



DU PAGE COUNTY

Finance Committee

Summary

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

Tuesday, July 9, 2024

8:00 AM

County Board Room

1. CALL TO ORDER

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

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

2. ROLL CALL

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

Member Childress arrived at 8:02 AM. Chair Chaplin remotely joined at 8:05 AM.

3. PUBLIC COMMENT

No public comments were offered.

4. VICE CHAIR'S REMARKS - VICE CHAIR KRAJEWSKI

No remarks were offered.

5. APPROVAL OF MINUTES

5.A. [24-1907](#)

Finance Committee - Regular Meeting - Tuesday, June 25, 2024

RESULT:	APPROVED
MOVER:	Sam Tornatore
SECONDER:	Patty Gustin
AYES:	Cronin Cahill, DeSart, Eckhoff, Evans, Garcia, Gustin, Krajewski, LaPlante, Ozog, Rutledge, Schwarze, Tornatore, and Yoo
ABSENT:	Chaplin, Childress, Covert, and Galassi
REMOTE:	Zay

6. BUDGET TRANSFERS

6.A. [FI-R-0122-24](#)

Budget Transfers 07-09-2024 - Various Companies and Accounting Units

RESULT:	APPROVED
MOVER:	Sheila Rutledge
SECONDER:	Yeena Yoo
AYES:	Childress, Cronin Cahill, DeSart, Eckhoff, Evans, Garcia, Gustin, Krajewski, LaPlante, Ozog, Rutledge, Schwarze, Tornatore, and Yoo
ABSENT:	Chaplin, Covert, and Galassi
REMOTE:	Zay

7. **PROCUREMENT REQUISITIONS**A. **Finance - Chaplin**7.A.1. [24-1854](#)

Recommendation for the approval of a contract to Edward Hospital D/B/A Edward Occupational Health, to provide health-related services including, TB tests, chest x-rays, drug screens, and functional job screens, for Human Resources, for the period of July 18, 2024 through July 17, 2025, for a contract total amount of \$22,948, per bid # 24-055-HR, initial contract with three optional renewals. (Human Resources)

RESULT:	APPROVED
MOVER:	Grant Eckhoff
SECONDER:	Patty Gustin
AYES:	Childress, Cronin Cahill, DeSart, Eckhoff, Evans, Garcia, Gustin, Krajewski, LaPlante, Ozog, Rutledge, Schwarze, Tornatore, and Yoo
ABSENT:	Chaplin, Covert, and Galassi
REMOTE:	Zay

B. **Human Services - Schwarze**7.B.1. [24-1928](#)

HS-P-0079A-23 - Amendment to Resolution HS-P-0079-23 issued to Healthy Air Heating & Air, Inc., to provide architectural weatherization labor and materials for the Weatherization Program, for the period October 30, 2023 through November 30, 2024, to increase encumbrance in the amount of \$40,000, for a new contract total amount of \$305,567, a 15.06% increase. (6791-0001 SERV) (Community Services)

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Patty Gustin

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

7.B.2. [HS-P-0025-24](#)

Recommendation for the approval of a contract purchase order issued to Keurig Dr. Pepper/The American Bottling Company, for beverages and fountain drinks, for the DuPage Care Center and Cafes on County Campus, for the period July 30, 2024 through July 29, 2025, for a contract amount not to exceed \$30,600; under bid renewal #22-056-DCC, second of three one-year optional renewals.

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Patty Gustin
AYES:	Childress, Cronin Cahill, DeSart, Eckhoff, Evans, Garcia, Gustin, Krajewski, LaPlante, Ozog, Rutledge, Schwarze, Tornatore, and Yoo
ABSENT:	Chaplin, Covert, and Galassi
REMOTE:	Zay

7.B.3. [HS-P-0026-24](#)

Recommendation for the approval of a contract purchase order to Alpha Baking Company, to furnish and deliver assorted sliced breads, rolls & sandwich buns for the DuPage Care Center and Cafes on County Campus, for the period August 5, 2024 through August 4, 2025, for a contract total not to exceed \$43,200; under bid renewal #22-055-DCC, second of three one-year optional renewals.

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Paula Garcia
AYES:	Childress, Cronin Cahill, DeSart, Eckhoff, Evans, Garcia, Gustin, Krajewski, LaPlante, Ozog, Rutledge, Schwarze, Tornatore, and Yoo
ABSENT:	Chaplin, Covert, and Galassi
REMOTE:	Zay

7.B.4. [HS-P-0027-24](#)

Recommendation for the approval of a contract purchase order issued to Medline Industries, Inc., to furnish and deliver various linens, for the DuPage Care Center, for the period August 10, 2024 through August 9, 2025, for a contract total not to exceed \$72,000. Contract pursuant to the Intergovernmental Cooperation Act OMNIA Partners Cooperative Contract #2021003157.

RESULT:	APPROVED
MOVER:	Greg Schwarze
SECONDER:	Patty Gustin
AYES:	Childress, Cronin Cahill, DeSart, Eckhoff, Evans, Garcia, Gustin, Krajewski, LaPlante, Ozog, Rutledge, Schwarze, Tornatore, and Yoo
ABSENT:	Chaplin, Covert, and Galassi
REMOTE:	Zay

C. Judicial and Public Safety - Evans7.C.1. [JPS-P-0019-24](#)

Recommendation for the approval of a contract purchase order issued to CloudGavel, LLC, for the implementation and annual service of the Warrant Management System, for the Sheriff's Office, for the period of July 10, 2024 through July 9, 2029, for a contract total amount not to exceed \$652,500; per bid 24-075-SHF. (Sheriff's Office)

RESULT:	APPROVED
MOVER:	Lucy Evans
SECONDER:	Dawn DeSart

7.C.2. [JPS-P-0020-24](#)

Recommendation for the approval of a contract to Lauren McLaughlin, as a Recovery Coach Coordinator to work with Serenity House and PATH to Recovery, Coaches, Probation, and other Stakeholders to provide services to the participants in the program, for the period July 9, 2024 through July 8, 2025, for a contract total amount not to exceed \$37,500. 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) (Grant Funded)

RESULT:	APPROVED
MOVER:	Lucy Evans
SECONDER:	Yeena Yoo

D. Public Works - Garcia**7.D.1. [FM-P-0030-24](#)**

Recommendation for the approval of a contract to Fox Valley Fire & Safety Company, for preventative maintenance, testing and repair of the Non-Edwards System Technology Fire Alarm and Life Safety Systems for County facilities, for the period of August 28, 2024 through August 27, 2025, for a total contract amount not to exceed \$117,500 (\$95,000 for Facilities Management, \$1,500 for Animal Services, \$10,000 for Division of Transportation, \$11,000 for Public Works), per renewal option under bid award #22-080-FM. Second of three options to renew.

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Dawn DeSart

7.D.2. [PW-P-0015-24](#)

Recommendation for the approval of a contract to Joseph J. Henderson and Son, Inc., for the rehabilitation of the Woodridge Greene Valley Wastewater Treatment Plant headworks and grit removal process, for the period of July 9, 2024 to November 30, 2026, for a total contract amount not to exceed \$18,869,424.90; per lowest responsible bid # 22-191-PW.

A motion was made by Member Garcia and seconded by Member Tornatore to amend the date in the blurb and resolution from June 11, 2024 to July 9, 2024. Upon a voice vote, the motion passed.

RESULT:	APPROVED AS AMENDED
MOVER:	Paula Garcia
SECONDER:	Mary Ozog

7.D.3. [PW-O-0003-24](#)

An ordinance regulating parking facilities for Electric Vehicles on the DuPage County campus.

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Sheila Rutledge

E. Stormwater - Zay

7.E.1. [SM-P-0016-24](#)

Recommendation for the approval of a contract with BME Electric Inc., for the purchase of a diesel emergency engine generator for the Armstrong Park Flood Control Facility, for the Stormwater Management Department, for the period of July 9, 2024 through November 30, 2025, for a contract total amount not to exceed \$153,224; per lowest responsible bid # 24-069-SWM.

RESULT:	APPROVED
MOVER:	Grant Eckhoff
SECONDER:	Dawn DeSart

7.E.2. [SM-P-0017-24](#)

Recommendation to enter into an Agreement between the County of DuPage, Illinois and Gasperec Elberts Consulting, LLC, for On-Call Professional Land Surveying Services for hydraulic modeling and floodplain mapping assistance, for Stormwater Management, for the period of July 9, 2024 through November 30, 2025, for a contract total not to exceed \$60,000. Professional Services in compliance with the Illinois Local Government Professional Services Selection Act, 50 ILCS 510/ et seq. vetted through a qualification based selection process (Architects, Engineers and Land Surveyors).

RESULT:	APPROVED
MOVER:	Grant Eckhoff
SECONDER:	Dawn DeSart

7.E.3. [SM-P-0018-24](#)

Recommendation for the approval of a contract with Martam Construction, Inc., for the Luther High Ridge Flood Relief Project, for the Stormwater Management Department, for the period July 9, 2024 through November 30, 2028, for a contract total amount not to exceed \$1,580,699.20; per lowest responsible bid # 24-072-SWM. (PARTIAL ARPA ITEM)

RESULT:	APPROVED
MOVER:	Grant Eckhoff
SECONDER:	Dawn DeSart

7.E.4. [SM-P-0019-24](#)

Recommendation for the approval of an Easement Agreement between the Forest Preserve District of DuPage County and the County of DuPage, for a storm sewer within York/High Ridge Forest Preserve, for a total not to exceed \$41,677.38.

RESULT:	APPROVED
MOVER:	Grant Eckhoff
SECONDER:	Paula Garcia

8. FINANCE RESOLUTIONS

A motion was made by Member Eckhoff and seconded by Member Gustin to combine items 8.A. through 8.H. under Finance Resolutions. Upon a voice vote, the motion passed.

8.A. [FI-R-0112-24](#)

Acceptance and appropriation of the Illinois Home Weatherization Assistance Program (IHWAP) State Grant PY25 Inter-Governmental Agreement no. 25-251028, Company 5000 - Accounting Unit 1490, in the amount of \$426,227. (Community Services)

RESULT:	APPROVED
MOVER:	Grant Eckhoff
SECONDER:	Paula Garcia

8.B. [FI-R-0113-24](#)

Acceptance and appropriation of the ILDCFS Children's Advocacy Center Grant PY25 - Intergovernmental Agreement No. 3871779025, Company 5000 - Accounting Unit 6580, \$346,127. (State's Attorney's Office)

RESULT:	APPROVED
MOVER:	Grant Eckhoff
SECONDER:	Paula Garcia

8.C. [FI-R-0114-24](#)

Acceptance and appropriation of the Victims of Crime Act - Child Advocacy Center Services Program Grant PY25 - Agreement No. 222003, Company 5000 - Accounting Unit 6600, \$67,740. (State's Attorney's Office)

RESULT:	APPROVED
MOVER:	Grant Eckhoff
SECONDER:	Paula Garcia

8.D. [FI-R-0115-24](#)

Acceptance and appropriation of the Illinois Family Violence Coordinating Council Grant PY25 - Intergovernmental Agreement No. 322518, Company 5000 - Accounting Unit 6000, \$49,000. (18th Judicial Circuit Court)

RESULT:	APPROVED
MOVER:	Grant Eckhoff
SECONDER:	Paula Garcia

8.E. [FI-R-0116-24](#)

Acceptance and appropriation of the Illinois Department of Human Services Supportive Housing Program Grant PY25 Inter-Governmental Agreement no. FCSDH00352, Company 5000 - Accounting Unit 1760, \$154,180. (Community Services)

RESULT:	APPROVED
MOVER:	Grant Eckhoff
SECONDER:	Paula Garcia

8.F. [FI-R-0117-24](#)

Acceptance and appropriation of the Tobacco Enforcement Program Grant PY25 - Intergovernmental Agreement No. 43CDZ03636, Company 5000 - Accounting Unit 4495, \$7,172. (Sheriff's Office)

RESULT:	APPROVED
MOVER:	Grant Eckhoff
SECONDER:	Paula Garcia

8.G. [FI-R-0118-24](#)

Acceptance and appropriation of the Donated Funds Initiative Program Grant PY25 - Intergovernmental Agreement No. FCSDJ00210, Company 5000 - Accounting Unit 6560, \$103,119. (State's Attorney's Office)

RESULT:	APPROVED
MOVER:	Grant Eckhoff
SECONDER:	Paula Garcia

8.H. [FI-R-0119-24](#)

Acceptance and appropriation of additional funding for the Illinois Home Weatherization Assistance Program DOE-BIL Grant FY23 Inter-Governmental Agreement no. 23-461028, Company 5000 - Accounting Unit 1400, from \$1,074,096 to \$1,982,773; an increase of \$908,677. (Community Services)

RESULT:	APPROVED
MOVER:	Grant Eckhoff
SECONDER:	Paula Garcia

8.I. [FI-R-0120-24](#)

Amendment to Resolution FI-R-0028-24 for the addition of certain specifications/scope(s) of work for trenchless rehabilitation and maintenance of pipeline infrastructure.

RESULT:	APPROVED
MOVER:	Grant Eckhoff
SECONDER:	Yeena Yoo

8.J. [FI-R-0121-24](#)

Approval of Employee Compensation and Job Classification Adjustments. (Human Resources)

RESULT:	APPROVED
MOVER:	Grant Eckhoff
SECONDER:	Paula Garcia

8.K. [FI-R-0125-24](#)

Approval of the 2025 Holiday Schedule. (Human Resources)

RESULT:	APPROVED
MOVER:	Grant Eckhoff
SECONDER:	Yeena Yoo

9. INFORMATIONAL

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

A. Payment of Claims

- 9.A.1. [24-1874](#)
06-21-2024 Paylist
- 9.A.2. [24-1892](#)
06-25-2024 Paylist
- 9.A.3. [24-1934](#)
06-27-2024 Auto Debit Paylist
- 9.A.4. [24-1941](#)
06-28-2024 Paylist
- 9.A.5. [24-1965](#)
07-02-2024 Paylist

B. Wire Transfers

- 9.B.1. [24-1877](#)
06-26-2024 7000, 7100, 8700 Wire Transfers

C. Appointments

- 9.C.1. [CB-R-0033-24](#)
Appointment of Jim Jarog to the Zoning Board of Appeals.
- 9.C.2. [CB-R-0034-24](#)
Appointment of Michael Maher to the Wheaton Mosquito Abatement District.
- 9.C.3. [CB-R-0035-24](#)
Appointment of John Retondo to the Regional Transportation Authority.
- 9.C.4. [CB-R-0036-24](#)
Appointment of John Fennell to the Yorkfield Fire Protection District.

RESULT:	APPROVED THE CONSENT AGENDA
MOVER:	Grant Eckhoff
SECONDER:	Sam Tornatore
AYES:	Childress, Cronin Cahill, DeSart, Eckhoff, Evans, Garcia, Gustin, Krajewski, LaPlante, Ozog, Rutledge, Schwarze, Tornatore, and Yoo
ABSENT:	Covert, and Galassi
REMOTE:	Chaplin, and Zay

10. PRESENTATIONS

10.A. Human Resources Update

Chris Clevenger, Interim Director of Human Resources, provided the Committee with an update from the Human Resources office. Ms. Clevenger and Nick Kottmeyer, Chief Administrative Officer, met with County Board Offices and Elected Officials to discuss existing concerns, questions, and/or needs from the HR office. The top five themes of the discussions were recruitment, training, compensation, engagement with the HR team, and outreach from the HR office. For recruitment, HR will review and update the recruitment process to offer a more interactive approach. The HR department is also working on hiring additional HR staff who will focus on promoting job opportunities, attend job fairs, and explore other recruitment resources. For training, HR will assemble a video catalog of trainings for employees to use, as well as promote webinars and information from the County's vendors and EAP. For compensation, HR will work with departments and offices to provide information and guidance regarding pay structure, as well as assist with preparing a compensation analysis and helping others understand the results. For engagement with the HR team, HR will offer "meet and greets" to departments for open engagement with the HR team, as well as allow appointments for HR staff to meet with employees to address employment or benefits questions and needs. For outreach from the HR office, HR will work on increasing outreach to employees through various methods such as articles from the County's monthly newsletter, utilization of resources on the County's new intranet, and creation of communication tools such as a "roadmap to retirement".

Ms. Clevenger also discussed some proposed policy updates to several different policies. The HR office is working with the State's Attorney's office to bring the policy suggestions before the County Board members.

The County's new payroll system, Dayforce, has been going through testing of the data and the configuration of the County's payroll rules. Throughout July, the Information Technology team will be working with departments that use time clocks as a part of their time capture to make sure timekeeping needs are met. After successful parallel testing, HR will begin County Department staff training in August. The first payroll through Dayforce is slated for October 4, 2024.

Committee members suggested that HR consider conducting a staff survey, as well as provide some on-site trainings for employees to attend in-person.

10.B. ARPA Reallocation Presentation

Mary Catherine Wells, Deputy Chief Financial Officer, provided the Committee with an update on spending for the major ARPA categories. An estimated \$1,145,097 will need to be reallocated from the regular ARPA fund, and an estimated \$1,305,182 will need to be allocated from the ARPA interest fund. Reallocation recommendations from the regular ARPA fund include: Infrastructure Investment Grant Program, Round 2 - Part 2 (\$356,685), Campus Stormwater Design (\$342,000), and 421 HVAC (\$446,412). By a show of hands, Committee members supported moving forward with the regular ARPA reallocation recommendations. Allocation recommendations from the ARPA interest fund include: DuComm Shortfall (\$458,000), Food Insecurity (\$500,000), COD/MAC Future Programs (\$50,000), Choose DuPage's Connect DuPage Program (\$50,000), and additional future funding for various initiatives (\$247,182). By a show of hands, Committee members supported moving forward with the ARPA interest allocation recommendations. Committee members were encouraged to submit a list of initiatives to fund for their districts for future review.

11. OLD BUSINESS

No old business was discussed.

12. NEW BUSINESS

No new business was discussed.

13. ADJOURNMENT

The meeting was adjourned at 10:03 AM.