-departments: Water Resources, Environmental, and Subdivision. She shared a graph that depicted the department's salary increases over the past ten years. The department's salaries did not increase between 2014 and 2023 due to the elimination of the Assistant Director position and part-time administrator that offset the cost-of-living increases. Wollnik spoke on the department's revenues and how staff salaries are supported. She reviewed the cost savings that the work of the Sustainability Sub-Department has done for the County's General Fund. She provided a graph depicting the department's General Fund contracts and commodities. From 2014 to 2024, the departments budget and expenses have decreased by 30%. A lot of the savings was due to the elimination of employee mileage reimbursement. Wollnik spoke on the history of the 650 Enterprise Surcharge Fund. She explained that this fund was created with revenue from Tipping Fees from Settler's Hill Landfill. She stated that Illinois Pollution Control Act 45 restricts the use of the funds to long-term monitoring and maintenance of Settler's Hill, inspection, enforcement, and other activities in accordance with the Solid Waste Disposal Act or for other environment-related purposes. She explained that Waste Management is conducting Closed Landfill Care and maintenance during the Closed Landfill Care period of 20 years. Once the Post-Closure period is complete, Kane County will be fully responsible for landfill in perpetuity. Wollnik explained that the Kane County Board reduced the 650 Fund minimum balance to \$3M to free up funds for the construction of the Cross County Course. She noted that these funds are critical to support environmental issues following the Closed Landfill Care Period. She recommended a resolution be drafted increasing the minimum fund balance to \$4M to ensure sufficient funds are available post-closure. By maintaining the fund balance in 650, the department will be able to use the interest earned on the fund to pay for salaries, contractual services, and commodities for mandated Recycling and Waste Recovery programs, which reduces the department's budget in the County's General Fund. Wollnik addressed questions and comments from the Committee. Much discussion ensued. (Committee Member Berman left at 11:01 a.m.)

C. Discussion for Increasing Specific Permit Fees

Chairman Williams introduced the Increasing Specific Permit Fees Discussion. He explained that in 2018 a fee study was conducted and in 2019 there was an increase to fees. Since then, there has not been any additional increases. Williams explained that the Consumer Price Index (CPI) has increased drastically in the last six years. He stated that discussions have been had on increasing permit fees to capture the CPI amount from the last six years. He explained that an email was sent to the State's Attorney's Office (SAO) for an opinion on this matter. It was unclear if the County could raise the fees based on the CPI or would need a new rate study. Williams stated that the Development Department and Environmental and Water Resources Department are doing a good job at holding their budget. The County will continue to have their financial issues, but he does not see how cutting revenue positive department's budget would make much sense.

Dev. Dir. VanKerkhoff stated that given the financial situation of the County's General Fund, himself and Wollnik would welcome any direction on the increase of fees. The previous increase netted positive revenue in 2019. VanKerkhoff explained that the increase was studied to evaluate the fees versus the actual cost of the departments providing services. In most cases, staff is working to recover costs and to keep permits affordable. VanKerkhoff agreed that looking into a CPI increase without conducting another fee study would be reasonable. The SAO did render an opinion that building permit fees, which is the majority of the revenue, could be increased and explained to the community at large. VanKerkhoff sought consensus from the Committee to move forward on potentially raising permit fees on the CPI increase or conduct a fee study.

Environ. & Water Res. Dir. Wollnik stated that there is a difference between how the building fees are looked at versus the Stormwater fees and how it is regulated under the Stormwater Ordinance. She explained that her department's fees cannot be charged any additional amount between the actual staff cost and the cost of the permit. She noted that there are gaps in the Stormwater permit fees and that these should be looked at again. VanKerkhoff and Wollnik addressed questions and comments from the Committee. Much discussion ensued.

The Committee provided a consensus to develop a fee summary and the potential of an increase.

15. Reports Placed On File

RESULT:	APPROVED BY UNANIMOUS CONSENT
MOVER:	Bill Roth

16. Executive Session (if needed)

None.

17. Adjournment

RESULT:	APPROVED BY VOICE VOTE
MOVER:	Bill Roth
SECONDER:	Alex Arroyo

This meeting was adjourned at 11:25 AM.

Savannah Zgobica
Sr. Recording Secretary