



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, July 9, 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, Bill Roth and Corinne M. Pierog
ABSENT:	Dale Berman and David Young

Also present: Co. Bd. Members Allan, Molina*, Penesis*, Strathmann*; ITD/BLD Exec. Dir. Fahnestock & staff Harris, Lasky, Roff, Clark, Smith, Kash; SAO staff Hunt*, Ford; Auditor Wegman; KCAC Admin. Youngsteadt*; and members of the press and public.

3. Remote Attendance Requests

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

4. Approval of Minutes: June 11, 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)

ITD/BLD Exec. Dir. Fahnestock provided the 2026 Submitted Budget for the Information Technologies Department (ITD), Building Management Department (BLD), and the Geographic Information System (GIS) Department. He noted that this presentation was emailed to all County Board members. (Committee Member Arroyo arrived in-person at 10:33 a.m.) He stated that the financial information shared today is

a snapshot of ITD, BLD, and GIS's submitted budget. He noted that they are still working on additional items for the Special Funds, such as the Mill Creek Special Service Area (MCSSA) and the Capital Fund. He explained that he will be working with the Finance Department to figure out the 2025 year-end balance capital projects, in order to budget for FY2026. Fahnestock explained that the County's Financial Policy require the County to budget for projects for FY2026, or submit an Emergency Purchase Affidavit (EPA) to make an amendment to the budget. He stated that he is trying to work on the correct projections for Capital to try to avoid an EPA. Fahnestock explained that today's presentation will review the operating FY2026 Budget for ITD, BLD, and GIS. He reviewed ITD/BLD's mission statement. He listed the 2025 Committee Goals. He reviewed BLD/ITD Goals and Objectives. The majority of these are to maintain and support the existing infrastructure, buildings, and offices. Fahnestock stated it is important to understand that BLD and ITD are supporting departments. They support all other County departments and offices. There is a centralized function for ITD where they support the courts, public safety, State's Attorney's Office, Treasurer's Office, et. cetera. Fahnestock explained that the majority of County offices utilize ITD and BLD. He stated that many of the operational costs presented are outbound expenses that support other departments/offices, such as tech support staff, maintenance technicians, and software and support for all applications and databases. He asked the Committee to keep in mind that when reviewing ITD's and BLD's FY2026 Budget and making cuts it will not only affect ITD/BLD, but the other County departments/offices. Fahnestock explained that the ITD/BLD budget is looked at in three ways: support and maintain the County's assets, use existing infrastructure more effectively, and looking into new ideas and considerations. He noted that very rarely does the budget stretch to the new ideas. Fahnestock shared the ITD/BLD organizational chart. He stated that changes will be made between the departments that fall into the Special Revenue Fund and General Fund. He explained that if there are salaries, benefits, and costs attributed to a Special Revenue Fund, the General Fund expense would then move to the Special Revenue, such as MCSSA. Regarding GIS, Fahnestock stated that he is working with staff to identify prorated salaries that could potentially be covered by the GIS Fund. He noted that this change will make a difference in the department's bottom line. He explained that he has been working collaboratively with the Finance Department and Human Resource Management (HRM) Department to figure out the best budget for the County departments that are funded by the General Fund to present to the County Board. He presented the ITD FY2026 Budget. He explained the contents of the report that make up the budget. He spoke on the reduction of staffing levels and shifting payroll into a special fund that would reduce the overall benefit costs. He noted that the overall costs for salaries and wages and overtime have decreased. He explained that the Contractual Services expenses have had larger cuts made. In FY2025, Contractual Services expenses were \$1,064,904.00. For FY2026, the submitted budget is \$808,704.00. Fahnestock spoke on the countywide expenses. He stated that the countywide expenses cover a lot of the software contracts and the Judicial Public Safety case management system. He noted that this expense will increase 5% for FY2026, which could be an increase of \$100,000. (Madam Chairman Pierog arrived in-person at 10:46 a.m.). Fahnestock stated that the overall commodities expense was decreased by 13%. Overall, the ITD's FY2026 Budget is down 9%. He explained that the net difference from \$5.24M in

FY2025 to \$4.76M in FY2026, is approximately a \$500K decrease. He stated that he will continue to work with the Finance Department to find other ways to decrease the budget. Fahnestock and ITD CIO Lasky addressed questions and comments from the Committee. Much discussion ensued on additional budget cuts and the County's fiber optics network leasing program.

Fahnestock presented the FY2026 BLD Budget. He described the contents within the report that make up the budget. He stated that the salaries, wages, and overtime have decreased by 2%. He noted that overtime has been increased due to the need for projects being completed after operating hours. He explained that some of the budget cuts are due to realignment of expenses into other Special Revenue funds and looking into established positions and functions of the department. He addressed the Contractual Services expenses. He stated that the largest expense is the repairs and maintenance on buildings. In FY2025, the contractual costs for these repairs and maintenance was \$1,488,858.00. The FY2026 Submitted Budget is \$1,485,000.00. Fahnestock explained that BLD has gained additional work when they are performing other projects around the County, which needs to be categorized as a capital expense versus and operational expense. He stated that the Repairs and Maintenance for vehicles has been cut due to the Sheriff's Office helping in maintaining the County vehicles. He noted that money will be returned to the County's General Fund because of the Sheriff's help. He explained that there will be an increase to General Printing and a reduction to Employee Training. Fahnestock spoke on the reduction in utilities. He explained that as the County saves by using solar energy. A lot of those savings are affective by increased rates or the rates for the energy the County is consuming. He noted that the bottom line for electric has remained the same. He explained that he has been speaking with the Finance Department on the cost of utilities. He stated that if this line item is cut to save money, but the utility invoices exceed the budgeted amount, then the County needs to do a budget adjustment to cover the bills. If the County plans to cut utility funding for the 27 County buildings, then they need to prepare a contingency in case of this issue occurring. Fahnestock spoke on the efficiency measures that have and could be taken to save on utility costs. Overall, the BLD's FY2026 commodities expenses are 6% less from FY2025. He noted that financial changes are being made to the Submitted FY2026 Budget daily and will continue to find additional cost savings. Fahnestock, Lasky and BLD Dir. Harris addressed questions and comments from the Committee. Much discussion ensued on energy efficiency, cost savings, and special revenue funds.

Fahnestock presented the FY2026 GIS Budget. He noted that the GIS Budget is a Special Revenue Fund. Regarding revenue, he explained that a fee study was done and it increased the revenue enough that fund balance will not need to be used to balance the budget. Subsequently, adjustments have been made to prorate some administrative compensation from GIS and the Development Department into the GIS Fund. This will help lessen the burden on the County's General Fund and will move expenses to the GIS Fund. There is approximately \$50K to \$100K that will be moved from the General Fund to the GIS Fund. Additionally, GIS has moved Repairs and Maintenance - Computers to the Computer Software License Cost. Fahnestock stated that the cost for the GIS software will be increasing. He explained that the cost is rising

substantially and they are considering other options. The major change to the GIS Budget is to the Salaries and Wages line item. Fahnestock stated that the GIS Department's expenses have increased 16% from last year due to the switching of compensation and salaries and the increase of the GIS software. Fahnestock addressed questions and comments from the Committee. Discussion ensued.

Lastly, Fahnestock stated that this submitted FY2026 Budget is a work in progress. He shared the overview of the FY2026 Budget for the ITD, BLD, and GIS. He explained that he will continue to work with the Finance Department and the Finance Committee Working Group to review programs and services cuts, reallocate expenses to Special Revenue, if applicable, and review the Capital budget and requests. Currently, the FY2026 submitted Budget for BLD was decreased by 5%, and ITD decreased by 9%, with an overall decrease of 7% for both departments from FY2025 to FY2026. Fahnestock addressed questions and comments from the Committee. Discussion ensued.

8. Building Management (K. Harris)

- A. Authorizing a Contract Extension for Kane County Generator Maintenance Services for the Building Management Department with Midwest Power Industry Incorporated (BID# 23-046)

BLD Dir. Harris introduced this resolution. He stated that the County has had success with Midwest Power Industry, Inc. He explained that the generators protect critical equipment, such as life-safety systems, HVAC systems, and some Information Technology systems. He stated that Midwest Power Industry, Inc. completes the work that County staff cannot do, such as preventative maintenance and repairs of all generator systems across 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 and Board Member Young

- B. Authorizing a Contract for Kane County Building Management Department Flooring Improvement Project with Artlow Systems (BID# 25-024-TL)
(Madam Chairman Pierog left at 11:48 a.m.)

BLD Dir. Harris introduced this resolution. He stated that M/M Peters Construction, Inc. attends to the County's concrete work, such as sidewalks, curbing, and ADA modifications. He noted that the resolution is a contract

extension for another cycle.

KC Executive Committee

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	KC Executive Committee
MOVER:	Michelle Gumz
SECONDER:	Sonia Garcia
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 with M/M Peters Construction, Inc. for Kane County Concrete Services for the Building Management Department and the Mill Creek Special Service Area (BID# 23-041)

BLD Dir. Harris introduced this resolution. He explained that the flooring project is being done at the County's Circuit Clerk's Election Office. He noted that the flooring is dusty and has been creating a health hazard and needs to be replaced.

BLD Program Mgr. Smith explained that the flooring is located in the Elections Warehouse at the Kane Branch Court. He stated that the flooring is in bad shape. The plan is to grind the floor and reseal it. Once completed, the election equipment will be protected. ITD/BLD Exec. Dir. Fahnestock added that this project will be funded by the County Clerk's Office and will not come from the County's General Fund. Smith 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:	Sonia Garcia
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

- D.** Authorizing Purchase of Office Furniture, Furnishings, and Services for the Kane County Building Management Department with Tayco Office Furnishings, Inc. (Contract# 240301)

BLD Dir. Harris introduced this resolution. He stated that this resolution pertains to a project at the Kane Branch Court where office space is being created for the State's Attorney's Office (SAO). This resolution would approve the purchase of office furniture for this space.

BLD Program Mgr. Smith explained that the project is the SAO's build-out at the Circuit Clerk's Office for their Diversion Team and Human Trafficking Division. He described the location of the new office space. He explained that part of the funding for this project will come from the Capital Fund and the other portion will be funded by a grant that was obtained by the SAO. ITD/BLD Exec. Dir. Fahnestock and Smith addressed questions and comments from the Committee. Discussion ensued.

Chairman Kious stated that the Resolution's executive summary will be replaced due to a scrivener's error. Further discussion ensued on the contract time frame and amount.

Committee Member Juby motioned to amend this resolution to have the NOW, THEREFORE, BE IT RESOLVED clause state, "NOW THEREFORE, BE IT RESOLVED by the Kane County Board that the Kane County Building Management Department is hereby authorized to purchase furniture, furnishings, and services through TIP's Tayco Office Furnishings, Inc. with Lan Office Furnishings as the reseller Contract No. 240301 for a sum not-to-exceed of One Hundred Thousand Dollars (\$100,000) for a one twelve (12) month period, Gumz seconded. Discussion ensued. Motion carried unanimously by roll call vote.

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)

None.

10. Geographic Information Systems (K. Lebo)

None.

11. Mill Creek SSA (R. Fahnestock)

ITD/BLD Exec. Dir. Fahnestock announced that Mill Creek Special Service Area (MCSSA) Coordinator, Bill Meyer, has retired. He stated that he has been working with MCSSA to reallocate responsibilities and is reworking how the Mill Creek service runs. He explained that all the responsibilities have been reassigned, but they are still trying to lock in staff that will cover the daily duties.

12. Vehicles

None.

13. New Business

None.

14. Old Business

None.

15. Reports Placed On File

RESULT:	APPROVED BY UNANIMOUS CONSENT
MOVER:	Michelle Gumz

16. Executive Session

The Administration Committee entered into an Executive Session at 12:27 p.m. to discuss the release of closed session minutes, purchase and/or lease of real property, and security of buildings on a motion made by Gumz, Juby seconded. Motion carried unanimously by roll call vote.

RESULT:	APPROVED BY ROLL CALL VOTE
MOVER:	Michelle Gumz
SECONDER:	Leslie Juby
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

A. Release of Closed Session Minutes

17. Open Session

The Committee returned to Open Session at 12:50 p.m. on a motion made by Arroyo, Gumz seconded. Motion carried unanimously by voice vote.

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

A. Vote on Release of Closed Session Minutes

Chairman Kious asked for a motion and a second to approve the release of closed session minutes as recommended by the State's Attorney's Office (SAO) and as reflected in Exhibit A.

RESULT:	APPROVED BY ROLL CALL VOTE
MOVER:	Michelle Gumz
SECONDER:	Sonia Garcia
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

18. Adjournment

RESULT:	APPROVED BY VOICE VOTE
MOVER:	Alex Arroyo
SECONDER:	Leslie Juby

This meeting was adjourned at 12:51 PM.

Savannah Zgobica
Sr. Recording Secretary