



# DU PAGE COUNTY

## Finance Committee

### Summary

421 N. COUNTY FARM ROAD  
WHEATON, IL 60187  
www.dupagecounty.gov

**Tuesday, January 23, 2024**

**8:00 AM**

**County Board Room**

**1. CALL TO ORDER**

8:00 AM meeting was called to order by Chair Chaplin at 8:00 AM.

A motion was made by Member Childress and seconded by Member Yoo to allow for remote participation. Upon a voice vote, the motion passed.

**2. ROLL CALL**

|                |  |
|----------------|--|
| <b>PRESENT</b> | Chaplin, Childress, Cronin Cahill, Eckhoff, Evans, Galassi, Garcia, Gustin, Krajewski, LaPlante, Ozog, Rutledge, Schwarze, Tornatore, Yoo, and Zay |
| <b>ABSENT</b>  | Covert   |
| <b>REMOTE</b>  | DeSart   |

Member LaPlante arrived at 8:04 AM, and Member Cahill arrived at 8:05 AM.

**3. PUBLIC COMMENT**

No public comments were offered.

**4. CHAIRWOMAN'S REMARKS - CHAIR CHAPLIN**

Chair Chaplin provided an update on the work that the Ad Hoc Committee for Housing Solutions has been doing since their last meeting at the end of 2023. Staff has been engaging in regular meetings with our partners including the City of Chicago and Mecklenburg County in North Carolina. Staff is also working closely with our consulting partners from Grounded Solutions Network and Up For Growth, alongside with our local collaborators such as the DuPage Federation on Human Services Reform and the DuPage Mayors and Managers Conference. Staff has been conducting a weekly analysis with Up For Growth, delving into data pertaining to buildings and housing specific to DuPage County. This analysis helps with understanding the current challenges and opportunities for attaining housing in our region. The Ad Hoc Committee for Housing Solutions anticipates to meet again on Tuesday, March 12th.

**5. APPROVAL OF MINUTES**

**5.A. [24-0308](#)**

Finance Committee - Regular Meeting - Tuesday, January 9, 2024

|                  |                 |
|------------------|-----------------|
| <b>RESULT:</b>   | APPROVED        |
| <b>MOVER:</b>    | Brian Krajewski |
| <b>SECONDER:</b> | Paula Garcia    |

|                |   |
|----------------|---|
| <b>AYES:</b>   | Chaplin, Childress, Eckhoff, Evans, Galassi, Garcia, Gustin, Krajewski, Ozog, Rutledge, Schwarze, Tornatore, Yoo, and Zay |
| <b>ABSENT:</b> | Covert, Cronin Cahill, and LaPlante   |
| <b>REMOTE:</b> | DeSart  |

## 6. BUDGET TRANSFERS

### 6.A. [24-0412](#)

Transfer of funds from 1100-4320-50080 (salary & wage adjustments) to 1100-4320-51000 (benefit payments), in the amount of \$601, to cover termed employee vacation payout for Fiscal Year 2023. (Recorder's Office)

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|------------------|---|
| <b>RESULT:</b>   | APPROVED  |
| <b>MOVER:</b>    | Paula Garcia  |
| <b>SECONDER:</b> | Brian Krajewski   |
| <b>AYES:</b>     | Chaplin, Childress, Eckhoff, Evans, Galassi, Garcia, Gustin, Krajewski, LaPlante, Ozog, Rutledge, Schwarze, Tornatore, Yoo, and Zay |
| <b>ABSENT:</b>   | Covert, and Cronin Cahill   |
| <b>REMOTE:</b>   | DeSart  |

### 6.B. [24-0413](#)

Transfer of funds from 6000-1195-53828 (contingencies) to 6000-1161-54120-4100 (automotive equipment-Coroner), in the amount of \$201, to cover the final FY23 invoice for the Coroner vehicles.

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|------------------|--------------|
| <b>RESULT:</b>   | APPROVED     |
| <b>MOVER:</b>    | Patty Gustin |
| <b>SECONDER:</b> | Yeena Yoo    |

### 6.C. [24-0414](#)

Transfer of funds from 1100-1215-50080 (salary & wage adjustments) to 1100-1215-51000 (benefit payments), in the amount of \$1,000, to realign ARPA FY23 for Benefit Payments due to vacation and time sold at year end.

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|------------------|--------------|
| <b>RESULT:</b>   | APPROVED     |
| <b>MOVER:</b>    | Paula Garcia |
| <b>SECONDER:</b> | Kari Galassi |

6.D. [24-0421](#)

Budget transfers for various departments pertaining to tuition reimbursement, in the amount of \$13,689, to move FY23 budget for tuition reimbursement. (Human Resources)

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|------------------|--------------|
| <b>RESULT:</b>   | APPROVED     |
| <b>MOVER:</b>    | Paula Garcia |
| <b>SECONDER:</b> | Kari Galassi |

6.E. [24-0422](#)

Budget transfers for various departments pertaining to flexible benefit earnings, in the amount of \$70,039, to cover flexible benefit earnings expenses within the various departments currently budgeted within General Fund Insurance for Fiscal Year 2023.

|                  |                 |
|------------------|-----------------|
| <b>RESULT:</b>   | APPROVED        |
| <b>MOVER:</b>    | Brian Krajewski |
| <b>SECONDER:</b> | Patty Gustin    |

6.F. [24-0423](#)

Budget transfers for various departments pertaining to employee medical & hospital insurance, in the amount of \$5,188,582, to cover medical & hospital insurance expenses within the various departments currently budgeted within General Fund Insurance for Fiscal Year 2023.

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|------------------|-----------------|
| <b>RESULT:</b>   | APPROVED        |
| <b>MOVER:</b>    | Brian Krajewski |
| <b>SECONDER:</b> | Patty Gustin    |

6.G. [24-0424](#)

Budget transfers for various departments pertaining to employer share Social Security, in the amount of \$2,878,995, to cover Social Security expenses within the various departments currently budgeted within General Fund Special Accounts for Fiscal Year 2023.

|                  |                       |
|------------------|-----------------------|
| <b>RESULT:</b>   | APPROVED              |
| <b>MOVER:</b>    | Cynthia Cronin Cahill |
| <b>SECONDER:</b> | Paula Garcia          |

6.H. [24-0425](#)

Budget transfers for various departments pertaining to employer share I.M.R.F., in the amount of \$5,468,408, to cover I.M.R.F. expenses within the various departments currently budgeted within General Fund Special Accounts for Fiscal Year 2023.

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|------------------|-----------------------|
| <b>RESULT:</b>   | APPROVED              |
| <b>MOVER:</b>    | Cynthia Cronin Cahill |
| <b>SECONDER:</b> | Yeena Yoo             |

6.I. [24-0427](#)

Budget transfers for various departments pertaining to benefit payments, in the amount of \$3,881,015, to cover benefit payment expenses within the various departments currently budgeted within General Fund Special Accounts for Fiscal Year 2023.

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|------------------|-----------------------|
| <b>RESULT:</b>   | APPROVED              |
| <b>MOVER:</b>    | Sheila Rutledge       |
| <b>SECONDER:</b> | Cynthia Cronin Cahill |

6.J. [24-0428](#)

Budget transfers for various departments pertaining to salary & wage adjustments, in the amount of \$3,494,520, to cover remaining FY23 salary overages within the various departments currently budgeted within General Fund Special Accounts.

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| <b>RESULT:</b>   | APPROVED     |
| <b>MOVER:</b>    | Paula Garcia |
| <b>SECONDER:</b> | Kari Galassi |

6.K. [24-0415](#)

Budget Transfers 01-23-2024 - Various Companies and Accounting Units

|                  |              |
|------------------|--------------|
| <b>RESULT:</b>   | APPROVED     |
| <b>MOVER:</b>    | Paula Garcia |
| <b>SECONDER:</b> | Kari Galassi |

7. **PROCUREMENT REQUISITIONS**A. **Development - Tornatore**

7.A.1. [DC-P-0001-24](#)

Recommendation for the approval of a contract purchase order to SAFEBuilt Illinois, LLC, for professional services to perform building and plumbing plan reviews, and inspections on an "as-needed" basis, in unincorporated DuPage County, for the period January 29, 2024, through November 30, 2024, for the Building & Zoning Department, for a contract total amount not to exceed \$75,000; per RFP# 24-006-BZP.

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|------------------|---------------|
| <b>RESULT:</b>   | APPROVED      |
| <b>MOVER:</b>    | Sam Tornatore |
| <b>SECONDER:</b> | Patty Gustin  |

**B. Human Services - Schwarze**7.B.1. [HS-P-0011-24](#)

Awarding resolution issued to Teen Parent Connection, to provide car seats, booster seats, diapers, formula, wipes, and car seat safety training to low income residents of DuPage County, for the period of January 1, 2024 through December 31, 2024, for a Community Services Block Grant (CSBG) sub-grantee total of \$40,000. (Community Services)

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|------------------|---------------|
| <b>RESULT:</b>   | APPROVED      |
| <b>MOVER:</b>    | Greg Schwarze |
| <b>SECONDER:</b> | Patty Gustin  |

7.B.2. [HS-P-0012-24](#)

Awarding resolution issued to Catholic Charities to provide shelter, case management, and financial assistance to situationally homeless residents and at risk of homelessness residents of DuPage County for the period of January 1, 2024 through December 31, 2024. The Community Services Block Grant (CSBG) sub-grantee agreement also provides financial support for the Back to School Fair, for a contract total of \$65,000. (Community Services)

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|------------------|---------------|
| <b>RESULT:</b>   | APPROVED      |
| <b>MOVER:</b>    | Greg Schwarze |
| <b>SECONDER:</b> | Patty Gustin  |

7.B.3. [HS-R-0004-24](#)

Authorizing execution of the intergovernmental agreement between PACE Suburban Bus and DuPage County Community Services for the Senior Transportation Grant Program - \$126,500. (Community Services)

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|------------------|-----------------------|
| <b>RESULT:</b>   | APPROVED              |
| <b>MOVER:</b>    | Greg Schwarze         |
| <b>SECONDER:</b> | Cynthia Cronin Cahill |

**C. Judicial and Public Safety - Evans**7.C.1. [JPS-CO-0001-24](#)

Amendment to Purchase Order 2846-0001 SERV, issued to Journal Technologies, Inc., for a case management system, for additional users due to an increase in staffing, to increase the contract total in the amount of \$38,055.01, a 4.58% increase. (Public Defender's Office)

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|------------------|------------|
| <b>RESULT:</b>   | APPROVED   |
| <b>MOVER:</b>    | Lucy Evans |
| <b>SECONDER:</b> | Yeena Yoo  |

7.C.2. [JPS-P-0005-24](#)

Recommendation for the approval of a contract purchase order to Northeast DuPage Youth and Family Services, to provide services to youths who are at risk of domestic violence and trauma, for the period of February 1, 2024 through January 31, 2025, for a contract total amount not to exceed \$36,000. Other Professional Service, not subject to competitive bidding per 55 ILCS 5/5-1022(a). Vendor selected pursuant to DuPage County Code Section 2-353(1)(b). (Probation and Court Services)

|                  |                       |
|------------------|-----------------------|
| <b>RESULT:</b>   | APPROVED              |
| <b>MOVER:</b>    | Lucy Evans            |
| <b>SECONDER:</b> | Cynthia Cronin Cahill |

7.C.3. [JPS-P-0006-24](#)

Recommendation for the approval of a contract purchase order issued to Alliance Technology Group, LLC, for the purchase of a back-up system for the virtual servers, for the Sheriff's Office, for the period of January 24, 2024 through January 23, 2025, for a contract total not to exceed \$98,446.20; per GSA contract GS-35F-303DA. (Sheriff's Office)

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|------------------|-----------------------|
| <b>RESULT:</b>   | APPROVED              |
| <b>MOVER:</b>    | Lucy Evans            |
| <b>SECONDER:</b> | Cynthia Cronin Cahill |

7.C.4. [JPS-P-0007-24](#)

Recommendation for the approval of a contract purchase order to Sentinel Offender Services, LLC, to provide GPS device or electronic monitoring services to juveniles and indigent adult offenders and their victims, for the period February 1, 2024, through January 31, 2026, for a total contract amount not to exceed \$612,000; contract pursuant to the Master Agreement #: 22PSX0021– National Association of State Procurement Officers (NASPO) ValuePoint. (Probation and Court Services)

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|------------------|--------------|
| <b>RESULT:</b>   | APPROVED     |
| <b>MOVER:</b>    | Lucy Evans   |
| <b>SECONDER:</b> | Paula Garcia |

**D. Legislative - DeSart**7.D.1. [LEG-P-0001-24](#)

Recommendation for the approval of a County Contract to McGuireWoods Consulting LLC, to provide Consulting Services as Lobbyists representing DuPage County before the U.S. Congress and the Federal Executive Branch for DuPage County's Division of Transportation, Public Works, Stormwater Management and all other County departments and agencies, for the period of February 1, 2024 through January 31, 2025, for County Board, for a contract total amount not to exceed \$96,000. Other Professional Service not subject to competitive bidding per 55 ILCS 5/5-1022(a). Vendor selected pursuant to DuPage County Code Section 2-353(1)(b).

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|------------------|--------------|
| <b>RESULT:</b>   | APPROVED     |
| <b>MOVER:</b>    | Dawn DeSart  |
| <b>SECONDER:</b> | Paula Garcia |

**E. Technology - Yoo**

7.E.1. [TE-R-0001-24](#)

Termination of an Intergovernmental Agreement between the County of DuPage and the Village of Lisle to permit County staff to compile geospatial data from the Village of Lisle, update existing geospatial data, and support the Village of Lisle's current ESRI software applications.

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|------------------|--------------|
| <b>RESULT:</b>   | APPROVED     |
| <b>MOVER:</b>    | Yeena Yoo    |
| <b>SECONDER:</b> | Paula Garcia |

7.E.2. [TE-R-0002-24](#)

Recommendation for the approval of an amendment to an intergovernmental agreement between the Lisle-Woodridge Fire Protection District and the County of DuPage for shared Geographical Information Systems (GIS) services, to include certain shared service information contained in a proposed scope of work not included under the 2018 IGA.

A motion was made by Member Yoo and seconded by Member Gustin to discharge the Technology Committee. Upon a voice vote, the motion passed.

|                  |              |
|------------------|--------------|
| <b>RESULT:</b>   | APPROVED     |
| <b>MOVER:</b>    | Yeena Yoo    |
| <b>SECONDER:</b> | Patty Gustin |

**F. Transportation - Ozog**7.F.1. [24-0337](#)

DT-P-0197A-22 - Amendment to Resolution DT-P-0197-22, issued to Rush Truck Centers of Illinois, Inc., for the purchase of eight (8) plow trucks with snow and ice equipment for the Division of Transportation, to increase the contract by \$29,152, resulting in an amended contract total amount of \$2,376,714, an increase of 1.24%.

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|------------------|-------------------|
| <b>RESULT:</b>   | APPROVED          |
| <b>MOVER:</b>    | Mary Ozog         |
| <b>SECONDER:</b> | Michael Childress |

7.F.2. [DT-P-0004-24](#)

Recommendation for approval of a contract to VariTech Industries, to furnish and deliver four (4) 12,500-gallon Deicer Storage Tanks, as needed for the Division of Transportation, from January 24, 2024 through November 30, 2024; for a contract not to exceed \$92,376.56. Contract pursuant to the Intergovernmental Cooperation Act (Sourcewell contract #031423).

|                  |                   |
|------------------|-------------------|
| <b>RESULT:</b>   | APPROVED          |
| <b>MOVER:</b>    | Mary Ozog         |
| <b>SECONDER:</b> | Michael Childress |

7.F.3. [DT-P-0003-24](#)

Recommendation for the approval of a contract to Alfred Benesch & Company, for Professional Construction Engineering Services for improvements at the Geneva Road bridge over the West Branch of the DuPage River, Section 18-00206-10-BR, for the period of January 23, 2024 through November 30, 2026, for a contract total not to exceed \$863,321. Professional Services (Architects, Engineers and Land Surveyors) vetted through a qualification- based selection process in compliance with the Illinois Local Government Professional Services Selection Act, 50 ILCS 510/0.01 et seq.

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|------------------|--------------|
| <b>RESULT:</b>   | APPROVED     |
| <b>MOVER:</b>    | Mary Ozog    |
| <b>SECONDER:</b> | Paula Garcia |

7.F.4. [DT-R-0006-24](#)

Local Public Agency Agreement for Federal Participation between the County of DuPage and the Illinois Department of Transportation, for improvements along CH 21/Geneva Road over the West Branch of the DuPage River, Section 18-00206-10-BR, for an estimated County cost of \$1,552,107.

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|------------------|--------------|
| <b>RESULT:</b>   | APPROVED     |
| <b>MOVER:</b>    | Mary Ozog    |
| <b>SECONDER:</b> | Paula Garcia |

7.F.5. [DT-R-0007-24](#)

Recommendation for approval of an agreement with Libertyville Township, for the purchase of wetland bank credits for the replacement of the bridge carrying Geneva Road over the West Branch of the DuPage River, in the amount of \$28,470.

|                  |              |
|------------------|--------------|
| <b>RESULT:</b>   | APPROVED     |
| <b>MOVER:</b>    | Mary Ozog    |
| <b>SECONDER:</b> | Paula Garcia |

## 8. FINANCE RESOLUTIONS

8.A. [FI-R-0016-24](#)

Acceptance and Appropriation of the Illinois Department of Commerce & Economic Opportunity PY24 State Supplemental Funds, Inter-Governmental Agreement No. 24-071006, Company 5000 - Accounting Unit 2840, \$65,165. (Human Resources Department)

|                  |                 |
|------------------|-----------------|
| <b>RESULT:</b>   | APPROVED        |
| <b>MOVER:</b>    | Brian Krajewski |
| <b>SECONDER:</b> | Yeena Yoo       |

8.B. [FI-R-0017-24](#)

Additional appropriation for the Animal Services Fund, Company 1100, Accounting Unit 1300, in the amount of \$200,000. (Animal Services)

|                  |                       |
|------------------|-----------------------|
| <b>RESULT:</b>   | APPROVED              |
| <b>MOVER:</b>    | Brian Krajewski       |
| <b>SECONDER:</b> | Cynthia Cronin Cahill |

8.C. [FI-R-0018-24](#)

Approval of a grant agreement between the County of DuPage and the Child Friendly Courts Foundation, for the Safe Harbor Children's Waiting Room, in the amount of \$40,750. (ARPA INTEREST)

|                  |                 |
|------------------|-----------------|
| <b>RESULT:</b>   | APPROVED        |
| <b>MOVER:</b>    | Brian Krajewski |
| <b>SECONDER:</b> | Paula Garcia    |

8.D. [FI-R-0020-24](#)

Awarding resolution for trenchless rehabilitation and maintenance of pipeline infrastructure.

|                |           |
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| <b>RESULT:</b> | WITHDRAWN |
|----------------|-----------|

8.E. [FI-R-0021-24](#)

Appointment of IMRF Authorized Agent. (Human Resources)

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|------------------|-----------------|
| <b>RESULT:</b>   | APPROVED        |
| <b>MOVER:</b>    | Brian Krajewski |
| <b>SECONDER:</b> | Paula Garcia    |

8.F. [FI-R-0022-24](#)

Revision to Personnel Budget. (Animal Services)

|                  |                 |
|------------------|-----------------|
| <b>RESULT:</b>   | APPROVED        |
| <b>MOVER:</b>    | Brian Krajewski |
| <b>SECONDER:</b> | Paula Garcia    |

8.G. [FI-R-0023-24](#)

Intergovernmental Agreement between TechShare Local Government Corporation, the County of DuPage, and the DuPage County State's Attorney, for professional case management and digital media services, for an estimated County cost of \$181,250. (State's Attorney's Office)

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|------------------|-----------------|
| <b>RESULT:</b>   | APPROVED        |
| <b>MOVER:</b>    | Brian Krajewski |
| <b>SECONDER:</b> | Patty Gustin    |

**9. INFORMATIONAL**

A motion was made by Member Krajewski and seconded by Member Childress to receive and place on file: Payment of Claims, Wire Transfers, Appointments, and Grant Proposal Notifications. Upon a voice vote, the motion passed.

**A. Payment of Claims**9.A.1. [24-0286](#)

01-05-2024 Paylist

9.A.2. [24-0323](#)

01-09-2024 Paylist

9.A.3. [24-0394](#)

01-12-2024 Paylist

9.A.4. [24-0420](#)

01-17-2024 Auto Debit Paylist

9.A.5. [24-0426](#)

01-17-2024 Public Works Refunds Paylist

**B. Wire Transfers**9.B.1. [24-0287](#)

01-05-2024 Corvel Wire Transfer

9.B.2. [24-0334](#)

01-09-2024 IDOR Wire Transfer

**C. Appointments**9.C.1. [CB-R-0014-24](#)

Appointment of Gina LaMantia - DuPage Airport Authority.

9.C.2. [CB-R-0015-24](#)

Appointment of Anthony Giunti - DuPage Airport Authority.

9.C.3. [CB-R-0016-24](#)

Appointment of Eric Swanson - Emergency Telephone System Board (ETSB) - Sheriff's Representative.

9.C.4. [CB-R-0017-24](#)

Appointment of Public Aid Committee - Member List attached.

**D. Grant Proposal Notifications**9.D.1. [24-0379](#)

GPN 001-24 Community Services Block Grant (CSBG) PY24, Illinois Department of Commerce and Economic Opportunity, US Department of Health &amp; Human Services \$1,196,614. (Community Services)

9.D.2. [24-0380](#)

GPN 003-24 Community Development Block Grant PY24, U.S. Department of Housing and Urban Development \$3,663,480. (Community Services)

9.D.3. [24-0381](#)

GPN 004-24 HOME Investment Partnership Program FY24 U.S. Department of Housing and Urban Development \$1,860,190. (Community Services)

9.D.4. [24-0382](#)

GPN 005-24 Emergency Solutions Grant FY24, U.S. Department of Housing and Urban Development \$288,247. (Community Services)

9.D.5. [24-0363](#)

GPN 006-24 Unified Work Program (UWP) Competitive Grant-DuPage County Bicycle and Pedestrian Plan (Public Engagement and Existing Conditions)–Chicago Metropolitan Agency for Planning–USDOT/FHWA- \$148,950 (\$100,000 Federal).

|                  |  |
|------------------|--|
| <b>RESULT:</b>   | APPROVED THE CONSENT AGENDA  |
| <b>MOVER:</b>    | Brian Krajewski  |
| <b>SECONDER:</b> | Michael Childress  |
| <b>AYES:</b>     | Chaplin, Childress, Cronin Cahill, Eckhoff, Evans, Galassi, Garcia, Gustin, Krajewski, LaPlante, Ozog, Rutledge, Schwarze, Tornatore, Yoo, and Zay |
| <b>ABSENT:</b>   | Covert   |
| <b>REMOTE:</b>   | DeSart   |

**10. DISCUSSION**

## 10.A. OpenGov Overview

Jennifer Sinn, Deputy Chief Financial Officer, reviewed the County's interactive budget book and its various tabs and the information found within each section. This interactive tool can be used by anyone to browse all the departments and projects that support the County. Mrs. Sinn also provided a brief overview of OpenGov, the County's financial planning software. A section titled "County Board Views" was created so that Committee Members could have quick access to popular questions or budgets. An email with directions and links will be provided to the Committee Members, and everyone is encouraged to schedule time with the Budget Team if they would like further training.

10.B. [24-0429](#)

## Recruitment Procedures Policy - Proposed Updates

Nick Kottmeyer, Chief Administrative Officer, provided a brief history on placing names on payroll. This policy was originally discontinued due to causing a lag in the hiring process. Committee Members noted that they would prefer as few interruptions as possible to the hiring process. Going forward, Committee Members will receive a monthly email with information from the various County departments and elected officials pertaining to salary and wage adjustments, new hires, and promotions. Placing names on payroll will remain in effect for department heads only. Based on today's discussion, the Recruitment Procedures Policy will remain the same.

|                |           |
|----------------|-----------|
| <b>RESULT:</b> | PRESENTED |
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**11. OLD BUSINESS**

No old business was discussed.

**12. NEW BUSINESS**

Committee Members discussed salaries for new hires and the various models used to determine total compensation. The County has established salary ranges which are used for when determining the compensation of new employees.

**13. ADJOURNMENT**

A motion was made by Member Tornatore and seconded by Member Yoo to adjourn at 9:30 AM. Upon a voice vote, the motion passed.