



WINNEBAGO COUNTY

— ILLINOIS —

AGENDA

Veterans Memorial Hall and Museum
211 North Main Street
Rockford, IL 61101

Veterans Memorial Hall and all floors may be accessed without using stairs. Enter the building from the parking lot south of the building via the lower level accessibility entrance, the door will be unlocked. This entrance is located on the southeast corner of the building. Once inside turn right and proceed to the elevator. Push the up button and when available enter the elevator, push the number “2” for the auditorium level. Exit the elevator to the left and then enter the doorway to the right and use the ramp to enter the Auditorium.

Thursday, April 14, 2022
6:00 p.m.

1. Call to Order Chairman Joseph Chiarelli
2. Invocation and Pledge of Allegiance Board Member Joe Hoffman
3. Agenda Announcements Chairman Joseph Chiarelli
4. Roll Call Clerk Lori Gummow
5. Awards, Presentations, Public Hearings, and Public Participation
 - A. Awards – None
 - B. Presentations – None
 - C. Public Hearings – None
 - D. Public Participation – Yes
 - E. Proclamations
 - “Child Abuse Prevention and Awareness Month” Presented to Honorable Jennifer J. Clifford, Chair of the 17th Judicial Circuit Family Violence Coordinating Council
 - “National Public Safety Telecommunicators Week” Presented to Chief Deputy Rick Ciganek, Winnebago County Sheriff’s Office
 - “Black Maternal Health Week” Presented to Regina Taylor, WCHD/Refugee Program, Charaine Boyd, WCHD/Maternal, Infant and Early Childhood Home Visiting, Jillisa Bondurant, Executive Director/Children’s Safe Harbor and Winnebago County Action Team
6. Approval of Minutes Chairman Joseph Chiarelli
 - A. Approval of March 10, 2022 minutes
 - B. Layover of March 24, 2022 minutes

- 7. Consent Agenda.....Chairman Joseph Chiarelli**
- A. Raffle Report
 - B. Auditor's Report

8. Appointments (Per County Board rules, Board Chairman appointments require a 30 day layover unless there is a suspension of the rule).

- A. Four Rivers Sanitation Authority, Compensation: \$6,000 per year
 - 1. Elmer Jones (Reappointment), Rockford, Illinois, May 1, 2022 to April 30, 2025
- B. Harlem-Roscoe Fire District Board, Compensation: Not to exceed \$1,500 per year
 - 1. Bart Munger (Reappointment), Roscoe, Illinois, May 1, 2022 to April 30, 2025
- C. Otter Creek Lake Utility District, Compensation: None
 - 1. Ronald Waldschmidt (Reappointment), Davis, Illinois, May 1, 2022 to April 30, 2027
- D. North Park Water District, Compensation: \$1,200 per year
 - 1. Carol Lamb (Reappointment), Rockton, Illinois, May 1, 2022 to April 30, 2027
- E. New Milford Fire Protection District, Compensation: Not to exceed \$1,000 per year
 - 1. Julie Dodd (Reappointment), Rockford, Illinois, May 1, 2022 to April 30, 2025
- F. Northwest Fire Protection District, Compensation: Not to exceed \$1,000 per year
 - 1. Gregory Gill, (Reappointment), Machesney Park, Illinois, May 1, 2022 to April 30, 2025
- G. Durand Sanitary District, Compensation: None
 - 1. David Bliss (Reappointment), Durand, Illinois, May 1, 2022 to April 30, 2025
- H. Board of Review, Compensation: \$27,809.86
 - 1. Thomas Ewing (Reappointment), Rockford, Illinois, May 1, 2022 to April 30, 2024

9. Reports of Standing CommitteesChairman Joseph Chiarelli

- A. Finance Committee..... **Jaime Salgado, Committee Chairman**
 - 1. Committee Report
 - 2. Resolution Adopting the Fiscal Year 2023 Budget Policy
 - 3. Resolution Awarding Purchase of Patrol Vehicles and Related Equipment (2022 ARP)
 - 4. Resolution to Purchase Capital Assets Module for Munis Enterprise Resource Planning (ERP) (2022 ARP)
 - 5. Resolution Authorizing Settlement of Pending Litigation (Penny Bamberger et al v. Winnebago County Sheriff et al)
- B. Zoning Committee**Jim Webster, Committee Chairman**
 - Planning and/or Zoning Requests:
 - 1. Committee Report
- C. Economic Development Committee..... **Fred Wescott, Committee Chairman**
 - 1. Committee Report
 - 2. Resolution Accepting a Grant from the Illinois Housing Development Authority's Strong Communities Program
 - 3. Resolution Granting Authority to the Winnebago County Board Chairman to Execute the Documents Necessary to Complete a Loan for \$100,000 from the Revolving Loan Fund to Northern Lights Bryant, LLC Doing Business as Northern Lights

- D. Operations & Administrative Committee**Keith McDonald, Committee Chairman**
 - 1. Committee Report
 - 2. Resolution Awarding Joint Seal Coating Services
- E. Public Works Committee**Dave Tassoni, Committee Chairman**
 - 1. Committee Report
- F. Public Safety and Judiciary Committee.....**Burt Gerl, Committee Chairman**
 - 1. Committee Report

10. Unfinished BusinessChairman Joseph Chiarelli

Zoning Committee

- A. SU-01-22 A Special Use Permit for a Wedding and/or Reception Facility in the AG, Agricultural Priority District for the property commonly known as 9151 Edwardsville Road, Winnebago, IL 60188 in Winnebago Township, District 1 Laid Over from March 24, 2022 Meeting

**11. New Business.....Chairman Joseph Chiarelli
(Per County Board rules, passage will require a suspension of Board rules).**

12. Announcements & Communications Clerk Lori Gummow
A. Correspondence (see packet)

13. AdjournmentChairman Joseph Chiarelli

Next Meeting: Thursday, April 28, 2022

**Awards,
Presentations,
Public Hearings,
Public Participation &
Proclamations**



Proclamation *In Recognition of* “Child Abuse Prevention and Awareness Month”

April 1-30, 2022

WHEREAS, throughout the month of April, the Family Violence Coordinating Council and other prevention groups will be hosting several events to bring awareness to the issue of child abuse; and,

WHEREAS, child abuse and neglect is a complex and ongoing problem in our society, affecting many children in Winnebago County; and,

WHEREAS, over 200,000 calls to the Illinois Department of Children and Family Services are made each year and last year 146,125 child victims were associated with abuse and neglect investigations; and

WHEREAS, every child is entitled to be loved, cared for, nurtured, feel secure and be free from verbal, sexual, emotional and physical abuse, and neglect; and,

WHEREAS, the County of Winnebago has dedicated individuals and organizations who work daily to counter the problem of child abuse and neglect and to help parents obtain the assistance they need; and,

WHEREAS, our communities are stronger when all citizens become aware of child abuse and neglect prevention and become involved in supporting parents to raise their children in a safe and nurturing environment; and,

WHEREAS, effective child abuse prevention programs succeed because of partnerships among families, social service agencies, schools, religious and civic organizations, law enforcement agencies and the business community.

NOW, THEREFORE BE IT RESOLVED, I, JOSEPH V. CHIARELLI, Chairman of the Winnebago County Board do hereby proclaim April 2022 as:

“Child Abuse Prevention and Awareness Month”

in Winnebago County, and encourage all citizens to rally support for child abuse victims and to volunteer with organizations pledging to end this crime that plagues not only our fair county but also society at large.



IN WITNESS WHEREOF, I have hereunto set my hand and cause the seal of the County of Winnebago, Illinois to be affixed this 14th day of April 2022.



Joseph V. Chiarelli, Chairman
Winnebago County Board



Proclamation

In Recognition of

"National Public Safety Telecommunicators Week"

April 10, 2022 – April 16, 2022

WHEREAS, emergencies can occur at any time that require police, fire or emergency medical services; and

WHEREAS, when an emergency occurs the prompt response of police officers, firefighters and emergency medical services is critical to the protection of life and preservation of property; and

WHEREAS, the safety of our police officers, firefighters and emergency medical services is dependent upon the quality and accuracy of information obtained from citizens who telephone the Winnebago County Emergency 911 Communications Center; and

WHEREAS, Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services; and

WHEREAS, Public Safety Telecommunicators are the single vital link for our police officers, firefighters and emergency medical services by monitoring their activities by radio, providing them information and insuring their safety; and

WHEREAS, Public Safety Telecommunicators of Winnebago County have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and

WHEREAS, each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job in the past year.

THEREFORE, BE IT RESOLVED that the Public Safety and Judiciary Committee recognizes the week of April 10, 2022 through April 16, 2022 to be National Public Safety Telecommunicators Week in Winnebago County, in honor of the men and women whose diligence and professionalism keep the County and our citizens safe.



Joseph V. Chiarelli
Joseph Chiarelli, Winnebago
County Board Chairman

4-5-22
Date



Proclamation

In Recognition of

Black Maternal Health Week

April 11-17, 2022

Raising Awareness of the Issues of Maternal and Infant Health in Winnebago County, Illinois

WHEREAS, the overall health, resiliency, sustainability and progress of a thriving, vibrant community is dependent on the health of the future generation of children and families; and

WHEREAS, the Winnebago County community identified Maternal and Child Health as a priority in the Community Health Assessment/Community Health Improvement Plan (IPLAN 2023); and

WHEREAS, the overall infant mortality rate for Winnebago County is 1.3 times higher than the state of Illinois with disproportionate impacts on Black/African American infants at 2.6 times higher than the rate of White infants; and

WHEREAS, low birth weight and pre-term births contribute to infant morbidity and mortality; and

WHEREAS, perinatal depression and mental health concerns, including substance use disorders, impact pregnant women and their families; and

WHEREAS, Black/African American women are 3 times as likely to die from a pregnancy-related condition, and are more likely to die from a pregnancy-related medical condition, as White women in Illinois; and

WHEREAS, access to early and ongoing, culturally-competent prenatal care reduces the risk of infant and maternal mortality and morbidity; and

WHEREAS, implicit bias contributes to stigmatizing behavior and health equity concerns for pregnant women of color; and

WHEREAS, pregnant women and their concerns are not always heard by providers, prompting the Centers for Disease Control and Prevention to launch the HEAR™ HER CONCERNS campaign to educate healthcare providers to engage in active listening to eliminate preventable maternal mortality.

NOW, THEREFORE BE IT RESOLVED, I, Joseph V. Chiarelli, Chairman of the Winnebago County Board, do hereby proclaim the week of April 11 – 17 to be:

“Black Maternal Health Week”

and urge all of the community, including individual residents and entities such as businesses, faith-based organizations, educational systems, healthcare providers and systems, support agencies, and governmental entities, to value and support pregnant women of color and their families as our future; invest in programming and services including early childhood education and home visits; remove barriers to services including financial, language, and cultural; and support the HEAR™ HER CONCERNS campaign.




Joseph V. Chiarelli, Chairman
Winnebago County Board

Approval of Minutes

**REGULAR ADJOURNED MEETING
WINNEBAGO COUNTY BOARD
MARCH 10, 2022**

1. Interim Chairman Gerl Called to Order the Regular Adjourned Meeting of the Winnebago County Board for Thursday, March 10, 2022 at 6:00 p.m.
2. County Board Member Gerl gave the invocation and led the Pledge of Allegiance.
3. Agenda Announcements: None
4. Roll Call: 15 Present. 5 Absent. (Board Members Arena, Booker, Butitta, Crosby, Gerl, Goral, Hoffman, Kelley, Lindmark, McDonald, Salgado, Schultz, Tassoni, Webster, and Wescott were present.) (Board Members Fellars, McCarthy, Nabors, Redd, and Sweeney were absent.)

Interim Chairman Gerl entertained a motion to allow remote access. Board Member Arena made a motion to allow remote access for Board Member Redd, seconded by Board Member Hoffman. Motion was approved by a unanimous vote of all members present. (Board Members Fellars, McCarthy, Nabors, Redd, and Sweeney were absent.)

Board Members Redd joined at 6:03 p.m.

AWARDS, PRESENTATIONS, PUBLIC HEARINGS, PUBLIC PARTICIPATION, and PROCLAMATIONS

5. Awards - None
- Presentations - None
- Public Hearings - None
- Public Participation- None

APPROVAL OF MINUTES

6. Interim Chairman Gerl entertained a motion to approve the Minutes. Board Member Lindmark made a motion to approve County Board Minutes of February 10, 2022 and layover County Board Minutes of February 24, 2022, seconded by Board Member Webster. Motion was approved by a unanimous vote of all members present. (Board Members Fellars, McCarthy, Nabors, and Sweeney were absent.)

CONSENT AGENDA

7. Interim Chairman Gerl entertained a motion to approve the Consent Agenda for March 10, 2022. Board Member Tassoni made a motion to approve the Consent Agenda which includes the Raffle

Report and Auditor's Report, seconded by Board Member Crosby. Motion was approved a unanimous vote of all members present.

APPOINTMENTS

8. **Appointments (Per County Board rules, Board Chairman Appointments require a 30 day layover unless there is a suspension of the rule).**

REPORTS FROM STANDING COMMITTEES

FINANCE COMMITTEE

9. Board Member Salgado made a motion to approve a Resolution to Exercise Option to Purchase the Parking Lot Located at 310 South Church and 320 and 324 Chestnut Street, Rockford, Illinois, seconded by Board Member Crosby. Discussion by Board Member Salgado. Motion was approved by a unanimous vote of all members present. (Board Members Fellars, McCarthy, Nabors, and Sweeney were absent.)
10. Board Member Salgado made a motion to approve a Resolution Authorizing Settlement of Litigation (Cailyn Kottman and Christopher Wilkinson v. County of Winnebago), seconded by Board Member Hoffman. Motion was approved by a unanimous vote of all members present. (Board Members Fellars, McCarthy, Nabors, and Sweeney were absent.)
11. Board Member Salgado read in for the first reading of an Ordinance for Approval of Budget Amendment for Implementing the PREA Standards, Protecting Inmates and Safeguarding Communities to be Laid Over. Board Member Salgado made a motion to suspend the rules, seconded by Board Member McDonald. Motion was approved by a unanimous vote of all members present. (Board Members Fellars, McCarthy, Nabors, and Sweeney were absent.) Board Member Salgado moved to approve the Ordinance, seconded by Board Member McDonald. Motion was approved by a unanimous vote of all members present. (Board Members Fellars, McCarthy, Nabors, and Sweeney were absent.)
12. Board Member Salgado read in for the first reading of an Ordinance for Approval of Budget Amendment for the Emergency Rental Assistance Program I to be Laid Over. Board Member Salgado made a motion to suspend the rules, seconded by Board Member Goral. Motion was approved by a unanimous vote of all members present. (Board Members Fellars, McCarthy, Nabors, and Sweeney were absent.) Board Member Salgado moved to approve the Ordinance, seconded by Board Member Crosby. Motion was approved by a unanimous vote of all members present. (Board Members Fellars, McCarthy, Nabors, and Sweeney were absent.)

ZONING COMMITTEE

13. Board Member Webster announced the next Zoning Committee meeting will be scheduled for March 23, 2022.

ECONOMIC DEVELOPMENT

14. Board Member Wescott made a motion to approve a Resolution to Grant Twenty Five-Thousand Dollars (25,000) from Host Fees to the Rockford Area Convention and Visitors Bureau (RACVB) to Support the Grand Fondo New York (GFNY) Event, seconded by Board Member Hoffman. Discussion by Board Member Arena. Board Member Arena made a motion to send back to committee for further discussion, seconded by Board Member Booker. Motion to send back to committee was approved by a voice vote. (Board Member Crosby voted no.) (Board Members Fellars, McCarthy, Nabors, and Sweeney were absent.)

Board Member Wescott announced the next Economic Development Committee meeting will be next Monday.

OPERATIONS & ADMINISTRATIVE COMMITTEE

15. Board Member McDonald made a motion to approve a Resolution Submitting to the Electors by Referendum the Advisory Question of Increasing the Tax Levied by the County of Winnebago, Illinois for the Specific Purpose of Maintaining River Bluff Nursing Home, seconded by Board Member Butitta. Discussion by Board Members Butitta and Goral. Board Member Goral made a motion to remove the language referencing the amount of the home versus the amount of tax paid, seconded by Board Member Tassoni. Further discussion by Board Members Webster, McDonald, Arena, Goral, Crosby, Butitta, Tassoni, and Kelley. Motion to approve the amendment failed by a roll call of 10 no and 6 yes votes. (Board Members Arena, Booker, Butitta, Crosby, Gerl, Kelley, Lindmark, McDonald, Schultz, and Webster voted no. (Board members Fellars, McCarthy, Nabors, and Sweeney were absent.) Discussion by Chief of the Civil Bureau Vaughn and Board Members Salgado, Butitta, Goral, and Arena. Board Member Crosby called the question, seconded by Board Member Wescott. Motion was approved by a voice vote. (Board Members Goral and Hoffman voted no.) (Board Members Fellars, McCarthy, Nabors, and Sweeney were absent.) Motion was approved by a roll call vote of 12 yes and 4 no votes. (Board Members Goral, Hoffman, Redd, and Tassoni voted no.) (Board Members Fellars, McCarthy, Nabors, and Sweeney were absent.)
16. Board Member McDonald made a motion to approve a Resolution Amending the Organizational Structure of the County Board of the County of Winnebago, Illinois, seconded by Board Member Arena. Motion was approved by a unanimous vote of all members present. (Board Members Fellars, McCarthy, Nabors, and Sweeney were absent.)

PUBLIC WORKS

17. No Report.

PUBLIC SAFETY AND JUDICIARY COMMITTEE

18. No Report.

UNFINISHED BUSINESS

19. **Finance Committee**

- A. Board Member Salgado made a motion to approve an Ordinance for the Approval of a Budget Amendment for the Winnebago County Coroner's Office Laid Over from February 24, 2022 Meeting, seconded by Board Member McDonald. Board Member Arena made a motion to amend the Budget Amendment as reflected in the Board packet, seconded by Board Member Butitta. Motion was approved by a unanimous vote of all members present. (Board Members Fellars, McCarthy, Nabors, and Sweeney were absent.)

NEW BUSINESS

20. **(Per County Board rules, passage will require a suspension of Board rules).**

Finance Committee

- A. Board Member Salgado read in for the first reading of an Ordinance for Approval of Budget Amendment for the Purchase of the Parking Lot at the Corner of Church and Chestnut. Board Member Salgado made a motion to suspend the rules, seconded by Board Member Hoffman. Motion was approved by a unanimous vote of all members present. (Board Members Fellars, McCarthy, Nabors, and Sweeney were absent.) Board Member Salgado moved to approve the Ordinance, seconded by Board Member Crosby. Motion was approved by a unanimous vote of all members present. (Board Members Fellars, McCarthy, Nabors, and Sweeney were absent.)

ANNOUNCEMENTS & COMMUNICATION

21. County Clerk Gummow submitted the Items Listed Below as Correspondence which were "Placed on File" by Interim Chairman Gerl:
- A. County Clerk Gummow submitted from the United States Nuclear Regulatory Commission the following:
- a. Federal Register / Vol/ 87, No. 35 /Tuesday, February 22, 2022 / Notice
 - b. Constellation Energy Generation, LLC – Request for Additional Information Regarding Fleet License Amendment Request to Adopt TSTF-541
- B. County Clerk Gummow submitted from Charter Communications a notice that on or around March 28, 2022, Spectrum Mid-America, LLC, will launch Story TV HD on Spectrum Select for the following:
- a. Township of Harlem
 - b. Township of Rockton
 - c. Township of Roscoe

- C. County Clerk Gummow submitted from the Illinois Environmental Protection Agency a Notice of Application for Permit to Manage Waste. Description of Project: Landfill No. 2 – 5 Year Permit Renewal.
- D. County Clerk Gummow submitted from Theresa Grennan, Chief Deputy Winnebago County Treasurer the Investment Report as of March 1, 2022.

March 24 and April 7 Board Meeting Via Zoom

Board Member Butitta acknowledged the River Bluff Nursing home staff for their five star rating.

Board Member Lindmark announced on April 9, 2022 there will be a police versus fire hockey game to benefit first responders, the Jamie Cox Foundation, the Greg Lindmark Foundation, and Hospice.

County Administrator Thompson announced the March 24th and April 14th Board Meetings will be held at Memorial Hall.

ADJOURNMENT

- 22. Interim Chairman Gerl entertained a motion to adjourn. County Board Member Hoffman moved to adjourn the meeting, seconded by Booker. Motion was approved by a voice vote. (Board Members Fellars, McCarthy, Nabors, and Sweeney were absent.) The meeting was adjourned at 6: 50 p.m.

Respectfully submitted,



Lori Gummow
County Clerk
ar

**REGULAR ADJOURNED MEETING
WINNEBAGO COUNTY BOARD
MARCH 24, 2022**

1. Chairman Chiarelli Called to Order the Regular Adjourned Meeting of the Winnebago County Board for Thursday, March 24, 2022 at 6:00 p.m.
2. County Board Member Goral gave the invocation and led the Pledge of Allegiance.
3. Agenda Announcements: None
4. Roll Call: 17 Present. 3 Absent. (Board Members Arena, Booker, Butitta, Crosby, Fellars, Gerl, Goral, Kelley, Lindmark, McCarthy, McDonald, Nabors, Redd, Sweeney, Tassoni, Webster, and Wescott were present.) (Board Members Hoffman, Salgado, and Schultz were absent.)

AWARDS, PRESENTATIONS, PUBLIC HEARINGS, PUBLIC PARTICIPATION, and PROCLAMATIONS

5. Awards - None
- Presentations - None
- Public Hearings - None
- Public Participation- Reverend Earl Dotson, Sr. spoke of west side development.

APPROVAL OF MINUTES

6. Chairman Chiarelli entertained a motion to approve the Minutes. Board Member Lindmark made a motion to approve County Board Minutes of February 24, 2022 and layover County Board Minutes of March 10, 2022, seconded by Board Member Redd. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman, Salgado, and Schultz were absent.)

CONSENT AGENDA

7. Chairman Chiarelli entertained a motion to approve the Consent Agenda for March 24, 2022. Board Member Gerl made a motion to approve the Consent Agenda which includes the Raffle Report and Auditor's Report, seconded by Board Member Goral. Motion was approved a unanimous vote of all members present. (Board Members Hoffman, Salgado, and Schultz were absent.)

APPOINTMENTS

8. **Appointments (Per County Board rules, Board Chairman Appointments require a 30 day layover unless there is a suspension of the rule).**
- A. Four Rivers Sanitation Authority, Compensation: \$6,000 per year
1. Ginger Haas (New Appointment), Rockford, Illinois, May 1, 2022 to April 30, 2025

REPORTS FROM STANDING COMMITTEES

FINANCE COMMITTEE

9. Board member Arena made a motion to approve a Resolution Awarding Elevator Modernization for the Administration Building (CIP), seconded by Board Member McCarthy. Discussion by Board Member Arena. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman, Salgado, and Schultz were absent.)
10. Board Member Arena made a motion to approve a Resolution for Winnebago County Animal Services Building Renovations (ARP), seconded by Board Member Gerl. Discussion by Board Member Arena. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman, Salgado, and Schultz were absent.)
11. Board Member Arena made a motion to approve a Resolution for Approval of Budget Amendment for Reimbursable Technology Expenditures, seconded by Board Member Lindmark. Discussion by Board Member Arena. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman, Salgado, and Schultz were absent.)

ZONING COMMITTEE

12. Board Member Webster read in for the first reading of SU-01-22 A Special Use Permit for a Wedding and/or Reception Facility in the AG, Agricultural Priority District for the property commonly known as 9151 Edwardsville Road, Winnebago, IL 60188 in Winnebago Township, District 1 (with conditions) to be laid over.

ECONOMIC DEVELOPMENT

13. No Report.

OPERATIONS & ADMINISTRATIVE COMMITTEE

14. No Report.

PUBLIC WORKS

15. Board Member Tassoni made a motion to approve (22-006) Resolution Authorizing the Approval of a Change in Plans to Reconcile Bid Quantities with As-built Quantities for 2021

PPC Patching Program (Section 21-00000-02-GM), seconded by Board Member Gerl. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman, Salgado, and Schultz were absent.)

16. Board Member Tassoni made a motion to approve (22-007) Resolution Authorizing the Obligation Retirement of Bond Payments from MFT Funds (Section 05-00000-03-GN, 06-00000-04-GB and 07-00000-05-GB), seconded by Board Member Gerl. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman, Salgado, and Schultz were absent.)
17. Board Member Tassoni made a motion to approve (22-008) Resolution Authorizing the Approval of an Intergovernmental Agreement for Bridge Inspections for the Village of Cherry Valley, Illinois (Section 22-00706-00-BI), seconded by Board Member McCarthy. Discussion by Board Member Tassoni. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman, Salgado, and Schultz were absent.)
18. Board Member Tassoni made a motion to approve (22-009) Award of Bid for the 2022 Township Seal Coating Program, seconded by Board Member Nabors. Discussion by Board Member Tassoni, Motion was approved by a unanimous vote of all members present. (Board Members Hoffman, Salgado, and Schultz were absent.)

PUBLIC SAFETY AND JUDICIARY COMMITTEE

19. Board Member Gerl made a motion to approve a Resolution Authorizing the County Board Chairman to Amend Contracts for Health Care Services for Inmates of the Winnebago County Jail and Detainees of the Juvenile Detention Center, seconded by Board Member Lindmark. Discussion by County Administrator Thompson, Director of Purchasing Johns, and Board Members Arena, and Redd. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman, Salgado, and Schultz were absent.) Further discussion by Board Members Gerl and Lindmark.

UNFINISHED BUSINESS

20. Economic Development Committee

- A. Board Member Wescott made a motion to approve a Resolution to Grant Twenty Five-Thousand Dollars (\$25,000) from Host Fees to the Rockford Area Convention and Visitors Bureau (RACVB) to Support the Grand Fondo New York (GFNY) Event Laid Over from March 10, 2022 meeting, seconded by Board Member Fellars. Discussion by Board Member Sweeney. Board Member Sweeney made a motion to amend the Resolution, seconded by Board Member Crosby. Discussion by Chief of the Civil Bureau Vaughn, County Administrator Thompson, and Board Members Arena, Redd, and Nabors. Board Member Wescott moved to approve the amended Resolution, seconded by Board Member Nabors. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman, Salgado, and Schultz were absent.)

NEW BUSINESS

21. (Per County Board rules, passage will require a suspension of Board rules).

ANNOUNCEMENTS & COMMUNICATION

22. County Clerk Gummow submitted the Items Listed Below as Correspondence which were "Placed on File" by Chairman Chiarelli:
- A. County Clerk Gummow submitted from the United States Nuclear Regulatory Commission the following:
 - a. Annual Assessment Letter for Byron Station, Units 1 and 2 (Report 05000454/2021006 and 05000455/2021006)
 - b. Federal Register / Vol. 87, No. 45 / Tuesday, March 8, 2022 / Notices
 - B. County Clerk Gummow submitted from Mediacom a letter to inform that on or about April 7, 2022, Mediacom will be implementing changes and rate adjustments.

County Administrator Thompson spoke of an updated committee schedule and reminded Board Members the April 14, 2022 Board Meeting will be held at Veterans Memorial Hall.

Director of Development Services Dornbush provided the Board with updated maps.

Board Member McCarthy spoke of a neighborhood meeting he attended in the White Swan area.

ADJOURNMENT

23. Chairman Chiarelli entertained a motion to adjourn. County Board Member Goral moved to adjourn the meeting, seconded by Webster. Motion was approved by a voice vote. (Board Members Hoffman, Salgado, and Schultz were absent.)

The meeting was adjourned at 6: 35 p.m.

Respectfully submitted,



Lori Gummow
County Clerk
ar

CONSENT AGENDA

RAFFLE APPLICATION REPORT

Presently the County Clerk's office has Raffle Applications submitted by 10 different organizations for 10 Raffles.

All applying organizations have complied with the requirements of the Winnebago County Raffle Ordinance. All fees have been collected, bonds received and all individuals involved with the raffles have received the necessary Sheriff's Department clearance.

The Following Have Requested A Class A, General License				
LICENSE #	# OF RAFFLES	NAME OF ORGANIZATION	LICENSE DATES	AMOUNT
30685	1	HOLY FAMILY KNIGHTS OF COLUMBUS #470	05/14/2022-05/14/2022	\$ 4,999.00
30686	1	KNIGHTS OF COLUMBUS COUNCIL #7624	04/15/2022-06/26/2022	\$ 2,500.00
30687	1	PECATONICA FAN'S CLUB	07/23/2022-04/23/2022	\$ 2,000.00
30688	1	ROCKFORD UNIVERSITY	06/02/2022-06/02/2022	\$ 4,999.00
30689	1	ST. EDWARDS CHURCH	04/24/2022-07/31/2022	\$ 7,000.00
30690	1	ROCKFORD STEEL PIGS, INC.	05/01/2022-12/06/2022	\$ 600.00
30691	1	VIETNAM VETERANS OF AMERICA CHAPTER 984	05/01/2022-10/08/2022	\$ 2,650.00

The Following Have Requested A Class B, MULTIPLE (2, 3 OR 4) LICENSE				
LICENSE #	# OF RAFFLES	NAME OF ORGANIZATION	LICENSE DATES	AMOUNT

The Following Have Requested A Class C, One Time Emergency License				
LICENSE #	# OF RAFFLES	NAME OF ORGANIZATION	LICENSE DATES	AMOUNT

The Following Have Requested A Class D, E, & F Limited Annual License				
LICENSE #	# OF RAFFLES	NAME OF ORGANIZATION	LICENSE DATES	AMOUNT
30692	1	ELLIDA LODGE BOOSTERS	4/19/2022-04/19/2023	\$ 4,999.00
30693	1	ROCKFORD LIVE & LET LIVE SOCIETY	05/15/2022-05/15/2022	\$ 1,500.00
30694	1	WHITE EAGLE CLUB OF ROCKFORD	05/01/2022-04/30/2022	\$ 4,999.00

This concludes my report,

Deputy Clerk

Katie Wisocki

LORI GUMMOW
Winnebago County Clerk

Date 14-Apr-22

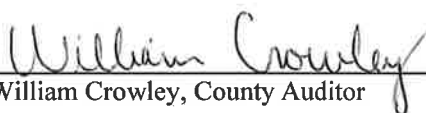
County Board Meeting: 4/14/22
RESOLUTION

TO THE HONORABLE COUNTY BOARD OF WINNEBAGO COUNTY:

Your County Auditor respectfully submits the following summarized report of the claims to be paid and approved:

	<u>FUND NAME</u>	<u>RECOMMENDED FOR PAYMENT</u>
001	GENERAL FUND	\$ 612,504
101	PUBLIC SAFETY TAX	\$ 611,797
103	DOCUMENT STORAGE FUND	\$ 7,710
105	VITAL RECORDS FEE FUND	\$ 759
106	RECORDERS DOCUMENT FEE FUND	\$ 22,037
114	911 OPERATIONS FUND	\$ 38,549
115	PROBATION SERVICE FUND	\$ 13,787
116	HOST FEE FUND	\$ 30,000
123	STATE DRUG FORFEITURE ST ATTY	\$ 500
129	COUNTY AUTOMATION FUND	\$ 9,013
131	DETENTION HOME	\$ 18,279
155	MEMORIAL HALL	\$ 8,694
158	CHILD ADVOCACY PROJECT	\$ 166
161	COUNTY HIGHWAY	\$ 125,810
164	MOTOR FUEL TAX FUND	\$ 183,456
165	TOWNSHIP HIGHWAY FUND	\$ 15,070
181	VETERANS ASSISTANCE FUND	\$ 8,805
185	HEALTH INSURANCE	\$ 225,289
194	TORT JUDGMENT & LIABILITY	\$ 17,776
196	MENTAL HEALTH TAX FUND	\$ 372,957
301	HEALTH GRANTS	\$ 99,207
302	SHERIFF'S DEPT GRANTS	\$ 288,877
304	PROBATION GRANTS	\$ 37,661
309	CIRCUIT COURT GRANT FUND	\$ 17,876
311	EMERGENCY RENTAL ASSISTANCE	\$ 104,565
312	EMERGENCY RENTAL ASSISTANCE II	\$ 370,635
313	AMERICA RESCUE PLAN	\$ 411,046
314	CJCC GRANTS FUND	\$ 2,547
401	RIVER BLUFF NURSING HOME	\$ 341,399
410	ANIMAL SERVICES	\$ 34,621
420	555 N COURT OPERATIONS FUND	\$ 13,922
430	WATER FUND	\$ 9,678
501	INTERNAL SERVICES	\$ 50,167
	 TOTAL THIS REPORT	 <u>4,105,159.00</u>

The adoption of this report is hereby recommended:



William Crowley, County Auditor

ADOPTED: This 14th day of April 2022 at the City of Rockford, Winnebago County, Illinois.

Joseph Chiarelli, Chairman of the
Winnebago County Board of
Rockford, Illinois

ATTEST:

Lori Gummow, Clerk of the Winnebago
County Board of Rockford, Illinois

Appointments



Joseph V. Chiarelli

County Board Chairman

County of Winnebago

Executive Summary

Date: April 14, 2022

From: County Board Chairman Joseph V. Chiarelli

Topic: **Board Appointment**

State of Illinois Public Act 099-0634 requires disclosure of appointments to local public entities. **County Code Chapter 2, Article II, Division 4, Section 2-88** states, "The chairman shall make all appointments to commissions, boards, authorities, or special districts with the advice and consent of the county board, or as otherwise provided by law."

Recommendation: County Board Chairman Joseph V. Chiarelli recommends **Elmer Jones** of Rockford, IL 61102 to serve a 3-year term from May 1, 2022 – April 30, 2025 on the Four Rivers Sanitation Authority Board of Trustees.

	Four Rivers Sanitation Authority
<i>Location:</i>	3501 Kishwaukee Street Rockford, IL 61109
<i>Service Description:</i>	Providing sanitary sewer services to the area under its jurisdiction including Rockford, Roscoe, Loves Park, Machesney Park, Winnebago, New Milford and unincorporated areas
<i>Board Composition:</i>	Five (5) members appointed by the County Board Chairman with the advice and consent of the County Board <ul style="list-style-type: none">• Can't be from the same municipality if more than one municipality in district• No more than 3 of 5 in the same political party• Must reside in district• All term dates expire April 30th and must be filled within 60 days of expiration.
<i>Origin of Entity:</i>	Sanitary District Act of 1917 (70 ILCS 2405/)
<i>Compensation:</i>	\$6,000 per year
<i>Bond:</i>	\$1,000
<i>Attorney:</i>	Ed Fitzgerald
<i>Meetings:</i>	4th Monday of the month, 5:15 pm Four Rivers Sanitation Authority, Graceffa Administration Building, 3501 Kishwaukee St., Rockford
<i>Property Tax/Funding:</i>	Levies a property tax, assesses fees for sewer services and replacement tax
<i>Consolidation/Dissolution Plans:</i>	If applicable

March 26, 2022

Dear Chairman Chiarelli,

Thank you for considering me for reappointment the Reclamation Board.

It would be an honor and a privilege to set the Board for three more years.
I have an exceptional rapport with the other trustees and the staff at the District.

I would be forever grateful if you put my name for reappointment.

Thank you,

Elmer Jones



Executive Summary

Date: April 14, 2022

From: County Board Chairman Joseph V. Chiarelli

Topic: **Board Appointment**

State of Illinois Public Act 099-0634 requires disclosure of appointments to local public entities.

County Code Chapter 2, Article II, Division 4, Section 2-88 states, “The chairman shall make all appointments to commissions, boards, authorities, or special districts with the advice and consent of the county board, or as otherwise provided by law.”

Recommendation: County Board Chairman Joseph V. Chiarelli recommends **Barton Munger** of Machesney Park, Illinois, to serve a 3-year term from May 2022-May 2025 on the Harlem-Roscoe Fire Protection District Board.

Harlem-Roscoe Fire Protection District	
<i>Location:</i>	10544 Main Street Roscoe, IL 61073
<i>Service Description:</i>	Provide fire emergency, medical, and other life safety services to resident of Machesney Park, Village of Roscoe and unincorporated area.
<i>Board Composition:</i>	Three (3) trustees appointed by the Winnebago County Board Chairman with the advice and consent of the County Board. Must reside in District.
<i>Bond:</i>	\$2,000
<i>Attorney:</i>	Don Larson
<i>Compensation:</i>	Trustee not to exceed \$1,500 per year, plus 50% if ambulance service
<i>Meetings:</i>	4th Monday of the month
<i>Origin of Entity:</i>	Fire Protection District Act (70 ILCS 705/1)
<i>Property Tax/Funding:</i>	District levies an annual property tax, charges for services and replacement tax
<i>Consolidation/Dissolution Plans:</i>	If applicable

March 25, 2022

My name is Bart Munger. I am currently finishing a 3-year term as a Trustee for the Harlem Roscoe fire district. I am writing this letter to you for consideration of re-appointment for trustee of the Harlem Roscoe Fire District. I have served as trustee for Harlem Roscoe Fire for a little over 20 years. During this time the fire district has seen tremendous growth in both residential and business occupants. Also, during this time our fire department has seen call volume increase as well. As a trustee, I enjoy being part of this growth, and the challenges this brings. I am always supportive of our fire/rescue members, as well as maintaining buildings and equipment, and meeting our fiscal responsibilities doing this.

Here is a little background about me:

I am a lifelong resident of the Harlem Roscoe fire district. I graduated from Harlem High School, and attended Rock Valley college. I retired 5 years ago from Woodward, where I enjoyed a 35-year career with the company. Being a trustee for the past 20+ years has been challenging, but also gives me a real sense of being a part of the community that I live in and the communities that the district serves. I enjoy keeping up with all the changes that the fire service sees, by keeping up with the new laws, statutes and regulations that change annually. Trustees must go thru several hours of continuing education annually, to make sure we keep up with all of these changes. I have done continuing education every year, and will do this as long as I am a trustee.

Thanks for your consideration,

Bart Munger



Executive Summary

Date: April 14, 2022

From: County Board Chairman Joseph Chiarelli

Topic: **Board Appointment**

State of Illinois Public Act 099-0634 requires disclosure of appointments to local public entities.

County Code Chapter 2, Article II, Division 4, Section 2-88 states, "The chairman shall make all appointments to commissions, boards, authorities, or special districts with the advice and consent of the county board, or as otherwise provided by law."

Recommendation: County Board Chairman Joseph Chiarelli recommends the reappointment of **Ronald Waldschmidt** of Davis, Illinois, to a 5-year term from May 2022 - April 2027 on the **Otter Creek Lake Utility District Board**.

	Otter Creek Lake Utility District
<i>Location:</i>	1284 Lake Summerset Road, Davis, IL 61019
<i>Service Description:</i>	Multi County water and sewer utility that serves the Lake Summerset subdivision in Winnebago and Stephenson County
<i>Board Composition:</i>	Three members from Winnebago County appointed by the Winnebago County Board Chairman with the advice and consent of the County Board
<i>Compensation:</i>	None
<i>Bond:</i>	\$5,000.00
<i>Attorney:</i>	G. Michael Scheurich/Guyer & Enichen 815/636-9600
<i>Meetings:</i>	4th Tuesday of the month
<i>Origin of Entity:</i>	Public corporation existing pursuant to the Illinois Public Water District Act 70 ILCS 3705/0.01
<i>Property Tax/Funding:</i>	Charges for services for water and sewer
<i>Consolidation/Dissolution Plans:</i>	If applicable

G. MICHAEL SCHEURICH
JAMES E. TUNEBOG
JOHN D. LANPHER
JAMES A. RODRIGUEZ
JAMES P. HURSH

ANN M. DITTMAR, Of Counsel
ADRIAN C. CROW, Of Counsel

GUYER & ENICHEN
A PROFESSIONAL CORPORATION COMPRISED
OF PROFESSIONAL CORPORATIONS
LAWYERS



2601 Reid Farm Road, Suite B, Rockford, IL 61114

Telephone: 815-636-9600

Facsimile: 815-636-9666

www.guyerlaw.com

STANLEY H. GUYER (1903-1986)
EDWARD J. ENICHEN (1929-2009)
EDWARD M. MAHER, Retired

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irodriguez@guyerlaw.com
jhursh@guyerlaw.com
acrow@guyerlaw.com

March 21, 2022

Mr. Joseph V. Chiarelli
Winnebago County Board Chairman
Winnebago County Board Office
404 Elm Street, Room 533
Rockford, IL 61101

Re: Otter Creek Lake Utility District

Dear Mr. Chiarelli:

Mr. J. Ronald Waldschmidt became a trustee for the Otter Creek Lake Utility District on January 24, 2006 and his term was subsequently extended to May of 2022. He has served in a responsible, intelligent manner, and has expressed a willingness to be appointed for another five year term as a trustee. The Otter Creek Board of Trustees has approved his nomination. A copy of his resume from the 2006 application is enclosed.

We request that the Winnebago County Board re-appoint Mr. Waldschmidt. Please advise the undersigned, as Secretary of the Board, of his re-appointment at your earliest convenience. If you need anything further on his behalf, please contact me immediately.

Very truly yours,

G. MICHAEL SCHEURICH

GMS/arr
Enclosure

J. RONALD WALDSCHMIDT
2358 Butternut Bend
Davis, IL 61019
(815) 248-4566

COPY

Birth Date: Jan. 2, 1947, Streator, IL
Hometown: Odell, IL

EDUCATION:

1965 Graduate – St. Paul High School, Odell, IL
1969 Graduate – St. Ambrose College, Davenport, IA – B.A. in Secondary
Education – Current Illinois Teaching Certificate

Graduate work at Western Illinois University and Northern
Illinois University in Education Administration

FAMILY:

1971 married Susan Milner, Rock Island, IL
Two children
Kristyn – Speech Pathologist at Fairview School in Rockford
Matthew – LifeTouch Publishing, Springfield, IL, sales

PROFESSIONAL:

Iowa Dept. of Social Services
Juvenile Parole Services
Resident Counselor - Annie Wittenmeier Home, Davenport, Iowa

Arrowhead Ranch, Coal Valley, IL
Student Counselor
Asst. Principal – Asst. Superintendent
Family and Youth Counselor

Rosecrance Memorial Homes, Rockford
Director of Rosecrance Rural Campus, Durand

24 years experience agricultural lending, sales,
sales management

A.C. McCartney Farm Equipment – participating partner
Currently V.P. Sales, Durand and Galesburg

ACTIVITIES:

Former:

Board of Director, Rock Island County Youth Services Bureau
Member of Mayor's Commission on Youth, City of Moline
Illinois Child Care Association member
Member Ogle County Extension Service Advisory Board
Past President Moline Eve Optimist Club (Life Member)
Past President, Rockton Rotary Club
Member Rochelle Rotary Club
Illinois Retail Farm Equipment Association
Senior High School teacher, St. Mary's Education Program, Durand
Member Durand Board of Education
Elected 1985, President 1988-89-90
Appointed to Community Residential Service Authority Board by Rep. Richard Mulcahey 1992
Reappointed by Rep. Joel Brunsvold 1994
Reappointed by Governor's Office 1998 and 2002

Current:

Elected Township Supervisor – Laona Township, Winnebago
County – 3rd term
Chairman – Winnebago County Township Officials



Executive Summary

Date: 5/13/21

From: County Board Chairman Joseph V. Chiarelli

Topic: **Board Appointment**

State of Illinois Public Act 099-0634 requires disclosure of appointments to local public entities.

County Code Chapter 2, Article II, Division 4, Section 2-88 states, "The chairman shall make all appointments to commissions, boards, authorities, or special districts with the advice and consent of the county board, or as otherwise provided by law."

Recommendation: County Board Chairman Joseph V. Chiarelli recommends **Carol Lamb** of Rockton, Illinois to serve a 5-year term from May 2022 to May 2027 on the North Park Public Water District Board.

	North Park Water District
<i>Location:</i>	1350 Turret Drive, Machesney Park, IL
<i>Service Description:</i>	Provide water to a population of 33,000 and serves over 12,000 households and businesses in the Machesney Park, Roscoe, and Loves Park area
<i>Board Composition:</i>	Seven members that must reside in the District are appointed by the Winnebago County Board Chairman with the advice and consent of the County Board
<i>Compensation:</i>	\$1200 per year
<i>Bond:</i>	\$3,000
<i>Attorney:</i>	Robert Fredrickson, Reno & Zahm LLP
<i>Meetings:</i>	4 th Wednesday of the month
<i>Origin of Entity:</i>	Public Corporation chartered on May 9, 1955 organized under 70 ILCS 3705/) Public Water District Act.
<i>Property Tax/Funding:</i>	Revenue from charges for service for water
<i>Consolidation/ Dissolution Plans:</i>	<i>If applicable</i>



Board of Trustees

James Hall, Chairman	Todd Scott
Deborah Nelson, V. Chairman	Keli Freedlund
Carol Lamb	Brett Hruby
Karen Biever	

Kelly Saunders, Chief Executive Officer

March 31, 2022

Mr. Joseph Chiarelli, Chairman
Attn. Karen Elyea
404 Elm Street Room 533
Rockford, IL 61101

RE: North Park Public Water District Board Trustee Reappointment – Carol Lamb

Dear Chairman Chiarelli,

The Board of Trustees of the North Park Public Water District respectfully requests your consideration in the reappointment of Trustee Carol Lamb.

Trustee Lamb has been a very active board member since 1992. She has been proponent of the North Park Public Water District through her active participation at Board meetings and civic events.

As a crucial part of our Board of Trustees, I believe Trustee Lamb's participation and insight have assisted us in becoming the respected leader in the water industry that we are today.

Sincerely,

James Hall, Chairman
North Park Public Water District
Board of Trustees

CC:

Robert A. Fredrickson, Esq. – District Attorney
Kelly Saunders, CEO

Carol Lamb
14914 Prairie Avenue
Rockton, IL 61072

March 10, 2022

Mr. Joseph Chiarelli
County Board Chairman
404 Elm Street Room 533
Rockford, IL 61101

Attn. Karen Elyea

Dear Chairman Chiarelli,

I respectfully request your consideration in the reappointment of my participation on the Board of Trustees for North Park Public Water District.

I began my tenure on the Board in 1992. I support the positive initiatives and forward thinking of management and the staff at the district.

It has been a pleasure to serve as a Trustee and I would be honored to continue my service.

Sincerely,



Carol R. Lamb

cc:

Robert A Fredrickson, District Attorney
Kelly Saunders, Chief Executive Officer



Executive Summary

Date: April 14, 2022

From: County Board Chairman Joseph V. Chiarelli

Topic: **Board Appointment**

State of Illinois Public Act 099-0634 requires disclosure of appointments to local public entities.

County Code Chapter 2, Article II, Division 4, Section 2-88 states, "The chairman shall make all appointments to commissions, boards, authorities, or special districts with the advice and consent of the county board, or as otherwise provided by law."

Recommendation: County Board Chairman Joseph V. Chiarelli recommends:

Julie Dodd of Rockford, Illinois, 61109 to serve a 3-year term from May 2022 – May 2025 on the New Milford Fire Protection District Board.

	New Milford Fire Protection District
<i>Location:</i>	2177 Will James Road Rockford, IL 61109
<i>Service Description:</i>	Provides fire, emergency, medical and other life safety services to Southern Winnebago and Ogle Counties
<i>Board Composition:</i>	Three trustees appointed by the Winnebago County Board Chairman with the advice and consent of the County Board
<i>Compensation:</i>	\$1,200 per year / \$100 per monthly meeting
<i>Bond:</i>	\$2,000.00
<i>Attorney:</i>	Jim Stevens (815) 962-6611
<i>Origin of Entity:</i>	Fire Protection District Act (70 ILCS 705/1)
<i>Property Tax/Funding:</i>	District levies and annual property tax, charges for services and replacement tax
<i>Consolidation/Dissolution Plans:</i>	<i>If applicable</i>

March 31, 2022

Mr. Joseph V. Chiarelli
Winnebago County
404 Elm Street
Rockford, IL 61101

Dear Mr. Chiarelli:

My name is Julie Dodd and I am currently serving as secretary for the New Milford Fire Protection District Board of Trustees. It is my understanding that my term is about to expire. I am writing to you today to express my interest in continuing with another 3 year term.

My husband and I have lived in the New Milford area for approximately the last 26 years. We have raised our family here and are now raising a grandchild.

I am still employed by the Winnebago County Sheriff's Department and have been there now for 28 years. I truly enjoy working with both law enforcement and the fire department.

I am writing today to request to be reappointed as Secretary of the New Milford Fire Protection District Board of Trustees for another term. I would like the opportunity to continue to serve the people of New Milford and the fire district.

As always, thank you for your time and I look forward to hearing from you soon.

Sincerely,

Julie Dodd
2055 Schell Drive
Rockford, IL 61109
815-262-8135



Executive Summary

Date: 4/14/22

From: County Board Chairman Joseph V. Chiarelli

Topic: **Board Appointment**

State of Illinois Public Act 099-0634 requires disclosure of appointments to local public entities.

County Code Chapter 2, Article II, Division 4, Section 2-88 states, “The chairman shall make all appointments to commissions, boards, authorities, or special districts with the advice and consent of the county board, or as otherwise provided by law.”

Recommendation: County Board Chairman Joseph V. Chiarelli recommends **Gregory Gill** of Machesney Park, Illinois to serve a 3-year term from May 2022 – May 2025 on the Northwest Fire Protection District.

	Northwest Fire Protection District
<i>Location:</i>	3222 N. Central Ave Rockford, IL 61101
<i>Service Description:</i>	Provides fire emergency, medical, and other life safety services to residents of Machesney Park and unincorporated Winnebago County
<i>Board Composition:</i>	Three trustees, must reside in District, appointed by the Winnebago County Board Chairman with the advice and consent of the County Board
<i>Compensation:</i>	Not to exceed \$1,000.00 per year
<i>Bond:</i>	\$2,000.00
<i>Attorney:</i>	Louis Bowman – 401 West State Street, Suite 201, Rockford, IL 61101-1220 – 815/964-5035
<i>Meetings:</i>	every 3rd Tuesday of the Month at 7 pm
<i>Origin of Entity:</i>	Fire Protection District Act (70 ILCS 705/1)
<i>Property Tax/Funding:</i>	District levies on annual property tax, charges for services and replacement tax
<i>Consolidation/Dissolution Plans:</i>	If applicable

Winnebago County Board ,

It has come to my attention that my term as a board member of the Northwest Fire Protection District will expire in May of this year 2022 . My position with the N.W.F.P.D. board of Trustees is the Treasurer .

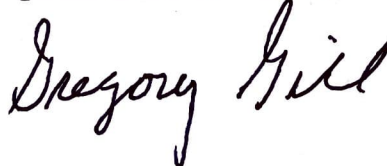
I wish to be reappointed as a member of the Board of Trustees . The last five years as Trustee have been a way for me to serve our community . We are a three member board who together have continued to serve and be intrusted with the Districts funds.

My experience as a first responder before becoming a Trustee has been an asset . By that I mean that to be in control of the property of the district and to be assured that it is properly used is the most important aspect of the position. But also the safety and well being of the N.W.F.P.D. personnel is another important part of our responsibilities . That is where my background as a first responder is an asset .

I was a member of the German Valley Fire Department for twelve years where I reached the level of Captain . Then with the Win-Bur-Sew Fire Protection District reaching the level of Captain again . When we moved to Machesney Park I joined the N.W.F.P.D. in 2007 after serving for several years and also reaching the level of Captain also . I retired from the department to spend more time with family.

I look forward to being a part of the N.W.F.P.D. board of Trustees now, and in the future. Thank you for your time .

GREGORY GILL

A handwritten signature in black ink that reads "Gregory Gill". The signature is written in a cursive style with a large, stylized 'G' and 'G'.



Executive Summary

Date: April 14, 2022

From: County Board Chairman Joseph V. Chiarelli

Topic: **Board Appointment**

State of Illinois Public Act 099-0634 requires disclosure of appointments to local public entities.

County Code Chapter 2, Article II, Division 4, Section 2-88 states, "The chairman shall make all appointments to commissions, boards, authorities, or special districts with the advice and consent of the county board, or as otherwise provided by law."

Recommendation: County Board Chairman Joseph V. Chiarelli recommends:

David Bliss of Durand, Illinois, 61024 to serve a 3-year term to end May 2025 on the Durand Sanitary District Board.

Durand Sanitary District	
<i>Location:</i>	308 W. Main Street, Durand, IL 61024
<i>Service Description:</i>	Provides sanitary sewer service to the Durand area
<i>Board Composition:</i>	Three members, must reside in District, appointed by the Winnebago County Board Chairman with the advice and consent of the County Board
<i>Compensation:</i>	\$500 per year
<i>Bond:</i>	\$10,000
<i>Attorney:</i>	Christopher Cocoma
<i>Meetings:</i>	2 nd Tuesday of the month
<i>Origin of Entity:</i>	Sanitary District Act of 1917 (70 ILCS 2405/3)
<i>Property Tax/Funding:</i>	District levies an annual property tax, charges for service and replacement tax
<i>Consolidation/Dissolution Plans:</i>	If applicable

April 6, 2022

Dear Winnebago Co. Board Members:

I have enjoyed serving on the Durand Sanitary District since 2007. As my three-year term expires this May of 2022, I am writing to express my wish to serve another term on the District Board. Our board prides itself on properly maintaining our system and providing the best service for our residents while keeping the property tax levy low. I look forward to continuing my work with the board.

Thank you for your consideration in my reappointment.

Sincerely,

David Bliss



Executive Summary

Date: April 14, 2022

From: County Board Chairman Joseph V. Chiarelli

Topic: **Board Appointment**

State of Illinois Public Act 099-0634 requires disclosure of appointments to local public entities.

County Code Chapter 2, Article II, Division 4, Section 2-88 states, "The chairman shall make all appointments to commissions, boards, authorities, or special districts with the advice and consent of the county board, or as otherwise provided by law."

Recommendation: County Board Chairman Joseph V. Chiarelli recommends **Thomas Ewing** of Rockford, Illinois, to serve a 2-year term from May 1, 2022 to April 30, 2024 on the Board of Review.

Board of Review	
<i>Location:</i>	County Administration Building, 404 Elm Street, Rockford, IL 61101
<i>Service Description:</i>	Provides property owners a venue to resolve assessed value complaints. Serves as the final local administrative review for assessment complaints. https://wincoil.us/departments/supervisor-of-assessments/board-of-review/ https://wincoil.us/media/315659/2021_board_of_review_rules_-_approved_21.0.pdf
<i>Board Composition:</i>	Three (3) members appointed by the County Board Chairman with advice and consent of the County Board. No more than two of the Board Members may be affiliated with the same political party (<i>added members may be appointed in emergency situation</i>) Must reside in Winnebago County Experienced in property appraisal and tax administration Must pass Review Exam
<i>Term of Office:</i>	Two (2) years
<i>Compensation:</i>	Two members \$27,809.86 Annually, Chairman \$32,959.68 annually
<i>Bond:</i>	None
<i>Attorney:</i>	States Attorney's Office
<i>Meetings:</i>	Convenes first Monday in June, meets until work complete, no later than 3/15.
<i>Origin of Entity:</i>	Property Tax Code 35 ILCS 200 Section 6 and Section 16
<i>Property tax/Funding:</i>	Funded through the General Fund which includes property tax revenue.
<i>Consolidation plans:</i>	If applicable

March 17, 2022

Good morning Chairman,

Winnebago County Board of Review Chairman, Tom Ewing (R) is up for reappointment this year. This would be a two year appointment which is required to be an individual affiliated with the Republican Party, as provided by statute, per the results of the last General Election.

This appointment would begin on June 1st 2022.

If you have any questions or need anything additional, please let me know.

All the best,

Tom Hodges

Supervisor of Assessments

Winnebago County | Supervisor of Assessments Office

404 Elm St. Rockford, IL 61101 | Room 301

W: (815)319-4468 C: (309)241-6938

thodges@wincoil.us

www.wincoil.us



WINNEBAGO COUNTY
ILLINOIS

Thomas Ewing
5062 Bent Tree Ct.
Rockford, IL 61114
815-703-6677

March 22, 2022

Chairman Joe Chiarelli
Winnebago County Board
404 Elm Street – Room 533
Rockford, IL 61101

Dear Chairman Chiarelli:

I wanted to let you know how much I have appreciated my appointment to serve on the County Board of Review. I have been on the board since September 26, 2011, and am currently serving as Chairman. I take this position and my responsibilities very seriously, both in verifying assessed values during the preliminary stages and conducting hearings on all types of real estate assessment complaints.

The three members of the Board of Review worked diligently to treat all complainants fairly and with respect, while determining the correctness of a property's assessment. We adjust the assessment based on evidence provided along with our many years of experience in real estate. It has been my honor to serve the county in this position.

Please consider this letter to serve as my request for reappointment to the Winnebago County Board of Review for the upcoming two-year term, beginning June 1, 2022. I am available for questions at the phone number above.

Attached is a resume for your review. Thank you for your consideration.


Thomas Ewing

**Thomas Ewing
Biography
Keller Williams Commercial Real Estate**

- **1976-1979: United Bank of Illinois as Loan Collection Manager & Business Development**
- **1979-1999: Vice President of Atwood Enterprises and United Realty Corporation – full service corporate real estate company for the Rockford Atwood Family real estate holdings. Duties included heading up all management activities, asset management, annual budgeting of \$10 million. Some of the responsibilities included, but were not limited to: Leasing, sales, budgeting, appraising, projecting rent pro-forma, recommending capital expenditures, negotiating contracts, overseeing the maintenance department, recommending disposal of surplus properties, negotiating insurance packages, performing financial analysis for ownership's review, property inspections and construction negotiations. Total portfolio managed in excess of \$100 million.**
- **2000-2006: Broker Associate with Doyle Woodhouse & Moore Realtors. Full time commercial agent. Activities included: Sales, leasing, property management and acting as a Court-Appointed Receiver for several banks. Ewing was appointed to head up the commercial REO activities for AMCORE Bank.**
- **2006-2011: Broker Associate with RE/MAX Property Source. Full time commercial agent. Activities included: Sales, leasing, property management and acting as a Court-Appointed Receiver for several banks. Ewing was appointed to head up the commercial REO activities for AMCORE Bank.**
- **2011- 2015: Broker Associate with Berkshire Hathaway Home Services, p/k/a Prudential Starck Realtors. Full time Managing Broker Associate. Ewing continues practicing real estate as a full-service real estate broker in most areas of commercial real estate and residential properties as well.**
- **2015 – Present: Managing Broker Associate and Director of Commercial with Keller Williams Realty Signature. Full-Service real estate broker, providing services in the following areas: Commercial, retail, office, industrial, multi-family, single family, land, appraisal (BPOs), Court-Appointed Receiverships and sale of businesses.**
- **2000-Present: Court-Appointed Receiver for the States of Wisconsin and Illinois.**

EDUCATION

- 1974 Illinois State University - BS Business Administration
- 1983 CPM Certified Property Manager from Institute of Real Estate Management, Chicago
- 1986 RPA Real Property Administrator from BOMA Building Owners & Managers Association.
- 1988 MCR Master of Corporate Real Estate from NACORE National Association of Corporate Real Estate Executives, now known as CoreNet Global.
- 2003 ABR – Accredited Buyer's Representative designation.
- 2008 CCIM Certified Commercial Investment Member

PROFESSIONAL AFFILIATIONS

- **Rockford Area Association of Realtors**
 - 2014-16 Board Member of Northern Illinois Commercial Association of Realtors
 - 2013-15 Chairman of Finance Committee & Compensation Committee
 - 2012-13 President of Rockford Area Association of Realtors
 - 2011-12 President-Elect – Rockford Area Association of Realtors
 - 2010-11 Secretary/Treasurer – Rockford Area Association of Realtors
 - Past Chairman – RAR Commercial & Industrial Committee for several years
 - Member of Pro Standards Committee for several years to present
 - Past Member of Grievance Committee
- **Illinois Association of Realtors**
 - 2014-15 Chairman of IAR Commercial/Industrial/Investment Committee
 - 2014-15 Member of Public Policy & Government Affairs Involvement Group
 - 2013-14 Vice Chair of IAR Commercial/Industrial/Investment Committee
 - Past Member of Economic Development Committee Working Group 2 years
 - Member of Commercial & Industrial Committee 10+ years
- **National Association of Realtors**
 - Member of Legislative & Regulatory Sub Committee under the Commercial & Industrial Committee 2011-13 & 2015-17.

LICENSES

- Illinois Real Estate Broker
- Wisconsin Real Estate Broker

Thomas Ewing Biography:

Thomas Ewing CCIM is known as a Commercial and Industrial Expert who understands the intricacies of this specialized market. As a Certified Commercial Investment Member, or CCIM, Tom is a leading expert in commercial investment real estate and has completed advanced coursework in financial and market analysis. With over 40 years in the industry, Tom has the experience and knowledge to ensure his clients get the greatest of outcomes. From accountants to lawyers, lending to title work, lawn care to building maintenance, Tom and his extensive network of local, regional, and national contacts will assist in all aspects of your real estate transaction. He also has experience in residential real estate, property management, and as a court-appointed receiver.

As a professional real estate advisor, Tom's thoroughness ensures his clients receive the most accurate information on every transaction. He is a realist and will speak honestly and candidly with his clients about goals and expectations. Tom is a diligent listener and his attention to detail is unsurpassed.

As the Commercial Director for Keller Williams Realty Signature, Tom enjoys sharing his experience and knowledge by educating veteran agents and mentoring new agents joining the profession to further enhance their real estate proficiency and expertise.

Tom also enjoys his time outside of work by spending time with his family, golfing, and dining out around town. He has been involved with many organizations in his 40 plus years in Rockford; A Past President of the Rockford Area Association of Realtors, Chairman of the Winnebago County Board of Review, Past Member of the National Association of Realtors Commercial Committee, Current Member of Illinois Realtors Commercial and Property Management Committee, Past President of the Rockford East Rotary Club, Class Coordinator - Community Bible Study, Member - Board of Directors - Fairhaven Christian Retirement Center.

State of Illinois
Department of Financial and Professional Regulation
Division of Real Estate

LICENSE NO.
471.001821

The person, firm, or corporation whose name appears on this certificate has complied with the provisions of the Illinois Statutes and/or rules and regulations and is hereby authorized to engage in the activity as indicated below:

EXPIRES:
04/30/2023

LICENSED REAL ESTATE MANAGING BROKER

THOMAS G EWING
5062 BENT TREE CT
ROCKFORD, IL 61114

QR Code

Sponsor: SIGNATURE REAL ESTATE BROKERAGE LLC (481.011083)
 Sign and date below to terminate

Sponsor Signature _____ Termination date _____

  DEBORAH HAGAN
SECRETARY  MARIO TRETO, JR.
DIRECTOR

The official status of this license can be verified at www.idfpr.com 15652835

Cut on Dotted Line ✂

For future reference, IDFPR is now providing each person/business a unique identification number, 'Access ID', which may be used in lieu of a social security number, date of birth or FEIN number when contacting the IDFPR. Your Access ID is: 3207137

LICENSE NO.
471.001821

Department of Financial and Professional Regulation
Division of Real Estate



QR Code

**LICENSED REAL ESTATE
MANAGING BROKER**

THOMAS G EWING

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Cut on Dotted Line ✂

The State of Wisconsin
Department of Safety and Professional Services
REAL ESTATE EXAMINING BOARD

Hereby certifies that

THOMAS GEWING

was granted a license to practice as a

REAL ESTATE BROKER

*in the State of Wisconsin in accordance with Wisconsin Law
on the 24th day of August in the year 2007.*

The authority granted herein must be renewed each biennium by the granting authority.

In witness thereof, the State of Wisconsin

Real Estate Examining Board

*has caused this certificate to be issued under
its official seal.*



David B. Linn
DEPS Secretary

Thomas J. Radtke
Chairperson

Deanna M. Pierce
Secretary

This certificate was printed on the 3rd day of November in the year 2020

Reports of Standing Committees

FINANCE COMMITTEE



Resolution Executive Summary

Prepared By: David J. Rickert
Committee: Finance Committee
Committee Date: 4-7-2022
Resolution Title: Resolution Adopting the Fiscal Year 2023 Budget Policy
County Code: N\A
Board Meeting Date: 4-14-2022

Budget Information:

Was item budgeted? N\A	Appropriation Amount: N\A
If not, explain funding source: N\A	
ORG/OBJ/Project Code: N\A	Budget Impact: N\A

Background Information: The County's budget process is governed by Illinois Compiled Statutes (55 ILCS 5/6) and Winnebago County Board Policies. In addressing concerns for maintaining financial strength while protecting the interest of the taxpayer, the County Board is implementing the following directives for the development of the fiscal year 2023 budget

Recommendation: Administration supports this resolution

Contract/Agreement: N/A

Legal Review: N/A

Follow-Up: N/A

2022 Fiscal Year

Sponsored by:
Jaime Salgado, Finance Committee Chairman

Finance: April 7, 2021
Lay Over: April 14, 2021
Final Vote: April 28, 2021

2022 CO

TO: THE HONORABLE BOARD MEMBERS OF THE COUNTY OF WINNEBAGO, ILLINOIS

RESOLUTION ADOPTING FISCAL YEAR 2023 BUDGET POLICY

WHEREAS, the County Board wishes to adopt a budgetary process for use in the 2023 fiscal year; and

WHEREAS, the County Administration has created a process based on sound financial principals for use in the 2023 fiscal year.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois that it adopts the budgetary process presented by the County Administration for the 2023 fiscal year, a copy of which policy is attached to this Resolution as Exhibit A.

BE IT FURTHER RESOLVED that this Resolution shall be in full force and effect immediately upon its adoption.

BE IT FURTHER RESOLVED, that the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the County Board Chairman and all County department heads.

Respectfully Submitted,
FINANCE COMMITTEE

(AGREE)

(DISAGREE)

JAIME SALGADO,
FINANCE CHAIRMAN

JAIME SALGADO,
FINANCE CHAIRMAN

JEAN CROSBY

JEAN CROSBY

JOE HOFFMAN

JOE HOFFMAN

PAUL ARENA

PAUL ARENA

STEVE SCHULTZ

STEVE SCHULTZ

KEITH McDONALD

KEITH McDONALD

JOHN BUTITTA

JOHN BUTITTA

The above and foregoing Resolution was adopted by the County Board of the County of

Winnebago, Illinois this ____ day of _____ 2022.

JOSEPH CHIARELLI
CHAIRMAN OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

ATTESTED BY:

LORI GUMMOW
CLERK OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

Winnebago County Fiscal Year 2023 Budget Policy

Winnebago County Government operates on policies designed to protect the County's assets and taxpayers' interests, provide guidance to employees, and serve the public efficiently. It is the intent that the policy statements be used to avoid conflicting goals or activities, which may have a negative impact on the overall financial position of the County. The County's system of internal accounting controls is designed to provide reasonable assurance that the financial records are reliable for preparing financial statements and maintaining accountability for assets and obligations.

The County's budget process is governed by Illinois Compiled Statutes (55 ILCS 5/6) and Winnebago County Board Policies. In addressing concerns for maintaining financial strength while protecting the interest of the taxpayer, the County Board is implementing the following directives for the development of the fiscal year 2023 budget:

Financial Strength

The County has been significantly impacted financially by the COVID-19 crisis. Revenues have been and will be reduced due to stay at home orders, business closings, unemployment and other factors. While the balances in the General Fund are above the 90 day reserve amount in fiscal year 2022, the 1% Public Safety Sales Tax is not when bond transfers are taken into consideration (the criteria used by bond rating agencies). Fund balances in other non-general funds have also seen significant reductions due to the COVID crisis and will be impacted in future years as well.

Budget Submittal

Elected Officials and Department Heads shall be provided budget worksheets with existing levels of funding. Based on revenue estimates for the current and next fiscal year, funding levels may be reduced from the current year's appropriations. Elected Officials and Department Heads are encouraged to analyze all services and programs for the cost of the programs, citizen demand, and mandated by Federal, State or County law. Elected Officials and Department Heads must provide position descriptions and corresponding wages to support the salary line items included in the budget worksheet. There is no guarantee staffing will remain at current levels.

Supplemental Requests

Due to anticipated revenue shortfalls in the 2023 budget year no additional funding will be provided during the budget preparation process. Exceptions may be considered by the County Administrator on a case by case basis. Departments with contractual agreements may be required to make budget adjustments in order to meet contractual obligations.

Federal and State Funded Programs

In the event of loss of Federal or State funding and/or reimbursement for specific services, it is understood that Department/Elected Official will be expected to either reduce funded services or identify other reductions/revenue increases to offset the losses. Exceptions will be addressed on a case by case basis.

User Fees and Charges

All user fees and charges should be reviewed by County Administration, Elected Officials and Appointed Department Heads on an annual basis to ensure the fee collected is covering the cost of service provided (subject to State Statutes).

The County charges user fees for items and services which benefit a specific user more than the general public. State statutes or an indirect cost study determines user fees. Fee studies based on costs are conducted as needed to determine the level of fees needed to equal the total cost of providing the service.

Revenue Estimations

The County will project annual revenues on a conservative analytical basis to protect it from short-run fluctuations in any one revenue source. In instances where the County is providing non-mandated services and the revenue stream(s) is/are not covering the costs of said services, direction will be requested by County Administration from the reporting Liaison Committee (and if necessary the full County Board) on whether said service should be allowed to continue and supplemented with County funds.

Nonrecurring (one-time) revenue sources will be used for operations unless directed for a specific use by the County Board.

Consumer Price Index

Winnebago County is mandated to follow the Illinois Property Tax Extension Limitation Law (PTELL) by the State of Illinois. PTELL allows governing bodies the ability to cover

the costs of inflationary increases incurred in their day to day operations by increasing their previous year's extension by the CPI or 5%, whichever is smallest. For fiscal year 2023 the CPI is 5.0%. During the budget process, County Administration will present the increases available if the County Board chooses to capture new growth and/or to utilize the CPI increase authorized under PTELL in the calculation of property tax revenues when developing the fiscal year 2023 budget. The Finance Committee will inform the Chief Financial Officer of the amount of the levy to include in the budget document.

Fund Reserves

It shall be the intent of the County Board to maintain an unrestricted (total of unassigned) fund balance equal to three months of budgeted operating expenditures.

Given the impact of the COVID-19 in fiscal year 2021 and 2022 fund balances have dropped below the 90 day (3 month) reserve level in the Public Safety Sales Tax Fund. It should be the objective of the 2023 Budget Policy to increase the fund balance back to the 90 day reserve level.

Alternative Service Delivery & Outsourcing

Many forms of government are looking at new methodologies in providing needed services while controlling costs. The County Board is requesting all Department Heads and Elected Officials to review the cost of service delivery within their departments and to consider other cost saving options. Below is a brief narrative of methods being considered:

- Outsourcing - The organization utilizes an outside contractor to provide the service. Costs still exist for the organization, but if done correctly should be lower than providing the service with in-house employees.
- Privatization - The organization sells the operation's assets and walks away from the service responsibility. Eliminates all future cost to the organization.

Wage Adjustments

The Finance Committee will provide the County Administrator the non-union employee wage increase rate to include in the budget document. The Finance Committee will make a recommendation no later than the 1st Finance Committee meeting in June.

Priorities

Direction is hereby given to the County Administrator to create the fiscal year 2023 budget with the following priorities:

1. Debt service payments required
2. Contractual payments based on lease agreements, software agreements and other contractual agreements
3. Mandated services at affordable funding levels
4. All operating necessities (Utilities, IMRF, Health Insurance, Liability Insurance)
5. General operating costs to provide services
6. Non-Union employee compensation
7. Capital needs of the organization
8. Meeting the 25% unrestricted reserve requirement of the General Fund and PSST Fund
9. Outside agency funding to include non-obligated Host Fee Grants and local matching grants

The pages that follow provide further definitions and guidelines for the development of the fiscal year 2023 budget, and should be considered as directives from the County Board.

Accounting/ Auditing

State statutes require an annual audit by independent certified public accountants (55 ILCS 5/6-31003). A Comprehensive Annual Financial Report shall be prepared according to the criteria set by the Government Finance Officers Association (GFOA). The County follows Generally Accepted Accounting Principles (GAAP) as set forth by the Governmental Accounting Standards Board (GASB).

Accounting and Financial Reporting Policies

The accounting policies of the County of Winnebago, Illinois will conform to generally accepted accounting principles as applicable to governmental units. The accepted standard-setting body for establishing governmental accounting and financial reporting principles is the Governmental Accounting Standards Board (GASB). It shall be the intent of the County to maintain a self-balancing set of accounts on an on-going basis to be closed quarterly. The general ledger will be closed by the Finance department no later than 45 days after month end. The books shall remain open 90 days after the fiscal year end.

It shall be the intent of the County to maintain a program of internal controls to safeguard all assets and ensure effective and efficient use of all assets. It shall be the responsibility of the Finance Director to establish a formal set of "best practice" internal controls. In addition, the County Auditor shall ensure that all departments comply with those controls.

It shall also be the intent for the independent auditor to review the system of internal controls and report any weaknesses detected to the Board as part of the annual audit.

It shall be the intent of the County to utilize fund accounting principles and generally accepted accounting practices in the recording of all financial transactions. The general ledger shall be maintained on a cash basis, with the intent to move to an accrual basis on a quarterly basis. The Finance Committee will be provided with budget versus actual revenue and expenditure reports on a quarterly basis.

It shall be the intent of the County to prepare annually a Comprehensive Annual Financial Report to be presented to the Board no later than 180 days after year-end. The Comprehensive Annual Financial Report should be audited by an independent CPA firm experienced in governmental auditing. It shall be the further intent of the County to present its Comprehensive Annual Financial Report to the Government Finance Officers Association to receive the Certificate of Excellence award in financial reporting. If at any time the County will not receive an unqualified opinion from the CPA firm, the CPA firm and the Finance Director will notify the Board prior to the issuance of the report.

It shall be the intent of the County to maintain a capital asset ledger of all permanent assets acquired. The Finance department will maintain these asset records on an on-going basis to ensure proper controls and report annually regarding these records to the Board. No asset will be considered fixed unless its value or component value exceeds \$12,000 dollars or in the case of infrastructure assets purchased or acquired with an original cost of \$50,000 or more.

Depreciation will be charged on all capital assets. This policy is consistent with the requirements of GASB Statement No. 34. Depreciation will be recorded on a straight-line basis over the normal useful life of the asset.

It shall be the intent of the County to manage all accounts receivable. Accounts receivable are created by operations in certain departments and offices. In general, they arise at the renewal of a permit or license from departments such as Health, River Bluff Nursing Home or Transportation. The department or office that is responsible for the billing is responsible for collections and managing receivables. Consistent with good financial management, each department and office will age their receivables. Departments and Offices shall continue collection efforts.

It is the intent of the County to comply with the modified accrual basis of accounting, in which revenues are recorded when they are both measurable and available. The County considers revenue to be available if they are collected within 60 days of the end of the current fiscal period for property taxes, 180 days of the end of the current fiscal period for certain health department and County reimbursable grants, and 90 days of the end of the current fiscal period for all other amounts.

Appropriation

All operating funds are appropriated in the "Official Budget". Appropriations will be considered the maximum authorization to incur obligations and not a mandate to spend.

Balanced Budget by Fund

The intent of the Finance Committee is the budget must balance expenditures against available revenues and fund balance by fund.

Budget Presentation

When an Elected Official/Department Head has completed the required budget forms, a meeting will be scheduled (if necessary) with the County Administrator and Chief Financial Officer to review and ensure budget policy compliance. Concerns and or issues should be addressed by the Department Head/Elected Official at this time. Upon review by County Administrator and Chief Financial Officer, the budget will be scheduled for presentation to the Finance Committee. Meetings will be scheduled with the Finance Committee (if necessary) for individual departments/Elected Official to address the Finance Committee regarding their individual budget requests.

Once the Finance Committee has reviewed departmental budgets, and the recommended supplemental requests have been approved, the budget is moved to the whole board to be placed on public display for a minimum of fifteen (15) days prior to final approval.

Capital Budget - Long Term

Each Department Head/Elected Official will submit a list of capital needs for the next three years. Funding for a capital plan will be reviewed in conjunction with the annual budget. Submittal of capital needs does not guarantee funding.

Fiscal Year

The County's fiscal year is October 1st through September 30th. (Set by County Board per 55 ILCS 5/6-1-001).

Grants

The importance of preparing and implementing a proper grant budget cannot be overstated. To inform the County Board of the value of a new grant program, the Board must have full knowledge of the total cost of the program and its funding sources. Too often, grant programs contain hidden costs.

- The County Board's definition of a new grant is:
 1. A grant that has not been awarded in the previous year
 2. A current grant (or renewal grant) whose financial terms have changed (grant award has increased, decreased, or added a local match, etc.)
 3. A grant whose local match financial requirements have changed
- Departments who apply for grants that require a local match must find the local match within their budgets.
- Upon notification of a grant award, departments will submit a budget amendment to the Chief Financial Officer to amend the respective budget.
- A 2/3rd vote of all members constituting the County Board is required to amend department budgets to reflect grant revenues and expenses (55 ILCS 5/6-1003).
- The term "grant" includes any form of funding or reimbursement for County Services from the State, Federal or third party agencies.

- Grants will be controlled at the operating budget level based on the County's fiscal year.
- The grant "operating-budget" will be periodically reviewed by the County Administrator and Finance Director to assure that the revenues and expenditures are consistent with the grant award.
- Revenue grants will be reviewed during the budget process.
- Grants will be reviewed semi-annually by the County Administrator or Finance of Director with the Department Head/Elected Official.

Investment Policy

The County Treasurer is responsible for the investing of all Winnebago County funds (55 ILCS 5/3-11006). It is always prudent for any public unit to have an Investment Policy in place for the purpose of safeguarding funds, equitably distributing the investments, and maximizing income of the governmental unit. The following policy is adopted for the Winnebago County Treasurer's Office.

Scope of Investment Policy

This Investment Policy applies to the investment activities of all funds under the jurisdiction of the Winnebago County Treasurer. This Investment Policy will also apply to any new funds or temporary funds placed under the jurisdiction of the Winnebago County Treasurer. The Illinois Compiled Statutes will take precedence except where this policy is more restrictive, wherein this policy will take precedence.

Objectives

The purpose of this Investment Policy of the Winnebago County Treasurer is to establish cash management and investment guidelines for the stewardship of public funds under the jurisdiction of the Winnebago County Treasurer. The specific objectives of this investment policy will be as follows:

1. Safety of Principal.

2. Diversity of investment to avoid unreasonable risks.
3. The portfolio shall remain sufficiently liquid to meet all operating costs, which may be reasonably anticipated.
4. The highest interest rate available will always be the objective of this policy, combined with safety of principal. The Winnebago County Treasurer will require full collateralization of any deposits.
5. In maintaining its investment portfolio, the Winnebago County Treasurer shall avoid any transaction that might impair public confidence in the Winnebago County Treasurer's Office.
6. The Winnebago County Treasurer will give consideration to the financial institutions positive community involvement when consideration is given to the financial institution to be used as a depository.
7. All funds will be invested for a period of one day or longer, depending on the requirement for the disbursement of funds.
8. All funds shall be deposited within two working days at prevailing rates or better, in accordance with Illinois Compiled Statutes.

Responsibility

All investment of funds under the control of the Winnebago County Treasurer is the direct responsibility of the Winnebago County Treasurer. The Winnebago County Treasurer shall be responsible for all transactions and shall establish a system of controls of the activities of all subordinates who are directly involved in the assistance of such investment activities.

Prudence

The standard of prudence to be used by investment officials shall be the "prudent person," and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and exercising due diligence shall be relieved of personal responsibility for any individual securities credit risk or market price changes, provided that deviations from expectation are reported in a timely fashion, and appropriate action is taken to control adverse developments.

Accounting

All investment transactions shall be recorded by the Winnebago County Treasurer or the Winnebago County Treasurer's staff. A report will be generated, at least monthly,

listing all active investments, including information regarding securities in portfolio by class or type, book value, interest earned and market value as of report date. This report will be made available to the Winnebago County Board and Winnebago County Treasurer.

Financial Institutions

The Winnebago County Treasurer will have the sole responsibility to select which financial institutions will be depositories for Winnebago County Treasurer funds. The Winnebago County Treasurer will take into consideration security, size, location, condition, service, fees and the community relations involvement of the financial institution when choosing a financial institution.

At no time will the Winnebago County Treasurer investments exceed 65% of the financial institution's capital and surplus.

All financial institutions having any type of financial relationships: deposit investments, loans, etc., are required to provide a complete and current "Call Report," required by their appropriate regulatory authority each calendar quarter within 30 days of the "Call" request date.

Investment Vehicles

The Winnebago County Treasurer will use investments approved for governmental units as set forth in the most current issue of the Illinois Compiled Statutes.

Collateral

In order to protect the funds of Winnebago County, it will be a standard practice of the Winnebago County Treasurer to require that all deposits in financial institutions be collateralized. Collateral shall be held under the name of Winnebago County. During the term of the deposit, at least 102% collateralization will be required whenever deposits exceed the insured limits of FDIC. The Winnebago County Treasurer will require a signed

Pledge Agreement between Winnebago County, the Financial Institution, and the Holding Company to be on file at all times.

102% of collateralization of the deposit will be required. Only the following collateral will be accepted:

- U.S. Government direct securities
- Obligations of Federal Instrumentalities

- Obligations of the State of Illinois
- Obligations of the County of Winnebago
- Obligations of municipalities located within the County of Winnebago, subject to acceptance by the Winnebago County Treasurer
- Acceptable Collateral as identified in the Illinois Compiled Statutes for use by the Treasurer of the State of Illinois

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the possible income to be derived.

The above standard is established as the standard for professional responsibility and shall be applied in the context of managing the Winnebago County Treasurer's portfolio, pursuant to the Public Funds Investment Act at 30 Illinois Compiled Statutes 235/2.5 and other provisions included in that Act, along with all other Statutes and Constitutional provisions regarding conflicts of interest and ethical considerations.

Security Controls

Only the Winnebago County Treasurer is authorized to establish financial accounts for the office of Winnebago County Treasurer. At all times either the Winnebago County Treasurer, singly or signatories as designated by the Winnebago County Treasurer, should be authorized to sign on financial accounts of the office of the Winnebago County Treasurer.

Adoption

This investment policy or similar policy has been in effect since January 1, 2022. Last revision March 12, 2022.

Risk Management

The County has an established program for unemployment, liability and workers compensation. To forecast expenditures, the County considers claims, retention levels, fixed costs, and fund reserves.

FISCAL YEAR 2023 BUDGET CALENDAR

Budget Task	Date
Chief Financial Officer and Finance Department to review budget process, refine budget requirements, determine budget calendar and prepare preliminary budget guidelines	Feb 1 st to March 10 th
Finance Committee to review Budget Calendar	March 17 th
Finance Committee to approve 2023 Budget Policy & Guidelines	April 7 th
County Board to approve 2023 Budget Policy & Guidelines	April 14 th
Budget preparation materials are distributed to departments	May 2 nd
Initial forecast of Fiscal Years 2022 and 2023 with tax levy options to be presented to the Finance Committee	June 16 th
Departments to submit all budget documents to the Chief Financial Officer	June 17 th
Departments to submit Budget & Outcome Goals to the Chief Financial Officer	June 20 th
Chief Financial Officer and Administrator to review all preliminary budgets with Departments	June 22 nd – 30 th
Recommended budgets are provided to Department Heads/Elected Officials	July 6 th
Finance Committee will review department budget presentations (1-2)	July 7 th
Finance Committee will review department budget presentations (2-2) (if necessary)	July 21 st
Budget to be reviewed by Chairman, Administrator and Chief Financial Officer	July 25 th
County Administrator to present recommended budget to the Committee of the Whole	Aug 4 th
Committee of the Whole immediately following the County Board Meeting to address budget issues (if necessary)	Aug 11 th
Finance Committee to make recommended budget changes (if necessary)	Aug 18 th
Truth in Taxation Hearing (if needed)	Aug 18 th
County Board to place balanced Proposed Budget on public display	Sept 8 th
County Board to adopt the appropriation and tax levy ordinance/budget	Sept 29 th

Prior to adoption but after the County Board places the budget draft on public display, the draft budget may be amended in the following way:

It is recommended that all requests for amendment to the draft budget be submitted to the Chief Financial Officer, in writing, no less than ten (10) days prior to the County Board meeting scheduled to adopt the budget. The Chief Financial Officer will review the amendment to the draft budget to ensure it is presented in a clear and appropriate manner. The amendment to the draft budget will be provided to the Finance Committee for their recommendation. The Finance Committee recommendations will be presented to the County Board prior to the adoption of the budget.

Budget Amendment process (after adoption by the Board):

All requests for budget amendments must start with a completed Budget Amendment Form (accessed on the Finance Department page of the County website) submitted to the Chief Financial Officer, who upon review will work with the requesting department head in preparing an ordinance (if required) in the County Board approved format for committee and board presentation.

- The County Board must approve all transfers of budgets between departments or funds by a 2/3rd majority vote (14) of the County Board. (Transfers may not be made from certain special purpose funds to other funds).
- Additional (emergency) appropriations must also be approved by a 2/3rd majority vote (14) of the County Board.
- Line item transfers between object-class-level, which is the budgetary level of control over expenditures, may be approved by the Chief Financial Officer, provided the total amount appropriated by the County Board for the respective department (org code) is not exceeded.
- The Chief Financial Officer and the County Administrator during the normal course of the budget preparation process may make budget revisions prior to the final board approval of the budget. It should be noted that budget revisions made after the first reading but before final passage shall be posted both in the County Clerks and on the county's website. These revisions shall also include a version number and date of revision.

Exhibit A

Winnebago County Fiscal Year 2023 Budget Policy

Winnebago County Government operates on policies designed to protect the County's assets and taxpayers' interests, provide guidance to employees, and serve the public efficiently. It is the intent that the policy statements be used to avoid conflicting goals or activities, which may have a negative impact on the overall financial position of the County. The County's system of internal accounting controls is designed to provide reasonable assurance that the financial records are reliable for preparing financial statements and maintaining accountability for assets and obligations.

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Nonrecurring (one-time) revenue sources will be used for operations unless directed for a specific use by the County Board.

Consumer Price Index

Winnebago County is mandated to follow the Illinois Property Tax Extension Limitation Law (PTELL) by the State of Illinois. PTELL allows governing bodies the ability to cover the costs of inflationary increases incurred in their day to day operations by increasing their previous year's extension by the CPI or 5%, whichever is smallest. For fiscal year 2023 the CPI is ~~5.0%~~%. During the budget process, County Administration will present the increases available if the County Board chooses to capture new growth and/or to utilize the CPI increase authorized under PTELL in the calculation of property tax revenues when developing the fiscal year 2023 budget. The Finance Committee will inform the Chief Financial Officer of the amount of the levy to include in the budget document.

Fund Reserves

It shall be the intent of the County Board to maintain an unrestricted (total of unassigned) fund balance equal to three months of budgeted operating expenditures.

Given the impact of the COVID-19 in fiscal year 202~~1~~0 and 2022 fund balances have dropped below the 90 day (3 month) reserve level in the Public Safety Sales Tax Fund. It should be the objective of the 2023 Budget Policy to increase the fund balance back to the 90 day reserve level.

Alternative Service Delivery & Outsourcing

Many forms of government are looking at new methodologies in providing needed services while controlling costs. The County Board is requesting all Department Heads and Elected Officials to review the cost of service delivery within their departments and to consider other cost saving options. Below is a brief narrative of methods being considered:

- Outsourcing - The organization utilizes an outside contractor to provide the service. Costs still exist for the organization, but if done correctly should be lower than providing the service with in-house employees.
- Privatization - The organization sells the operation's assets and walks away from the service responsibility. Eliminates all future cost to the organization.

Wage Adjustments

The Finance Committee will provide the County Administrator the non-union employee wage increase rate to include in the budget document. The Finance

Committee will make a recommendation no later than the 1st Finance Committee meeting in June.

Priorities

Direction is hereby given to the County Administrator to create the fiscal year 2023 budget with the following priorities:

1. Debt service payments required
2. Contractual payments based on lease agreements, software agreements and other contractual agreements
3. Mandated services at affordable funding levels
4. All operating necessities (Utilities, IMRF, Health Insurance, Liability Insurance)
5. General operating costs to provide services
6. Non-Union employee compensation
7. Capital needs of the organization
8. Meeting the 25% unrestricted reserve requirement of the General Fund and PSST Fund
9. Outside agency funding to include non-obligated Host Fee Grants and local matching grants

The pages that follow provide further definitions and guidelines for the development of the fiscal year 2023 budget, and should be considered as directives from the County Board.

Accounting/ Auditing

State statutes require an annual audit by independent certified public accountants (55 ILCS 5/6-31003). A Comprehensive Annual Financial Report shall be prepared according to the criteria set by the Government Finance Officers Association (GFOA). The County follows Generally Accepted Accounting Principles (GAAP) as set forth by the Governmental Accounting Standards Board (GASB).

Accounting and Financial Reporting Policies

The accounting policies of the County of Winnebago, Illinois will conform to generally accepted accounting principles as applicable to governmental units. The accepted standard-setting body for establishing governmental accounting and financial reporting principles is the Governmental Accounting Standards Board (GASB). It shall be the intent of the County to maintain a self-balancing set of accounts on an on-going basis to be closed quarterly. The general ledger will be closed by the Finance department no later than 45 days after month end. The books shall remain open 90 days after the fiscal year end.

It shall be the intent of the County to maintain a program of internal controls to safeguard all assets and ensure effective and efficient use of all assets. It shall be the responsibility of the Finance Director to establish a formal set of "best practice" internal controls. In addition, the County Auditor shall ensure that all departments comply with those controls.

It shall also be the intent for the independent auditor to review the system of internal controls and report any weaknesses detected to the Board as part of the annual audit.

It shall be the intent of the County to utilize fund accounting principles and generally accepted accounting practices in the recording of all financial transactions. The general ledger shall be maintained on a cash basis, with the intent to move to an accrual basis on a quarterly basis. The Finance Committee will be provided with budget versus actual revenue and expenditure reports on a quarterly basis.

It shall be the intent of the County to prepare annually a Comprehensive Annual Financial Report to be presented to the Board no later than 180 days after year-end. The Comprehensive Annual Financial Report should be audited by an independent CPA firm experienced in governmental auditing. It shall be the further intent of the County to present its Comprehensive Annual Financial Report to the Government Finance Officers Association to receive the Certificate of Excellence award in financial reporting. If at any time the County will not receive an unqualified opinion from the CPA firm, the CPA firm and the Finance Director will notify the Board prior to the issuance of the report.

It shall be the intent of the County to maintain a capital asset ledger of all permanent assets acquired. The Finance department will maintain these asset records on an on-going basis to ensure proper controls and report annually regarding these records to the Board. No asset will be considered fixed unless its value or component value exceeds \$12,000 dollars or in the case of infrastructure assets purchased or acquired with an original cost of \$50,000 or more.

Depreciation will be charged on all capital assets. This policy is consistent with the requirements of GASB Statement No. 34. Depreciation will be recorded on a straight-line basis over the normal useful life of the asset.

It shall be the intent of the County to manage all accounts receivable. Accounts receivable are created by operations in certain departments and offices. In general, they arise at the renewal of a permit or license from departments such as Health, River Bluff Nursing Home or Transportation. The department or office that is responsible for the billing is responsible for collections and managing receivables. Consistent with good financial management, each department and office will age their receivables. Departments and Offices shall continue collection efforts.

It is the intent of the County to comply with the modified accrual basis of accounting, in which revenues are recorded when they are both measurable and available. The County considers revenue to be available if they are collected within 60 days of the end of the current fiscal period for property taxes, 180 days of the end of the current fiscal period for certain health department and County reimbursable grants, and 90 days of the end of the current fiscal period for all other amounts.

Appropriation

All operating funds are appropriated in the "Official Budget". Appropriations will be considered the maximum authorization to incur obligations and not a mandate to spend.

Balanced Budget by Fund

The intent of the Finance Committee is the budget must balance expenditures against available revenues and fund balance by fund.

Budget Presentation

When an Elected Official/Department Head has completed the required budget forms, a meeting will be scheduled (if necessary) with the County Administrator and Chief Financial Officer to review and ensure budget policy compliance. Concerns and or issues should be addressed by the Department Head/Elected Official at this time. Upon review by County Administrator and Chief Financial Officer, the budget will be scheduled for presentation to the Finance Committee. Meetings will be scheduled with the Finance Committee (if necessary) for individual departments/Elected Official to address the Finance Committee regarding their individual budget requests.

Once the Finance Committee has reviewed departmental budgets, and the recommended supplemental requests have been approved, the budget is moved to the

whole board to be placed on public display for a minimum of fifteen (15) days prior to final approval.

Capital Budget - Long Term

Each Department Head/Elected Official will submit a list of capital needs for the next three years. Funding for a capital plan will be reviewed in conjunction with the annual budget. Submittal of capital needs does not guarantee funding. ~~It should be noted that this budgetary requirement has already been completed for this year in conjunction with the Capital Improvement Plan (CIP).~~

Fiscal Year

The County's fiscal year is October 1st through September 30th. (Set by County Board per 55 ILCS 5/6-1-001).

Grants

The importance of preparing and implementing a proper grant budget cannot be overstated. To inform the County Board of the value of a new grant program, the Board must have full knowledge of the total cost of the program and its funding sources. Too often, grant programs contain hidden costs.

- The County Board's definition of a new grant is:
 1. A grant that has not been awarded in the previous year
 2. A current grant (or renewal grant) whose financial terms have changed (grant award has increased, decreased, or added a local match, etc.)
 3. A grant whose local match financial requirements have changed
- Departments who apply for grants that require a local match must find the local match within their budgets.
- Upon notification of a grant award, departments will submit a budget amendment to the Chief Financial Officer to amend the respective budget.
- A 2/3rd vote of all members constituting the County Board is required to amend department budgets to reflect grant revenues and expenses (55 ILCS 5/6-1003).

- The term "grant" includes any form of funding or reimbursement for County Services from the State, Federal or third party agencies.

- Grants will be controlled at the operating budget level based on the County's fiscal year.

- The grant "operating-budget" will be periodically reviewed by the County Administrator and Finance Director to assure that the revenues and expenditures are consistent with the grant award.

- Revenue grants will be reviewed during the budget process.

- Grants will be reviewed semi-annually by the County Administrator or Finance of Director with the Department Head/Elected Official.

Investment Policy

The County Treasurer is responsible for the investing of all Winnebago County funds (55 ILCS 5/3-11006). It is always prudent for any public unit to have an Investment Policy in place for the purpose of safeguarding funds, equitably distributing the investments, and maximizing income of the governmental unit. The following policy is adopted for the Winnebago County Treasurer's Office.

Scope of Investment Policy

This Investment Policy applies to the investment activities of all funds under the jurisdiction of the Winnebago County Treasurer. This Investment Policy will also apply to any new funds or temporary funds placed under the jurisdiction of the Winnebago County Treasurer. The Illinois Compiled Statutes will take precedence except where this policy is more restrictive, wherein this policy will take precedence.

Objectives

The purpose of this Investment Policy of the Winnebago County Treasurer is to establish cash management and investment guidelines for the stewardship of public

funds under the jurisdiction of the Winnebago County Treasurer. The specific objectives of this investment policy will be as follows:

1. Safety of Principal.
2. Diversity of investment to avoid unreasonable risks.
3. The portfolio shall remain sufficiently liquid to meet all operating costs, which may be reasonably anticipated.
4. The highest interest rate available will always be the objective of this policy, combined with safety of principal. The Winnebago County Treasurer will require full collateralization of any deposits.
5. In maintaining its investment portfolio, the Winnebago County Treasurer shall avoid any transaction that might impair public confidence in the Winnebago County Treasurer's Office.
6. The Winnebago County Treasurer will give consideration to the financial institutions positive community involvement when consideration is given to the financial institution to be used as a depository.
7. All funds will be invested for a period of one day or longer, depending on the requirement for the disbursement of funds.
8. All funds shall be deposited within two working days at prevailing rates or better, in accordance with Illinois Compiled Statutes.

Responsibility

All investment of funds under the control of the Winnebago County Treasurer is the direct responsibility of the Winnebago County Treasurer. The Winnebago County Treasurer shall be responsible for all transactions and shall establish a system of controls of the activities of all subordinates who are directly involved in the assistance of such investment activities.

Prudence

The standard of prudence to be used by investment officials shall be the "prudent person," and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and exercising due diligence shall be relieved of personal responsibility for any individual securities credit risk or market price changes, provided that deviations from expectation are reported in a timely fashion, and appropriate action is taken to control adverse developments.

Accounting

All investment transactions shall be recorded by the Winnebago County Treasurer or the Winnebago County Treasurer's staff. A report will be generated, at least monthly, listing all active investments, including information regarding securities in portfolio by class or type, book value, interest earned and market value as of report date. This report will be made available to the Winnebago County Board and Winnebago County Treasurer.

Financial Institutions

The Winnebago County Treasurer will have the sole responsibility to select which financial institutions will be depositories for Winnebago County Treasurer funds. The Winnebago County Treasurer will take into consideration security, size, location, condition, service, fees and the community relations involvement of the financial institution when choosing a financial institution.

At no time will the Winnebago County Treasurer investments exceed 65% of the financial institution's capital and surplus.

All financial institutions having any type of financial relationships: deposit investments, loans, etc., are required to provide a complete and current "Call Report," required by their appropriate regulatory authority each calendar quarter within 30 days of the "Call" request date.

Investment Vehicles

The Winnebago County Treasurer will use investments approved for governmental units as set forth in the most current issue of the Illinois Compiled Statutes.

Collateral

In order to protect the funds of Winnebago County, it will be a standard practice of the Winnebago County Treasurer to require that all deposits in financial institutions be collateralized. Collateral shall be held under the name of Winnebago County. During the term of the deposit, at least 102% collateralization will be required whenever deposits exceed the insured limits of FDIC. The Winnebago County Treasurer will require a signed

Pledge Agreement between Winnebago County, the Financial Institution, and the Holding Company to be on file at all times.

102% of collateralization of the deposit will be required. Only the following collateral will be accepted:

- U.S. Government direct securities
- Obligations of Federal Instrumentalities
- Obligations of the State of Illinois
- Obligations of the County of Winnebago
- Obligations of municipalities located within the County of Winnebago, subject to acceptance by the Winnebago County Treasurer
- Acceptable Collateral as identified in the Illinois Compiled Statutes for use by the Treasurer of the State of Illinois

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the possible income to be derived.

The above standard is established as the standard for professional responsibility and shall be applied in the context of managing the Winnebago County Treasurer's portfolio, pursuant to the Public Funds Investment Act at 30 Illinois Compiled Statutes 235/2.5 and other provisions included in that Act, along with all other Statutes and Constitutional provisions regarding conflicts of interest and ethical considerations.

Security Controls

Only the Winnebago County Treasurer is authorized to establish financial accounts for the office of Winnebago County Treasurer. At all times either the Winnebago County Treasurer, singly or signatories as designated by the Winnebago County Treasurer, should be authorized to sign on financial accounts of the office of the Winnebago County Treasurer.

Adoption

This investment policy or similar policy has been in effect since January 1, 2022. Last revision March 12, 2022.

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Risk Management

The County has an established program for unemployment, liability and workers compensation. To forecast expenditures, the County considers claims, retention levels, fixed costs, and fund reserves.

FISCAL YEAR 2023 BUDGET CALENDAR

Budget Task	Date
Chief Financial Officer and Finance Department to review budget process, refine budget requirements, determine budget calendar and prepare preliminary budget guidelines	Feb 1 st to March 10 th
Finance Committee to review Budget Calendar	March 17 th
Finance Committee to approve 2023 Budget Policy & Guidelines	April 7 th
County Board to approve 2023 Budget Policy & Guidelines	April 14 th
Budget preparation materials are distributed to departments	May 2 nd
Initial forecast of Fiscal Years 2022 and 2023 with tax levy options to be presented to the Finance Committee	June 16 th
Departments to submit all budget documents to the Chief Financial Officer	June 17 th
Departments to submit Budget & Outcome Goals to the Chief Financial Officer	June 20 th
Chief Financial Officer and Administrator to review all preliminary budgets with Departments	June 22 nd – 30 th
Recommended budgets are provided to Department Heads/Elected Officials	July 6 th
Finance Committee will review department budget presentations (1-2)	July 7 th
Finance Committee will review department budget presentations (2-2) (if necessary)	July 21 st
Budget to be reviewed by Chairman, Administrator and Chief Financial Officer	July 25 th
County Administrator to present recommended budget to the Committee of the Whole	Aug 4 th
<u>Committee of the Whole immediately following the County Board Meeting to address budget issues (if necessary)</u>	<u>Aug 11th</u>
Finance Committee to make recommended budget changes (if necessary)	Aug 18 th
Truth in Taxation Hearing (if needed)	Aug 18 th

County Board to place balanced Proposed Budget on public display	Sept Aug 8 ²⁵ th
County Board to adopt the appropriation and tax levy ordinance/budget	Sept 29 ²¹ th rd

Prior to adoption but after the County Board places the budget draft on public display, the draft budget may be amended in the following way:

It is recommended that all requests for amendment to the draft budget be submitted to the Chief Financial Officer, in writing, no less than ten (10) days prior to the County Board meeting scheduled to adopt the budget. The Chief Financial Officer will review the amendment to the draft budget to ensure it is presented in a clear and appropriate manner. The amendment to the draft budget will be provided to the Finance Committee for their recommendation. The Finance Committee recommendations will be presented to the County Board prior to the adoption of the budget.

Budget Amendment process (after adoption by the Board):

All requests for budget amendments must start with a completed Budget Amendment Form (accessed on the Finance Department page of the County website) submitted to the Chief Financial Officer, who upon review will work with the requesting department head in preparing an ordinance (if required) in the County Board approved format for committee and board presentation.

- The County Board must approve all transfers of budgets between departments or funds by a 2/3rd majority vote (14) of the County Board. (Transfers may not be made from certain special purpose funds to other funds).
- Additional (emergency) appropriations must also be approved by a 2/3rd majority vote (14) of the County Board.
- Line item transfers between object-class-level, which is the budgetary level of control over expenditures, may be approved by the Chief Financial Officer, provided the total amount appropriated by the County Board for the respective department (org code) is not exceeded.

- The Chief Financial Officer and the County Administrator during the normal course of the budget preparation process may make budget revisions prior to the final board approval of the budget. It should be noted that budget revisions made after the first reading but before final passage shall be posted both in the County Clerks and on the county's website. These revisions shall also include a version number and date of revision.



Resolution Executive Summary

Prepared By: Winnebago County Sheriff's Office
Committee: Finance Committee
Committee Date: April 7, 2022
Resolution Title: RESOLUTION AWARDING PURCHASE OF PATROL VEHICLES AND RELATED EQUIPMENT
County Code: Winnebago County Purchasing Ordinance
Board Meeting Date: April 14, 2022
Budget Information:

Was item budgeted?	Yes - ARP Funded	Appropriation Amount: \$990,580.00
Baker-Tilly ARP Compliance Review: completed and approved		
ORG/OBJ/Project Code:	61300 46410 RP006	Budget Impact: None - using ARP funds

Background Information:

The Sheriff's Office is requesting to replace 17 vehicles (16 marked squads, and 1 Administrative vehicle). The vehicles are equipped with safety equipment, radios, laptops, in-car video cameras, lights and sirens. They provide transportation for police services, and are authorized for emergency response and pursuit activities.

The current vehicles were purchased in 2017, and are used 24 hours a day, 7 days a week. They are not equipped to deal with pandemic risks, such as COVID 19. The Sheriff's Office responds to approximately 85,000 calls for service per year. All the new vehicles will have the CLN Heated Interior COVID Sanitation Software installed in them.

First responders are on the front lines protecting all of us. They are exposed to the virus and are in need of protective measures.

Recommendation: Sheriff Caruana has approved the request to purchase the vehicles.

Baker Tilly: Baker Tilly has approved this purchase as ARP compliant.

Follow-Up:

Vehicles and equipment will be ordered. We have been told by the dealership it will be approximately 26 to 28 weeks (or more) for delivery. This is dependent on supply chain issues.

RESOLUTION
of the
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

Sponsored by: Jaime Salgado, Committee Chairman

Submitted by: Finance Committee

2022 CR

RESOLUTION AWARDING PURCHASE OF PATROL VEHICLES AND RELATED EQUIPMENT

WHEREAS, the Winnebago County Sheriff wants to replace 17 of the Sheriff's Department's vehicles which, due to their age and high mileage, and are at the end of their useful life; and

WHEREAS, the Finance Committee of the County Board for the County of Winnebago, Illinois, has reviewed the quotes received for the aforementioned service and recommends awarding an agreement; and

WHEREAS, the Finance Committee has determined that the funding for the aforementioned purchase shall be paid as follows:

61300 – 46410 – RP006

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois that the County is authorized to execute, on behalf of the County of Winnebago, an Agreement and/or Purchase Order, to the list of vendors according to the listed dollar amounts, as set forth in Resolution Exhibit A.

BE IT FURTHER RESOLVED that this Resolution shall be in full force and effective immediately upon its adoption and the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the Winnebago County Sheriff, Director of Purchasing, Finance Director, County Board Office and County Auditor.

Respectfully Submitted,
FINANCE COMMITTEE

AGREE

DISAGREE

JAIME SALGADO, CHAIRMAN

JAIME SALGADO, CHAIRMAN

STEVE SCHULTZ, VICE CHAIRMAN

STEVE SCHULTZ, VICE CHAIRMAN

PAUL ARENA

PAUL ARENA

JOHN BUTITTA

JOHN BUTITTA

JEAN CROSBY

JEAN CROSBY

JOE HOFFMAN

JOE HOFFMAN

KEITH McDONALD

KEITH MC DONALD

The above and foregoing Resolution was adopted by the County Board of the County of
Winnebago, Illinois this _____ day of _____, 2022.

ATTESTED BY:

JOSEPH CHIARELLI
CHAIRMAN OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

LORI GUMMOW
CLERK OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

Resolution Exhibit A

Number of NEW VEHICLES	YEAR/MODEL	NOTES	EST. COST	EST. TOTAL	ACTUAL COST
1	2022 Ford Explorer	Admin Vehicles. 2021 Ford Explorer. (Morrow Brothers) All standard equipment. Emergency lighting and mobile Star com radio installation	\$37,500.00	\$37,500.00	
16	2022/ Ford Explorer Utility AWD	All standard equipment, black exterior, backup cameras with beeps, all emergency lighting and siren equipment, traffic lighting preemption device, front prisoner partition, rear prisoner seat w/cargo barrier and installation, Sync system, rear locks/windows/handles inoperative, fleet keyed, window bars in rear passenger w heated mirrors, Sheriff License, Title, and Delivery, AR weapon rack, , Computer Mount/charge guard, install customer supplied police radio, antennas, radar, Axon Cameras and printer (Vendor: Morrow Brothers; IL government Contract)	\$48,755.00	\$780,080.00	
			SUBTOTAL:	\$817,580.00	\$0.00
NEW CAR CAMERAS	ITEM	NOTES	EST. COST	EST. TOTAL	ACTUAL COST
16	Axon Car Camera	Axon Cameras hardware costs only (licensing and storage are extra and asked for in 2022 budget (other cameras are from existing cars))	\$3,000.00	\$48,000.00	
			SUBTOTAL:	\$48,000.00	\$0.00
NUMBER OF NEW CPU's and Docking stations	ITEM	NOTES	EST. COST	EST. TOTAL	ACTUAL COST
16	Getac S410 Semi-Rugged 14" Notebook, Antenna, Vehicle Adapter, and Docking station	Intel i5(11th Gen) i5-1135G7, Windows 10 Pro 16GB-256GB SSD- Sunlight readable (LCD+TS)- membrane backlit keyboard- IEEE 802.11ax wireless LAN standard (3 year warranty bumper to bumper), vehicle adapter 12V DC, 24VDC input, Getac Vehicle Dock w/o RF, Getac Antenna (Cellular network, Wireless Data Network, GPS, Satellite Communication) Black 27 verizon card yearly service fees requested in 2022 Budget. All 19 patrol vehicles (Vendor: Entre Computer Solutions) National Cooperative Purchasing Alliance (NCPA)	\$5,000.00	\$80,000.00	
			SUBTOTAL:	\$80,000.00	\$0.00
DECALS	ITEM	NOTES	EST. COST	EST. TOTAL	ACTUAL COST
16	Reflective Graphic Kits	Reflective Graphic kits for Black Ford Utility, with Star, Sheriff for hood/rear and website; www.winnebagoheriff.com, number TBD, and Emergency 911 for rear Quarter panels, and accreditation seal for c-pillars (3 of the 19 patrol vehicles are unmarked, 2 are K9) (Vendor: Grafix Shoppe)	\$400.00	\$6,400.00	
1	Shipping	cost to ship 16 reflective graphics kits	\$300.00	\$300.00	
16	Installation	Installation of graphics (Vendor: Auto Beautifiers)	\$300.00	\$4,800.00	
			SUBTOTAL:	\$11,500.00	\$0.00
NUMBER OF NEW RADARS	ITEM	NOTES	EST. COST	EST. TOTAL	ACTUAL COST
18	Stalker Radar Unit	tuning forks, front and rear antennas, antenna cables, DSR manual kit, deck and dash mounts, power cable, hard case, display sun shield, 24 month warranty. For all 19 vehicles (Vendor: Applied Concepts)	\$1,750.00	\$31,500.00	
			SUBTOTAL:	\$31,500.00	\$0.00
Radio Programming	ITEM	NOTES	EST. COST	EST. TOTAL	ACTUAL COST

EXHIBIT A

[illegible]



Resolution Executive Summary

Prepared By: David J. Rickert
Committee: Finance Committee
Committee Date: April 7, 2022
Resolution Title: Resolution to Purchase Capital Assets Module for Munis ERP
County Code: N/A
Board Meeting Date: April 14, 2022

Budget Information:

Was item budgeted? Yes	Appropriation Amount: \$82,880
If not, explain funding source:	
ORG/OBJ/Project Code: 61300-42491	Budget Impact: N/A

Background Information: Currently Finance uses a stand-alone software package to track and depreciate capital assets. The additional module added to the current Munis ERP package will identify and integrate capital asset information at invoice entry and track assets purchased with federal funds to remain compliant with federal regulations.

Recommendation: Staff concurs

Contract/Agreement: See attachment

Legal Review: N/A

Follow-Up: CFO will obtain the Chairman's signature on agreement and notify Baker Tilly and the Tax Agent.

RESOLUTION
of the
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

Sponsored by: Jaime Salgado, Committee Chairman
Submitted by: Finance Committee

2022 CR

Resolution Awarding Purchase of Capital Assets Module for Munis

WHEREAS, the County uses the Munis (Tyler Technologies) ERP system for financial reporting and recordkeeping and Sage Fixed Assets for asset management; and

WHEREAS, in May 2021, Winnebago County Board received funds through the American Rescue Plan which created a need for a more integrated system for managing and recording assets with the current ERP system; and

WHEREAS, the Finance Committee of the County Board for the County of Winnebago, Illinois, has reviewed the proposal for the aforementioned service and recommends awarding an agreement; and

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois, that the County Board Chairman is authorized to execute, on behalf of the County of Winnebago, a contract agreement with TYLER TECHNOLOGIES, 5101 TENNYSON PARKWAY, PLANO, TEXAS 75024, in the dollar amount of EIGHTY-TWO THOUSAND, EIGHT HUNDRED EIGHTY DOLLARS (\$88,880.00).

BE IT FURTHER RESOLVED, that this Resolution shall be in full force and effective immediately upon its adoption and the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to Director of Purchasing, Finance Director, County Board Office, and County Auditor.

Respectfully Submitted,
FINANCE COMMITTEE

AGREE

DISAGREE

JAIME SALGADO, CHAIRMAN

JAIME SALGADO, CHAIRMAN

STEVE SCHULTZ, VICE CHAIRMAN

STEVE SCHULTZ, VICE CHAIRMAN

PAUL ARENA

PAULA ARENA

JOHN BUTITTA

JOHN BUTITTA

JEAN CROSBY

JEAN CROSBY

JOE HOFFMAN

JOE HOFFMAN

KEITH McDONALD

KEITH MC DONALD

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this ____ day of _____ 2022.

ATTESTED BY:

JOSEPH CHIARELLI
CHAIRMAN OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

LORI GUMMOW
CLERK OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

Munis Capital Assets



Fulfills auditor's requirements and fully reflects your capital asset investments.



Assists with replacement and/or enhancement of capital assets.



Track items transferred, missing, not in use, and due for maintenance or replacement.

Munis® Capital Assets helps you manage the accounting and reporting of all your capital assets. With full integration to purchasing, accounts payable, and the general ledger, new purchases of assets and any posting to the GL for activation and depreciation are automatically handled. Plus, integration to the Tyler CAFR Statement Builder™ allows for simplified processes to create your Government Accounting Standards Board (GASB) and Comprehensive Annual Financial Report (CAFR) reporting.

TRACKING AND REPORTING

Munis Capital Assets provides a complete set of financial statements, both to fulfill auditor's requirements and to fully reflect your investment in capital assets, and can also assist with capital planning (replacement/enhancement of assets). Additionally, Munis Capital Assets helps you track items transferred, missing, not in use, or those due for maintenance or replacement.

Munis Capital Assets can be integrated to barcode tracking systems, which gives you the ability to:

- Convert existing asset numbers to barcode numbered tags without re-loading the data
- Automate asset updates, eliminating the need for manual reconciliation
- Automate inventory counts

- Capital Asset information includes:
 - » Description, class, quantity, model
 - » Serial number, tag number, parcel number
 - » Location, room, department, custodian
 - » Acquisition method, date, cost, PO, vendor
 - » Improvement, insurance, maintenance
 - » Transfer, adjustment, retirement history
- Standard reports also include:
 - » Asset list by location, department, class, and account
 - » Assets due for replacement
 - » Insured value report
 - » Depreciation journal
 - » Depreciation schedule: report on current year for a specific period; report order can include class, department, and asset type information with subtotals for each item
 - » Missing/not in use report
 - » Transaction audit trail
 - » Detailed activity report
 - » Lists of retirements, transfers, additions, adjustments, etc.

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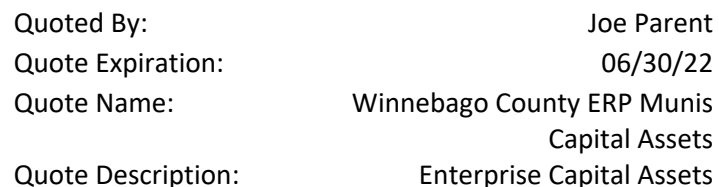
For more information visit tylertech.com

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- Define custom reports with Microsoft® SQL Server Reporting Services (SSRS)
- Interfaces to optional Tyler ACFR Statement Builder (available separately)
 - » Supports GASB reports, such as activities and net assets

OTHER FEATURES

- Flexibility to decide how much to maintain, what to depreciate, and when to generate reports
- Ability to calculate depreciation by selective methods, including composite rate
- Optional integration to barcode tracking system for automated updates and counts
- Mass-change insurance carriers for a user-defined group of assets
- Integrated with Munis
 - » Purchase Orders and Accounts Payable applications, so that purchases may be flagged as assets by the purchasing department. Master and subsidiary assets can be noted right on the purchase order
 - » General Ledger which updates appropriate asset and depreciation accounts when activating, transferring, adjusting, depreciating, or retiring assets; provides ability to drill down to asset details from journal entries
 - » Asset Management™ allows connection to all necessary enterprise assets that have an accounting or reporting requirement (e.g. depreciation or GASB)



Winnebago County
404 Elm St Ste 104
Administration Building
Rockford IL 61101-1244
Phone: +1 (815) 319-4303

Description	Qty	License	Hours	Module Total	Year One Maintenance
Financial Management					
Capital Assets	1	\$ 46,200	112	\$ 46,200	\$ 9,240
TOTAL		\$ 46,200	112	\$ 46,200	\$ 9,240

Description	Quantity	Unit Price	Extended Price	Maintenance
Project Management	12	\$ 185	\$ 2,220	\$ 0
Conversions			\$ 4,500	\$ 0
Remote Implementation	112	\$ 185	\$ 20,720	\$ 0
TOTAL			\$ 27,440	\$ 0

Summary	One Time Fees	Recurring Fees
Total Tyler Software	\$ 46,200	\$ 9,240
Total Annual	\$ 0	\$ 0
Total Tyler Services	\$ 27,440	\$ 0
Total Third-Party Hardware, Software, Services	\$ 0	\$ 0
Summary Total	\$ 73,640	\$ 9,240
Contract Total	\$ 82,880	

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held
For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: _____

Print Name: _____ P.O.#: _____

All Primary values quoted in US Dollars

Detailed Breakdown of Conversions (Included in Summary Total)

Description	Qty	Unit Price	Unit Discount	Extended Price
Capital Assets				
CA Std Master	1	\$ 4,500	\$ 0	\$ 4,500
TOTAL				\$ 4,500

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
- Fees for hardware are invoiced upon delivery;
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
 - Implementation and other professional services fees shall be invoiced as delivered.
 - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
 - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.
 - Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
 - If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
 - Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Unless otherwise indicated on this Sales quotation, annual services will be invoiced in advance, for annual terms commencing on the date this sales quotation is signed by the Client. If listed annual service(s) is an addition to the same service presently existing under the Agreement, the first term of the added annual service will be prorated to expire coterminous with the existing annual term for the service, with renewals to occur as indicated in the Agreement.
- Expenses associated with onsite services are invoiced as incurred.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the scope, level of engagement, and timeline as defined in the Statement of Work (SOW) for your project. The actual amount of services required may vary, based on these factors.

Tyler's pricing is based on the scope of proposed products and services contracted from Tyler. Should portions of the scope of products or services be altered by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely but can be done onsite upon request at an additional cost.

In the event Client cancels services less than two (2) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

The Implementation Hours included in this quote assume a work split effort of 70% Client and 30% Tyler.

Implementation Hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

Standard Project Management responsibilities include project plan creation, initial stakeholder presentation, bi-weekly status calls, updating of project plan task statuses, and go-live planning activities.



Resolution Executive Summary

Prepared By: Lafakeria S. Vaughn
Committee: Finance Committee
Committee Date: April 7, 2022
Resolution Title: Resolution Authorizing Settlement of Pending Litigation (Penny Bamberger et al. v. Winnebago County Sheriff et al.)
County Code: Not Applicable
Board Meeting Date: April 14, 2022

Budget Information:

Was item budgeted? Yes	Appropriation Amount: \$2,250,000
If not, explain funding source: N/A	
ORG/OBJ/Project Code:	Budget Impact: Within budgeted amount

Background Information: Settlement of claims by the Plaintiff against the County of Winnebago.

Recommendation: Staff concurs

Contract/Agreement: N/A

Legal Review: Legal review conducted by the State's Attorney's Office

Follow-Up: N/A

**RESOLUTION
OF THE
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

2022 CR _____

SUBMITTED BY: FINANCE COMMITTEE

SPONSORED BY: JAIME SALGADO

RESOLUTION AUTHORIZING SETTLEMENT OF PENDING LITIGATION (*Penny Bamberger et al. v. Winnebago County Sheriff et al.*)

WHEREAS, *Penny Bamberger et al. v. Winnebago County Sheriff et al.* is a pending civil action against the County of Winnebago and Sheriff Office Defendants, filed in the Seventeenth Judicial Circuit, Winnebago County, Illinois, as case number 2020-L-316; and

WHEREAS, the Plaintiff therein has agreed to settle all claims she has against the County of Winnebago and all officials, agents and employees, for the sum of Two Million Two Hundred Fifty Thousand Dollars (\$2,250,000.00);and

WHEREAS, the Finance Committee, after having reviewed the facts and circumstances of the aforementioned case and after having conferred with the Winnebago County State's Attorney, through his assistant, has determined it is in the best interests of the citizens of Winnebago County to settle this case on the terms set forth above.

NOW, THEREFORE BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois that the Winnebago County State's Attorney is hereby authorized to settle the aforementioned lawsuit by paying the Plaintiff therein the sum of Two Million Two Hundred Fifty Thousand Dollars (\$2,250,000.00).

BE IT FURTHER RESOLVED, that the Winnebago County Treasurer, Winnebago County Clerk, and Winnebago County Finance Department are authorized and directed to prepare and deliver to the Winnebago County State's Attorney one or more County Warrants totaling Two Million Two Hundred Fifty Thousand Dollars (\$2,250,000.00); payable as directed by the State's Attorney.

BE IT FURTHER RESOLVED, that this Resolution shall be in full force and effect immediately upon its adoption.

Respectfully submitted,

FINANCE COMMITTEE

AGREE

Jaime Salgado, Chairman

Steve Schultz

John Butitta

Paul Arena

Joe Hoffman

Jean Crosby

Keith McDonald

DISAGREE

Jaime Salgado, Chairman

Steve Schultz

John Butitta

Paul Arena

Joe Hoffman

Jean Crosby

Keith McDonald

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois, this ____ day of _____, 2022.

Joseph V. Chiarelli, Chairman of the
County Board of the
County of Winnebago, Illinois

ATTEST:

Lori Gummow, Clerk of the
County Board of the
County of Winnebago, Illinois

ECONOMIC DEVELOPMENT COMMITTEE



Resolution Executive Summary

Committee Date: Tuesday, April 5, 2022

Committee: Economic Development

Prepared By: Dr. Sandra Martell

Document Title: A Resolution Accepting a Grant from the Illinois Housing Development Authority's Strong Communities Program

County Code: NA

Board Meeting Date: Thursday, April 14, 2022

Budget Information:

Was item budgeted? Yes	Appropriation Amount: \$37,953.71 within WCHD budget. State reimburses expenditures up to \$37,953.71.
If not, explain funding source: Grant from Illinois Housing Development Authority (IHDA)	
ORG - OBJ - Project Code:	Budget Impact: 0

Background Information:

Winnebago County Health Department (WCHD) previously applied for and received funding through the Illinois Housing Development Authority (IHDA) for the Abandoned Properties Program (APP) Rounds 1 through 4 on behalf of Winnebago County. IHDA recently replaced the APP with the Strong Communities Program. This resolution grants authority from Winnebago County to WCHD to enter into the funding agreement with IHDA for the balance of funds from Round 4 of the APP to be administered under the Strong Communities Program in the amount of \$37,953.71 through June 30, 2022. The Winnebago County Board of Health is recommending this resolution for adoption by the Winnebago County Board.

Recommendation:

Winnebago County Administration supports the continued efforts of the Winnebago County Health Department in their initiatives to reduce/eliminate blighted properties in the community with a resultant increase in Equalized Assessed Valuation (EAV) in the region.

Winnebago County Health Department was previously granted this authority by Winnebago County for the APP grant through resolution on July 22, 2021.

Contract/Agreement:

Authorizes execution of a funding agreement with the Illinois Housing Development Authority (IHDA).

Legal Review:

Yes

Winnebago County Health Department

555 North Court Street; Rockford, IL 61103 | www.wchd.org

Phone: (815) 720-4200 | AAdmin@wchd.org



Resolution Executive Summary

Committee Date: Tuesday, April 5, 2022

Committee: Economic Development

Prepared By: Dr. Sandra Martell

Follow-Up:

Winnebago County Health Department will complete required grant reporting to Illinois Housing Development Authority. Copies will be made available upon request to the Winnebago County Board.

Attachments:

- 2022 CR – A Resolution Accepting a Grant from the Illinois Housing Development Authority's Strong Communities Program
- Notification Email: Strong Communities Program Round 1.5 Funding Replacement – Winnebago County Health Department
- Strong Communities Program Manual Update 10.8.2021
- 2021 CR 074 Resolution Authorizing Participation in Abandoned Residential Property Municipal Relief Program

Winnebago County Health Department

555 North Court Street; Rockford, IL 61103 | www.wchd.org

Phone: (815) 720-4200 | AAdmin@wchd.org

SPONSORED BY: FRED WESCOTT

RESOLUTION
OF THE
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

SUBMITTED BY: ECONOMIC DEVELOPMENT COMMITTEE

2022 CR

**A RESOLUTION ACCEPTING A GRANT FROM THE ILLINOIS HOUSING
DEVELOPMENT AUTHORITY'S STRONG COMMUNITIES PROGRAM**

WHEREAS, the County of Winnebago (the "Recipient") has been awarded a grant (the "Grant") from the Illinois Housing Development Authority (the "Authority") program administrator of the Strong Communities Program (the "Program"), as that Program is authorized by Article 30, Section 5 of Public Act 101-0638 (the "Act"), and governed by the Program guidelines described in the term sheet, as may be amended from time to time.

NOW THEREFORE BE IT RESOLVED, that the Recipient shall enter into the Funding Agreement (the "Agreement") with the Authority wherein the Authority agrees to make the Grant to the Recipient in an amount not to exceed **Thirty-Seven Thousand Nine Hundred Fifty-Three Dollars and 71/100 (\$37,953.71)**, which shall be used by the Recipient to preserve affordable housing efforts by assisting with the rehabilitation and/or demolition of abandoned properties within the Recipient's area, all in accordance with the terms and conditions set forth in the Agreement.

BE IT FURTHER RESOLVED, that Dr. Sandra Martell, the Winnebago County Health Department Public Health Administrator (the "Signatory"), without the necessity or requirement for the signature of another person, is hereby authorized and empowered to execute and deliver in the name of or on behalf of the Recipient the Agreement and any and all amendments, modifications and supplements thereto, and to execute and deliver such additional documents, instruments and certificates, as may be necessary or desirable for the Recipient to perform its obligations under the Agreement.

BE IT FURTHER RESOLVED, that the Signatory is hereby are authorized and directed to take such additional actions, to make further determinations, to pay such costs and to execute and deliver such additional instruments (including any amendments, Agreements or supplements) as he or she deems necessary or appropriate to carry into effect the foregoing resolutions.

BE IT FURTHER RESOLVED, that the Recipient hereby ratifies, authorizes and confirms and approves all documents and instruments executed in connection with the Grant and the Agreement, including those acts taken prior to the date hereof.

BE IT FURTHER RESOLVED, that the Clerk of the County Board is hereby authorized to prepare and deliver a certified copy of this Resolution to the Winnebago County Health Department Public Health Administrator, the Winnebago County Administrator, and the Winnebago County Director of Development Services.

Respectfully submitted,
Economic Development Committee

AGREE

DISAGREE

FRED WESCOTT, CHAIRMAN

FRED WESCOTT, CHAIRMAN

DOROTHY REDD, VICE CHAIRWOMAN

DOROTHY REDD, VICE CHAIRWOMAN

JEAN CROSBY

JEAN CROSBY

BRAD LINDMARK

BRAD LINDMARK

ANGELA FELLARS

ANGELA FELLARS

TIM NABORS

TIM NABORS

JOHN F. SWEENEY

JOHN F. SWEENEY

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois, this _____ day of _____, 2022.

Joseph Chiarelli
Chairman of the County Board
of the County of Winnebago, Illinois

ATTESTED BY:

Lori Gummow
Clerk of the County Board
of the County of Winnebago, Illinois

From: [scpinfo](#)
To: [Sandra Martell](#); [Todd Marshall](#); [Ryan Kerch](#)
Subject: Strong Communities Program Round 1.5 Funding Announcement -Winnebago County Health Department
Date: Friday, February 18, 2022 2:43:20 PM
Attachments: [ihda-house-right-blue_559d83a3-540a-4dd2-b738-e9c3149bbc93.png](#)
[SocialLink_Facebook_32x32_07650404-3d70-44de-b5d8-05d07dbc7f5c.png](#)
[SocialLink_Twitter_32x32_4caee745-603d-40a8-85d9-a911b65e1480.png](#)
[SocialLink_Linkedin_32x32_1b52fab0-1fde-4524-a1e3-714127043c9b.png](#)
[youtube_social_icon_red_d8fa9867-38fc-4706-9234-f03e78c85b03.png](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

February 18, 2022

Re: Strong Communities Program, Round 1.5

Dear Ms. Martell,

We are pleased to announce your selection for participation in Round 1.5 of the Strong Communities Program (SCP) as replacement funding for your previous Abandoned Property Program (APP) Round 5 award. Your grant award amount will be your remaining grant balance after review and approval of any In-Process Parcel submission expenses. Please note that your participation in Round 1.5 is contingent upon your submission of a Round 1.5 Conditional Commitment Letter and Funding Agreement (which will be provided to you in the near future) and your successful closing with IHDA's Legal Department. Your precise award amount will be included on your closing documents.

We will send notification to you as the contact listed as current Program Working Contact when your Round 1.5 Funding Agreement is prepared. Please be reminded that as part of the closing process, you will be required to submit due diligence items, including agency/corporate documents for SCP. If you would like to change your contact information for SCP Round 1.5, please do so by using the link below to submit you revised contact info.

SCP Round 1.5 Working Contact Jotform: <https://form.jotform.com/211244966603152>

Additionally, we will be hosting a legal closing webinar on **Wednesday, March 2, 2022** to discuss the required guidelines for the IHDA legal closing process, program participation, reporting, and payment schedules; your participation is required. The webinar's call-in information is below. Round 1.5 program documents will be distributed in a separate email.

Date: Wednesday, March 2, 2022
Time: 1:30pm – 2:30pm Central Daylight Time
Event Number: 2454 433 5901
Audio Conference Number: +1-312-535-8110 United States Toll (Chicago)
+1-240-454-0879 USA Toll
Event Password : 5fVgFPw6XB2 (53843796 from phones)
Link to Webinar: <https://illinois2.webex.com/illinois2/j.php?MTID=mdd2f7c20f8eb18f0f481897df0814b>

If you have any questions or concerns, please do not hesitate to contact us at SCPinfo@ihda.org.

Sincerely,

Nicki Pecori Fioretti

Director, Community Affairs



scpinfo
Department
scpinfo@ihda.org

**ILLINOIS HOUSING
DEVELOPMENT AUTHORITY**
111 E Wacker, Suite 1000, Chicago IL 60601



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ATTENTION:

Please be advised that visitors to IHDA's office space will be required to adhere to IHDA's COVID-19 disclosure and safety protocols. Please visit www.ihda.org for more information.



Strong Communities Program
Program Manual

October 2021

For questions and comments please contact
SCPinfo@ihda.org

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Chapter 1- Introduction and Program Description

Congratulations! You have been chosen as a grantee under the Illinois Housing Development Authority's (IHDA) Strong Communities Program (SCP or the Program). Created in 2020, SCP provides funds to municipalities, counties, and land banks to address affordable housing needs and community revitalization efforts. SCP will return vacant residential properties to productive and taxable use through rehabilitation and provide funds for demolition in cases where properties are beyond repair and negatively impacting neighboring residences. As a result, SCP will increase property values, create jobs, help reduce crime, generate additional tax revenue and attract further community investment. It will preserve existing affordable housing stock that is often in city centers and in proximity to community amenities (schools, parks, medical facilities, shopping, jobs, and transportation).

The purpose of this Program Manual (the Manual) is to provide guidance and sample documentation for the various aspects of SCP. The objectives of this Manual include the following:

- To create a common ground for the Program;
- To establish rules, procedures, and expectations;
- To develop thoughtful and effective operating procedures;
- To minimize future Program and project issues by identifying best practices and potential solutions; and
- To operate a successful rehabilitation and/or demolition program.

Eligible Applicants

Program applicants must be a municipality, county, or land bank located in the State of Illinois. A county or municipality may join with other counties/municipalities and together submit a single application; however, each county/municipality may only apply once per funding round.

Eligible Costs/Program Activities

Grant funds may be used for acquisition, demolition, or rehabilitation of vacant and abandoned residential properties (the "Parcel")¹.

A list of specific activities is included below. Maximum costs per individual Parcel for all eligible uses cannot exceed \$40,000.

- Acquisition - \$5,000 maximum
- Rehabilitation
- Demolition
- Tree, Shrub and Debris Removal (excluding grass cutting)
- Grass Cutting - not to exceed 5% of grant amount
- Lot Treatment and Greening (i.e. sod, level and grading, shrubs, native plantings, community gardens, stormwater management projects)
- All reasonable hard and soft construction costs related to the activities listed above, which may be approved or denied in IHDA's sole and absolute discretion
- Administrative costs - maximum general administration fees consist of 5% of the total disbursed amount for administrative costs related to general management, oversight, and coordination, including staff and overhead.

Please also note that deconstruction/salvage of building materials, fixtures, etc. is allowable as part of the demolition or rehabilitation of vacant and abandoned residential properties under the Program.

¹ Parcel shall mean a defined piece of real estate which can be identified by an individual PIN or as a single unit within a multi-unit building.

Eligible Properties	Ineligible Properties
<ul style="list-style-type: none"> • 1-6 unit residential properties in the State of Illinois • Properties that meet the definition of Abandoned Residential Property under the Program • Manufactured homes taxed as real property with a foundation but no hitch or wheels • Properties may have garages, outbuilding, and/or sheds (demolition/removal of these buildings is an eligible cost if associated residential property meets the definition of "Abandoned Residential Property"² under the Program) 	<ul style="list-style-type: none"> • Residential properties knowingly occupied by legal or non-legal residents • Historically registered properties • Commercial, industrial, or agricultural properties • Mixed use properties with a residential unit component

Funding Source and Max Distribution

Funding for the Program is derived solely from the Build Illinois Bond Fund. Maximum grant amounts are \$250,000 per municipality/county or land bank in the State of Illinois (no match funds required). Funding will be allocated to approved grantees based on evaluations of competitive applications.

Funding Availability and Program Expectations

With a dedicated allocation of \$30 million, SCP is projected to run for three consecutive grant funding rounds of \$10 million each, (each round consisting of a 2-year grant term).

This funding could potentially allow about 1,000 vacant and abandoned homes to be rehabbed (assuming \$25,000 per unit), and around 500 vacant and abandoned homes beyond repair to be demolished (assuming \$10,000 per unit). SCP will return vacant residential properties to productive and taxable use through rehabilitation and provide funds for demolition in cases where properties are beyond repair. As a result, SCP will help address local affordable housing needs and community revitalization efforts for local governments that lack capital needed to address these issues. The Program is expected to help increase property values, create jobs, help reduce crime, generate additional tax revenue, and attract further community investment.

Project Timing

SCP will operate for two years from the date of your initial closing with IHDA's Legal Department. The Grant Funds Recovery Act allows 24 months for the expenditure of funds. No extensions are expected beyond this period. All construction work must be completed by your program's expiration date. IHDA will allow payouts up to 60 days after your program's expiration date expires. It is the grantee's responsibility to be aware of the expiration date of their program and to track their spending. If you are ever unsure about your expiration date or amount of dollars available, please consult your Funding Agreement.

² See Appendix A for definition

Chapter 2- Setting up Your Program

Setting up a rehabilitation and/or demolition program that meets the requirements for a fiscally sound state-funded program requires forethought and planning. Time spent now in delineating roles and responsibilities and defining procedures for your program will result in the efficient delivery of the intended services. This section provides thoughts on evaluating your readiness to begin SCP and a review of program parameters to remember before you begin.

As you review the Manual and appendices and all the requirements of operating SCP, consider how your current procedures may need to be changed and how your current staffing or knowledge may need to be supplemented.

How will roles and responsibilities be assigned within your administrative team? SCP has the goal of efficiently coordinating resources in assisting the return of vacant residential properties to productive and taxable use through rehabilitation and/or demolition. It can be a challenge to set up a new program, assigning roles and clarifying procedures. As administrators of the program, you will be required to manage both dollars and documents. It may help to start with questions such as

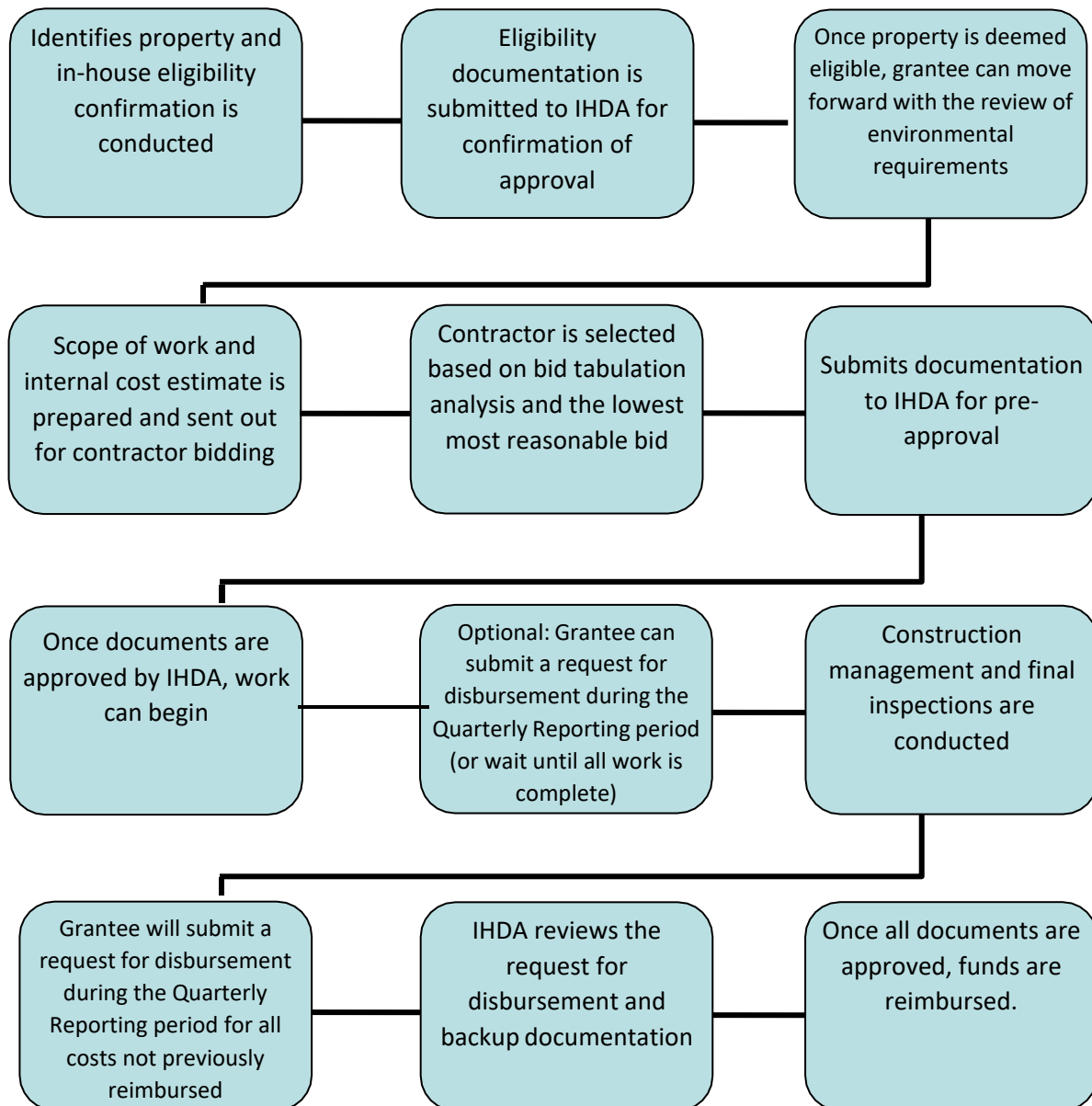
- Do we have the expertise needed to perform all the assigned tasks?
- Should we contract with an outside agency to supplement in-house knowledge?
- Do we currently have sufficient record keeping and financial management practices to be able to maintain the necessary documents, ensure contractors are paid in a timely fashion, and track the staff costs of the program?
- Does our staff have sufficient knowledge of local building codes and lead-based paint requirements to meet the needs of the program?
- Will we be able to keep up with all the compliance procedures and reporting requirements?

Program Activity Table

The following Program Activity Table is provided as a management tool that may be helpful as you manage the various stages of the program round. Indicate which party will be the **primary (P)** decision maker and who will **assist (A)** for each activity.

Activity	Staff Person	Third Party	Other
Identifies property to acquire, rehab, demolish, and/or maintain			
Confirms property eligibility with IHDA			
Reviews for environmental requirements			
Prepares initial scope of work and cost estimates			
Secures contractors through bidding process			
Submits documentation to IHDA for pre-approval			
Inspects ongoing construction/demolition work			
Final inspection			
Pays contractors			
Submits payouts through quarterly reimbursement report			
Performs follow-up as necessary			
Maintains financial records for record retention			

Example Project Flow Chart



Chapter 3- Establishing a Contractor Pool

This section addresses contractor pre-qualification, insurance and licensing requirements, and other contractor concerns. Do you have qualified contractors to do the work? Do you know your contractors? Are they going to do the work professionally, timely, and ethically? Are they financially stable and dependable enough to complete the job? Do they have the required licenses and insurances?

Most rehabilitation and/or demolition programs rely on a pool of pre-qualified contractors. The grantee advertises or otherwise seeks out interested contractors. IHDA recommends that the grantee have the contractor complete the Statement of Contractor's Qualifications, we have included this form as Appendix B. The grantee will also need to review the contractors' insurance information, as well as any required licenses. All insurance and licenses should be current, and a copy should be maintained in the grantee's files.

Insurance Requirements

Minimum coverage should include the following:

- **Workmen's Compensation and Employee's Liability** - Workmen's compensation of not less than the statutory amount and employer's liability of not less than \$500,000 per person.
- **Auto Insurance** - A minimum combined single limit of not less than \$500,000 for injuries, including accidental death, or damages caused by the contractor's vehicles on the site.
- **Comprehensive Public Liability** - Not less than \$1,000,000 for accidents or injuries for each occurrence, and not less than \$2,000,000 in the aggregate for the policy term.

Procurement

Grantees should adhere to the following tenets when establishing procurement policies for the program:

- **Maximize Competition**
In order to ensure that a job is reasonable, open competition should be maximized. At least two, but preferably three proposals from your pre-qualified list of contractors should be received in order to obtain the best possible price for the work to be done.
- **Ensure Project Costs are Reasonable**
An independent cost estimate based on local cost data should be done prior to the bids. The bids are then compared to each other and to the cost estimate. The accepted bid must be within a reasonable range (usually 10%, sometimes more on smaller projects) of the cost estimate. IHDA recommends that you use a cost estimating software for developing work write-ups and cost estimates. If your municipality or agency does not own this software, you may purchase it and request reimbursement from your administrative funds.
- **Avoid Conflicts of Interest**
No conflict of interest may exist between contractors and the grantee. There must be a clear distinction of duties performed by the entity performing the rehabilitation and the parties that develop work write-ups/cost estimates, approve progress and final draw requests, resolve disputes, and/or approve funding of individual households.
- **Unauthorized Compensation**
Grantees may not receive or demand from builder, remodeler, contractor, supplier, or borrower:

- Kickbacks
 - Commissions
 - Rebates
 - Other compensation
- **Select Contractors that are Responsive and Qualified**
Ensure that contractors submitting bids are qualified to complete the work specified in their proposals and are properly licensed and insured.

Prevailing Wage

Illinois Prevailing Wage will apply to SCP in accordance with the [Prevailing Wage Act](#). Current prevailing rates are available on the Illinois Department of Labor [website](#). The grantee must ensure that all contractors are abiding by the Act and that proper records are maintained. IHDA reserves the right to request documentation to confirm compliance of this requirement at any time.

Chapter 4- Environmental and State Administrative Requirements

SCP is supported by the Build Illinois Bond Fund. As such, all State of Illinois requirements for rehabilitation and demolition projects apply. This section addresses environmental and state administrative requirements, including asbestos, state historic preservation review, floodplain concerns, lead-based paint regulations, and other administrative requirements.

Asbestos

For any activity undertaken and submitted for reimbursement under your SCP award, you must follow all local, county, state and federal laws that pertain to such activities. Before demolishing a property, you must ensure all local, county, state and federal requirements for demolition, asbestos inspections, and handling/removal of hazardous containing materials are met. IHDA will not require submission of asbestos inspection documentation. Grantees must sign the Certification of Compliance with applicable Environmental Requirements certifying that they have followed all pertinent local, county, state, and federal laws, including, but not limited to, all applicable environmental laws.

State Historic Preservation

All properties in SCP will need to receive approval from the State Historic Preservation Office (SHPO) indicating that no historic properties will be affected. Grantees should submit information to SHPO as soon as possible and will receive a letter back, which should then be provided to IHDA as part of the pre-approval process in SCP.

More SHPO review and approval information is available at the Illinois Department of Natural Resources (DNR) [website](#). Please note that as of January 1, 2021, the SHPO transitioned to an electronic submittal and review process. The following <https://www2.illinois.gov/dnrhistoric/Preserve/Pages/resource-protection-submittal.aspx> provides step by step instructions.

Note: IHDA will not issue a pre-approval unless you have received an approval/no comment letter back from the State Historic Preservation Office.

If your community is a [Certified Local Government](#) approved by the State Historic Preservation Office, IHDA will accept CLG approval indicating that the proposed work on the parcel will have no adverse effects to historic resources.

Floodplain Requirements

Executive Order 2006-05 governs the development and rehabilitation of properties in the floodplain with State dollars. You must document whether each property is located in a 100-year floodplain. If the property is located in the 100-year floodplain, then flood insurance is required before a property is rehabilitated with State-funded assistance.

To check if a property is in the 100-year floodplain, you will need to consult the Flood Insurance Rate Map (FIRM) for that address published by FEMA. Print a copy of a "FIRMette" from the [FEMA website](#) for the property. There is also a tutorial on the website to assist you. Submit a color copy of the property's FIRMette to IHDA with your pre-approval package.

The National Flood Insurance Program requires that “if the cost of improvements or the cost to repair the damage exceeds 50 percent of the market value of the building, it must be brought up to current floodplain management standards. That means an existing building must meet the requirements for new construction.” See the NFIP Floodplain Management Requirements in Appendix D, for more information.

The entire NFIP Floodplain Management Requirement guide can be found in full at the following [FEMA site](#). The DNR “Illinois Quick Guide to Floodplain Management” serves as a resource for rehabilitation projects in Illinois that must be brought up to current floodplain management standards. This guide is located in Appendix E. This guide and further Illinois specific NFIP information can also be found on the [DNR website](#).

Proximity to an Underground Mine

IHDA requires that a map showing the proximity to underground mines be provided for each rehabilitation project to be funded. A search should be done through the following [website](#). A color copy of the map should be submitted to IHDA as part of the pre-approval package. All properties within the proximity zone will be required to have mine insurance.

Lead-Based Paint for Interior Rehab Projects

The Illinois Department of Public Health (IDPH) provides licenses for lead paint contractors and enforces state regulations regarding lead-based paint.

If the home was built prior to 1978, IHDA will require that a risk assessment be done of the property that will be rehabilitated. According to IDPH, homes built after 1978 do not need to be assessed for lead unless the grantee determines otherwise. Contractors completing lead work will need to submit their lead abatement contractor license and the lead supervisor license to the grantee for review.

Lead-based paint assessment and remediation work are both eligible costs under SCP. However, if the clearance test fails, the contractor must pay for a second clearance test after further remediation work is done. IHDA will not reimburse for additional clearance testing.

When any interior rehabilitation work is being done and lead-based paint is **known** or strongly suspected in the work site area, then lead-safe work practices must be followed. This includes inspection and remediation work performed by state-licensed risk assessors and contractors. All work in the affected areas must be done by a licensed lead contractor using lead-safe work practices and pass IDPH lead clearance levels.

Other Environmental Requirements

Due diligence with regards to health and safety issues, and environmental concerns is a responsibility of publicly funded programs, whether the items are specifically stated. The above is not meant to be a comprehensive listing of all environmental requirements.

Chapter 5- Property Eligibility and Pre-approval

This section provides information on how to evaluate the feasibility of rehabilitating or demolishing the property, as well as how to obtain pre-approval from IHDA. At this point in the project, you have found a property that is eligible for SCP and can move forward to drafting the scope of work.

Scope of Work

After reviewing the above-mentioned factors, you will derive your scope of work for the project. This is your general list of items that need to be completed as part of the project. At this point in your process, you will probably also have a good idea if the project can move forward with the amount of funds that you have available. The person performing the initial assessment of the property prepares the scope of work and later the cost estimate, must be qualified and knowledgeable with state and local building codes, including energy efficiency standards. Additionally, for rehabilitation projects, pre-1978 structures will need a lead risk assessment conducted by a state-certified lead risk assessor in accordance with state-required protocols.

Scope of Work Narrative

Now that you have prepared a Scope of Work for the project, IHDA requires that you briefly summarize the work to be performed in a Scope of Work Narrative. This narrative must be in memo/letter format and on your organization's letterhead. You will include this Narrative as part of your pre-approval package.

Work-up/Cost Estimate

A detailed work write-up and cost estimate should now be developed. The cost estimate should include detailed specifications and be based on current market costs. You should derive your own in-house cost estimate prior to bidding the project and establish limits on what you will accept. Your work write-up should include your standards and specifications that are specific and measurable and will result in a good quality project. IHDA recommends the use of cost estimating software, such as Housing Developer Pro and RESPEC. Best practices generally require that bids be within 10% of the cost estimate.

The next step is to consider project feasibility. Do you have sufficient funds for the rehabilitation and soft costs needed to complete the project? Make a detailed budget. If there are insufficient funds to complete the project, and additional funds from other sources are unavailable, you will have to decide whether to move forward with the project.

Confirmation of Property Eligibility and Pre-Approval Request

SCP will utilize a two-stage approach to ensure the property meets the general SCP requirements and that all documentation demonstrates that the grantee has completed the necessary steps to begin work on the specific property. Additional details on this process are included in the Instruction Manual – Completing an SCP Reimbursement Request included as Appendix G.

SCP Pre-Approval Part 1: Initial Property Approval

First, grantees will submit an Initial Property Approval Information utilizing an online Jotform survey. All properties submitted for reimbursement under the Strong Communities Program (SCP) must be verified as meeting eligibility requirements per the definition of Abandoned Residential Property included in Appendix A. These requirements include that each property be zoned as residential and contains a 1-6 unit building. IHDA must verify a property's eligibility before any payment for work done on a specific property can be approved. This is the first step of the process to begin work on a property. Please keep in mind if a property is unclassified or classified as exempt, additional information such as past year assessment information will need to be provided to demonstrate that the property was previously classified as residential.

Grantees also need to have the legal authority to undertake proposed activities. Grantees must, before performing any work pursuant to the Program or in its performance under the Funding Agreement, have the legal authority to undertake any proposed activities on private property and shall comply with all applicable local, county, state and federal laws and regulations.

Grantees **will not** need to provide documentation of ownership/legal authority as part of the initial property approval.

See Appendix G Instruction Manual – Completing an SCP Reimbursement Request for this JotForm link.

SCP Pre-Approval Part 2: Pre-Approval Checklist

The second stage is the pre-approval from IHDA before any costs are incurred on the project. Once you have collected all the documentation listed below, you will submit the information to the Community Affairs Department using Jotform. We will email you to confirm pre-approval or let you know if any additional documentation is needed. Note that IHDA will not collect documentation of ownership/legal authority, but grantees must sign the Certification of Legal Authority.

The following documentation must be submitted as part of your **Pre-approval package**:

1. Certification of Legal Authority (use IHDA-provided form)
2. Scope of Work Narrative (summary of work to be performed on agency letterhead)
3. Bid Tabulation (summarizing bids received for project using IHDA-provided template)*
4. In House Cost Estimate (on which the request for funds is based)
5. State Historic Preservation Office Approval Confirmation**
6. FIRMette, floodplain map (in color), if applicable
7. Mine map (in color), if applicable
8. Pictures in color of work to be completed (before rehabilitation, must be labeled).
9. Your disposition strategy (for properties submitted for acquisition expenses only)

**An exception can be granted to allow submission of the Bid Tabulation Form with the Reimbursement Request Form rather than as part of the Pre-Approval Process. Please indicate whether you will be requesting this exception when completing the Pre-Approval Checklist*

***Certified Local Government approval will also be accepted for this requirement*

See Appendix G Instruction Manual – Completing an SCP Reimbursement Request for this JotForm link.

Chapter 6- Construction, Demolition and Rehabilitation Management

Now that your in-house cost estimate determines that the project should continue, you should solicit bids from your pool of contractors. You must take pictures before, during, and after the construction period. Pictures must be submitted before the work begins to demonstrate the work that needs to be done. Pictures included in partial payout submissions must show progress and any completed components. Final payout pictures must show completion of the items specified on the work write-up. Make sure pictures reference the major items in your cost estimate and scope of work narrative. Please include color pictures and be sure to label them. If there were numerous change orders, a new or revised scope of work narrative should be submitted with your payout documents.

Bid the Job and Select a Contractor

A minimum of two bids (preferably three) must be obtained for all projects. The submission of more than one bid helps assist in assessing the validity of your cost estimate and establishes that costs are reasonable for your market.

Do not accept bids that are too low or that are unreliable. **Do** make sure that bids are comparable and that you are comparing the same line items. Perform a bid tabulation analysis to compare and document that the bid review process was fair and accurate.

Once the bids have been reviewed, select the lowest and most reasonable bid. Do share the [IHDA Standards for Architectural Planning and Construction](#), which are the minimum quality standards for all rehabilitation projects.

General steps to move forward with the contractor:

- ✓ **Step 1 - Issue a Notice to Proceed.** This notice informs all parties that a contractor may begin construction on a project.
- ✓ **Step 2- Are permits required?** Make sure all necessary permits have been obtained.
- ✓ **Step 3 - Perform interim inspections as needed.** Document the interim inspections.
- ✓ **Step 4 - Perform final inspection** to confirm work is completed in accordance with permit.

Chapter 7- Receiving Funding, Project Completion, and Reporting

This section outlines the payout process, including required documentation and timelines for payment. Requests for reimbursements are handled on a quarterly basis through the Quarterly Disbursement Statement.

Reporting Requirements

Quarterly Disbursement Statement

For a detailed step by step guide on completing a Quarterly Disbursement Statement, see Appendix G Instruction Manual – Completing an SCP Reimbursement Request. The Cover Sheets used for reporting can be found in Appendix H. The SCP Reporting Timeline with due dates is found in Appendix I.

Please note that expenses for testing and remediation of asbestos and/or lead are reimbursable as part of demolition and/or rehabilitation projects under the Program.

If requesting reimbursement for acquisition expenses, please include a copy of the ownership document (Deed, Purchase Agreement, etc.). If not requesting reimbursement for acquisition expenses, no ownership documentation is required. The Certification of Legal Authority provided in the Pre-Approval process will serve to demonstrate that the grantee has legal authority to undertake the project on the relevant property.

You may submit up to two requests for reimbursement per property.

First Request

You will submit a request for reimbursement if your project is partially complete and you would like to make a payment to your contractor for work completed.

1. Checklist and cover sheets indicating first reimbursement
2. Ownership Documentation (only if requesting reimbursement of acquisition expenses)
3. Scope of work narrative (on grantee's letterhead, if amended from pre-approval)
4. Change order(s) if any
5. Contractor payment invoice and proof of payment
6. Invoice or comparable documentation and proof of payment for all other eligible costs
7. Pictures of completed work (include both "during", for rehab, and, if completed "after" photos)
8. For rehabilitation projects, lead risk assessment, conducted by a certified lead risk assessor.
9. Bid Tabulation Form (if not provided as part of Pre-Approval Process)

Second Request

You will submit a final request for reimbursement if your project is complete and you would like to make a final payment to your contractor.

1. Checklist and cover sheets indicating final reimbursement
2. Ownership Documentation (only if requesting reimbursement of acquisition expenses and not provided previously)

3. Scope of work narrative (if different from first request or pre-approval or to reflect multiple change orders)
4. Change order(s), if any
5. Contractor payment invoice and proof of payment
6. Invoice or comparable documentation and proof of payment for all other eligible costs
7. Certification of Compliance with Applicable Environmental Requirements (IHDA-provided form)
8. Pictures of completed work (include both “during”, for rehab, and, if completed “after” photos)
9. For rehabilitation projects, lead risk assessment, conducted by a certified lead risk assessor. (if not provided previously)
10. For rehabilitation projects, is property ready for occupancy? If not, provide an explanation.
11. For rehabilitation projects, confirmation of final inspection.
12. Bid Tabulation Form (if not provided as part of Pre-Approval Process or previously with a first request)

Administrative Funds

The grantee is eligible to receive up to 5% of the total grant amount disbursed as administrative funds under SCP.

- Collection of administrative funds is based on successful completion of the program (prorated by the percentage of project funds expended). For example, if the grantee has spent only 50% of their project funds (47.5% of total award), then up to 50% of the administrative funds will be approved for payout.
- The grantee is responsible for monitoring and tracking its total project expenditures, as well as its administrative funds requests.
- Back-up documentation may be required for administrative draws, at IHDA’s discretion.
- Only two (2) administrative funds draws per grantee will be granted for the Program. Requests for reimbursement can be submitted mid and at the end of the program.

Please refer to Appendix G Instruction Manual – Completing an SCP Reimbursement Request for further details.

Congratulations! You are now familiar with the steps needed to successfully implement SCP. Please contact us at any time with any questions at SCPinfo@ihda.org.

List of Appendices

[Appendix A – Definition of Abandoned Residential Property](#)

[Appendix B – Statement of Contractor’s Qualifications](#)

[Appendix C – Certification of Compliance with Applicable Environmental Requirements](#)

[Appendix D – NFIP Floodplain Requirements—Unit 8](#)

[Appendix E – Illinois Floodplain Management—Quick Guide](#)

[Appendix F – Illinois Executive Order 2006-5](#)

[Appendix G – Instruction Manual – Completing an SCP Reimbursement Request](#)

[Appendix H - Cover Sheets – SCP Grantee Individual Unit Submission Packet and Checklist](#)

[Appendix I – SCP Reporting Schedule](#)

[Appendix J – Bid Tabulation Form](#)

[Appendix K – 2019 IHDA Property Standards](#)

[Appendix L – EPA Project Your Family Pamphlet](#)

[Appendix M – Acquisition Strategies and Legal Authority](#)

[Appendix N – Legal Authority Certification](#)

[Appendix O – Additional Resources](#)

STATE OF ILLINOIS, } ss.
COUNTY OF WINNEBAGO }

I, LORI GUMMOW, County Clerk in and for said County, in the State aforesaid, do hereby certify that I have compared the foregoing attached copy of:

**RESOLUTION AUTHORIZING PARTICIPATION IN ABANDONED
RESIDENTIAL PROPERTY MUNICIPAL RELIEF PROGRAM GRANT**

with the original document which is on file in my office; and found it to be a true, perfect and complete copy of the original document.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County, at my office in the City of Rockford, in said County,

This 23rd DAY OF JULY, 2021.

LORI GUMMOW, Winnebago County Clerk

BY: Angela Reina Deputy County Clerk



SPONSORED BY: JAS BILICH

RESOLUTION
OF THE
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

SUBMITTED BY: ECONOMIC DEVELOPMENT COMMITTEE
2021 CR 074

**RESOLUTION AUTHORIZING PARTICIPATION IN ABANDONED RESIDENTIAL
PROPERTY MUNICIPAL RELIEF PROGRAM GRANT**

WHEREAS, the Illinois Housing Development Authority (the "Authority") has issued to the County of Winnebago that certain Conditional Commitment Letter (together with any amendments thereto, the Commitment"), pursuant to which the Authority has agreed to issue a grant from the Abandoned Residential Property Municipal Relief Program (the "Program") to the County of Winnebago in an amount not to exceed Seventy-Five Thousand and 00/100 Dollars (\$75,000.00) (the "Grant") and the County of Winnebago will use the Grant funds solely and exclusively for eligible activities in connection with Program and for no other purpose; and

WHEREAS, the Winnebago County Board deems it to be in the best interest of the County of Winnebago to accept the Grant.

NOW THEREFORE BE IT RESOLVED, by the County Board of the County of Winnebago that the County of Winnebago is hereby authorized to accept the Grant.

BE IT FURTHER RESOLVED, that the County of Winnebago is authorized to accept the Commitment and enter into a Program Funding Agreement for the Program (the "Agreement") with the Authority where in the County of Winnebago agrees to perform Program services in return for the Grant.

BE IT FURTHER RESOLVED, that the County of Winnebago hereby accepts the Grant, agrees to deliver and/or execute the Commitment and the Agreement and any and all other instruments, certifications and agreements as may be necessary or desirable for the County of Winnebago to perform all of its obligations and duties under the Program (including any amendments, other agreements or supplements).

BE IT FURTHER RESOLVED, that Dr. Sandra Martell, the Winnebago County Health Department Administrator, without the necessity or requirement for the signature of another person, is hereby authorized, empowered, and directed to execute on behalf of the County of Winnebago, the Commitment, the Agreement and all other documents and instruments relating to the Grant to be delivered to the Authority in connection with the closing of the Grant and take such further action on behalf of the County of Winnebago as they deem necessary to effectuate the foregoing Resolutions.

BE IT FURTHER RESOLVED, that the County of Winnebago hereby ratifies, authorizes, confirms and approves any prior action of the County of Winnebago taken in furtherance of the foregoing Resolutions and any and all documents and instruments previously executed on behalf of the County of Winnebago in connection with the Grant.

BE IT FURTHER RESOLVED, that the Clerk of the County Board is hereby authorized to prepare and deliver a certified copy of this Resolution to the Winnebago County Health Administrator, Winnebago County Administrator, and the Winnebago County Director of Development Services.

Respectfully submitted,
Economic Development Committee

AGREE

DISAGREE

YES

JAS BILICH, CHAIRMAN

JAS BILICH, CHAIRMAN

DOROTHY REDD

DOROTHY REDD

JEAN CROSBY

JEAN CROSBY

YES

FRED WESCOTT

FRED WESCOTT

YES

BRAD LINDMARK

BRAD LINDMARK

ANGELA FELLARS

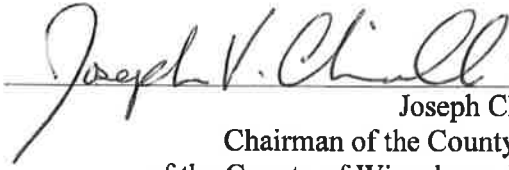
ANGELA FELLARS

YES

TIM NABORS

TIM NABORS

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this 22nd day of July, 2021.



Joseph Chiarelli
Chairman of the County Board
of the County of Winnebago, Illinois

ATTESTED BY:



Lori Gummow
Clerk of the County Board
of the County of Winnebago, Illinois

(14)

	AYES	NAYES	PRESENT	ABSENT	ABSTAINED
1. ARENA, PAUL	✓				
2. BILICH, JAS	✓				
3. BOOKER, AARON	✓				
4. BUTITTA, JOHN	✓				
5. CROSBY, JEAN	✓				
6. FELLARS, ANGELA	✓				
7. GERL, BURT	✓				
8. GORAL, ANGIE	✓				
9. HOFFMAN, JOE	✓				
10. KELLEY, DAVE	✓				
11. LINDMARK, BRADLEY	✓				
12. MCCARTHY, KEVIN	✓				
13. MCDONALD, KEITH	✓				
14. NABORS, JR. TIMOTHY	✓				
15. REDD, DORTHY	✓				
16. SALGADO, JAIME	✓				
17. SCHULTZ, STEVE	✓				
18. TASSONI, DAVE	✓				
19. WEBSTER, JIM	✓				
20. WESCOTT, FRED	✓				
TOTALS Roll Call	20				



Resolution Executive Summary

Committee Date: Monday, April 4, 2022

Committee: Economic Development

Prepared By: Chris Dornbush

Document Title: Resolution Granting Authority To The Winnebago County Board Chairman To Execute The Documents Necessary To Complete A Loan For \$100,000 From The Revolving Loan Fund To Northern Lights Bryant, LLC Doing Business As Northern Lights

County Code: NA

Board Meeting Date: Thursday, April 14, 2022

Budget Information:

Was item budgeted? Yes	Appropriation Amount: \$100,000
If not, explain funding source:	
ORG - OBJ - Project Code: Fund available in fund #0307 (Revolving Loan Fund)	Budget Impact: None - Budgeted

Background Information:

Rockford Local Development Corporation (RLDC) have demonstrated a positive effect in growing the regional economy in partnership through the County's Revolving Loan Fund Program that was established in 2014. Northern Lights Bryant, LLC doing business as Northern Lights sells and installs lights and light fixtures to contractors and the general public. The origin of the business has existed since the 1977 and has been/is being expanded through other business acquisitions. The loan is to assist with the gap financing of the acquisition of Visions Lighting & Accessories, consolidation of business location to the City of Loves Park, and operating capital. Northern Lights is requesting a \$100,000 loan for 10 years at a 5.5% annual interest rate to expand their business. The loan is anticipated to create an additional 2.5 additional full-time equivalent (FTE) positions over the next 2 years for a total of 4 full-time equivalent (FTE) and will generate sales tax dollars for the region.

Recommendation:

Administration supports the recommendation as proposed with the terms stated by RLDC for the loan regarding Northern Lights Bryant.

Contract/Agreement:

NA

Legal Review:

Yes

Follow-Up:

RLDC & staff normally update the entire Board on an annual basis.

Regional Planning & Economic Development Department

404 Elm Street, Rm 403, Rockford, IL 61101 | www.wincoil.us

Phone: (815) 319- 4350 | E-mail: buildingdept@wincoil.us

**RESOLUTION
OF
THE COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

SUBMITTED BY: ECONOMIC DEVELOPMENT COMMITTEE

2022 CR _____

**RESOLUTION GRANTING AUTHORITY TO THE WINNEBAGO COUNTY
BOARD CHAIRMAN TO EXECUTE THE DOCUMENTS NECESSARY TO
COMPLETE A LOAN FOR \$100,000 FROM THE REVOLVING LOAN FUND
TO NORTHERN LIGHTS BRYANT, LLC DOING BUSINESS AS NORTHERN LIGHTS**

WHEREAS, Northern Lights Bryant, LLC doing business as Northern Lights (Northern Lights), was established more than 40 years ago and is seeking to expand its business operations; and

WHEREAS, Northern Lights is purchasing a primary competitor and locating to the City of Loves Park where they will sell and install lighting fixtures to contractors and customers; and

WHEREAS, Northern Lights owners are requesting one hundred thousand dollars (\$100,000.00) to expand its business footprint in the Winnebago County region; and

WHEREAS, it is estimated this loan will assist in the retention of one and a half (1.5) jobs and the creation of two and a half (2.5) full-time equivalent jobs over the next two (2) years with the expansion of the business which will increase sales tax dollars to the area; and

WHEREAS, Northern Lights is seeking a loan to purchase a similar lighting business and expand its business operations as recommended by the staff of Rockford Local Development Corporation (RLDC), of one-hundred thousand dollars (\$100,000.00) amortized at five and a half percent (5.5%) for ten (10) years from the County of Winnebago's Revolving Loan Fund secured by and personally guarantee by the owners; and

NOW THEREFORE, BE IT RESOLVED, that the Chairman of the County Board of the County of Winnebago, Illinois is hereby authorized to execute the loan documents prepared by Rockford Local Development Corporation (RLDC) and approved by the Winnebago County State's Attorney's Office for the loan of one-hundred thousand dollars (\$100,000.00) at five and a half percent (5.5%) fully amortized over ten (10) years to Northern Lights Bryant, LLC doing business as Northern Lights secured by and personally guarantee by the owners.

BE IT FURTHER RESOLVED, that this Resolution shall be effective on its adoption.

BE IT FURTHER RESOLVED, that the Clerk of the County Board of the County of Winnebago is directed to prepare and deliver certified copies of this resolution to the Winnebago County Regional Planning and Economic Development Director, County Finance Director, and the County Auditor.

Respectfully submitted,
Economic Development Committee

AGREE

DISAGREE

FRED WESCOTT, CHAIRMAN

FRED WESCOTT, CHAIRMAN

DOROTHY REDD, VICE CHAIRWOMAN

DOROTHY REDD, VICE CHAIRWOMAN

JEAN CROSBY

JEAN CROSBY

ANGELA FELLARS

ANGELA FELLARS

BRAD LINDMARK

BRAD LINDMARK

TIM NABORS

TIM NABORS

JOHN SWEENEY

JOHN SWEENEY

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this ____ day of _____ 2022.

ATTESTED BY:

JOSEPH CHIARELLI
CHAIRMAN OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

LORI GUMMOW
CLERK OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

Revolving Loan Fund**Loan Summary for:**

Northern Lights Bryant, LLC (d.b.a. Northern Lights)

Applicant:

Northern Lights Bryant, LLC (d.b.a. Northern Lights)

PIN: 12-04-253-035 (1.15 Acres)**Principal / Officer (%):** Kathryn Bryant (51%)
Eric M. Bryant (49%)**Location Address:**5596 E. Riverside Blvd
Loves Park, IL 61111**Website:** www.northernlightsunlimited.com**County Board District #:** 20**County Board Member:** John Sweeney**Jurisdiction:** City of Loves Park**Type of Business:** ☐ New (Start-up)☒ Expansion (Existing)**Industry:** Retail (as well as installation)

<u>Requested County Revolving Loan Fund:</u>					<u>Employees:</u>	Current	Projected
Investment(s)				Percentage	Full-Time Equivalent (FTE):	1.5	2.5
County:	\$ 100,000.00	5.50%	interest	32.36%			
		10	years				
Owner's:	\$ 22,000.00			7.12%	Part Time:	0	Within the closing of the sale of previous business assets, and opening of new business.
NICDC / DCEO:	\$ 40,000.00			12.94%			
Illinois Bank and Trust	\$ 117,000.00			37.86%			
Illinois Bank and Trust - LOC	\$ 30,000.00	Line of Credit		9.71%	Total:	4	
Total Financing of Project:	\$ 309,000.00			100.00%			
***Cost of County funds per projected job created: \$25,000							

Uses of Loan Proceeds:

- Purchase of business assets of Vision Lighting & Accessories (\$210,000)
- Refinanced the outstanding debt from the sale of Northern Lights (\$48,600)
- The balance of project proceeds will provide operating capital to support the businesses growth (\$50,400).

Revolving Loan Fund

Loan Summary for:

Northern Lights Bryant, LLC (d.b.a. Northern Lights)

Description of Business & Project:

Northern Lights Bryant LLC dba Northern Lights was formed in 2019. Northern Lights business purchased this existing business and real estate of Northern Lights Unlimited, Inc., a lighting fixture store in Belvidere, IL. Northern Lights was started more than 40 years (1977) ago by its seller, Virgil Maringer. Katie and Eric Bryant (wife & husband) decided to purchase the business from Virgil. Currently, this is a woman owned business, Ms. Bryant owns 51% of the company and will still maintain her full-time position at Coyle-Kiley Insurance Company, where she works as an agent. Eric, her husband, owns the remaining 49% portion of the company and will manage the company fulltime. Kathryn Bryant holds a Bachelor of Arts and Masters of Arts degrees and Eric Bryant has Bachelor of Science degree and over 12 years of supervisory experience. Their primary competitor outside of big box stores has been Vision Lighting. With the acquiring of the Vision Lighting business (request before you), it will help the Bryants achieve their goals of offering better bulk discounts to residential contractors and their customers. New house construction has seen a decline in the Rockford region, however the market for renovations has been increasing, especially during the pandemic, which they are estimating that 80% of their business will come from home improvements. As opposed to the Rockford region, Boone and McHenry Counties are experiencing a robust amount of new house construction. This will also help them achieve a larger geographical business footprint through different marketing strategies that they are looking to implement (social media, social networking events, Rockford & Belvidere Chamber of Commerce, tent sales, and more). The funding structure being requested will allow them to refinance the sellers note from their previous location, relocate them into the City of Loves Park, Winnebago County region, and also provide the necessary funding for operational costs, which will give enough allowances to increase the staff. An advantage that Northern Lights has to offer over big box stores is full service, they take a more hands on approach with contractors and customers which is preferable, they offer installation, besides their more personized customer service. This will also increase the sales tax generated within our county, as the company relocates to Winnebago County we also are gaining the customer base.

Loan Summary for:

Northern Lights Bryant, LLC (d.b.a. Northern Lights)

RLDC Recommendation:

Staff recommends a \$100,000, term loan to be fully amortized over ten (10) years at 5.5% for the following reasons :

- 1) Northern Lights plans to leave Belvidere and relocate to Riverside Blvd in Loves Park adding new sales tax for the community.
- 2) By purchasing the Vision Lighting business, the Bryant's are removing their largest independent competitor from the market.
- 3) Participation in this financing is expected to result in the creation of 2.5 new FTEs and new sales tax revenue for Loves Park.
- 4) In the absence of the sale to the Bryant's, Vision Lighting is at risk of closing its doors and liquidating collateral as its current owners are at an advanced age and one has serious health issues
- 5) RLDC financed the purchase of Northern Lights by the Bryant's who had an impeccable loan repayment record and prepaid the loan in full.

Other Conditions:

Kathryn and Eric Bryant will be co-signatories to the Note & a personal guarantee on the loan.

Site Property Tax Information:

2020	Tax Year Information		Fair Market Value:	Tax Bill	Winnebago County Portion	
	PIN(s):	Acres			Tax	Pension
	12-04-253-035	1.15	\$ 968,310.00	\$ 31,670.70	\$ 2,342.76	\$ 702.60
		1.15	\$ 968,310.00	\$ 31,670.70	\$ 2,342.76	\$ 702.60
					\$ 3,045.36	
					Other Entities	\$ 28,625.34
					Winnebago County	\$ 3,045.36
					TOTAL TAX BILL	\$ 31,670.70

Tax Bill

■ Other Entities

■ Winnebago County

10%

90%

Revolving Loan Fund

Loan Summary for:

Northern Lights Bryant, LLC (d.b.a. Northern Lights)

Sales Tax Estimator											
Company:	Northern Lights Bryant dba Northern Lights		ESTIMATED SALES TAX BREAKDOWN								
Address:	5596 E. Riverside Blvd										
PIN(s):	12-04-253-035										
			Estimated Sales	\$	585,000.00						
			8.75%	\$	51,188						
DISTRICT	Sales Tax Breakdown		% of Sales Tax	Sales Tax							
Illinois	6.25%				\$ 51,188						
State	5.00%		57.14%		\$ 29,250						
STATE - Municipality (if within a Municipality)	1.00%		11.43%		\$ 5,850						
County	0.25%		2.86%		\$ 1,463						
Winnebago County Public Safety Sales Tax	1.00%	1.00%	11.43%		\$ 5,850						
Health Dept (Mental Health) Sales Tax	0.50%	0.50%	5.71%		\$ 2,925						
Municipality Special Sales Tax	1.00%	1.00%	11.43%		\$ 5,850						
SALES TAX	8.75%	8.75%	100.00%		\$ 51,188						
INCENTIVES											
Municipality											
			STATE - Municipality	1.00%	\$ 5,850						
			Road Sales Tax	1.00%	\$ 5,850						
				2.00%	\$ 11,700						
Winnebago County											
			STATE - County	0.00%	\$ -						
			STATE - County	0.25%	\$ 1,463						
			Public Safety Sales Tax	1.00%	\$ 5,850						
			Mental Health Sales Tax	0.50%	\$ 2,925						
				1.25%	\$ 10,238						
State of Illinois											
			STATE	5.00%	\$ 29,250						
				5.00%	\$ 29,250						
Estimated Sales Tax Revenue											
Government Entity	Incentive Amount	%									
Municipality	\$ 11,700.00	23%									
Winnebago County	\$ 10,237.50	20%									
State of Illinois	\$ 29,250.00	57%									
	\$ 51,187.50	100%									
<div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="width: 40%;"> </div> <div style="width: 55%;"> <p style="text-align: center; font-weight: bold;">Estimated Sales Tax Revenue</p> <table style="margin-left: auto; margin-right: 0;"> <tr> <td style="width: 10px; height: 10px; background-color: #4f81bd; border: 1px solid black;"></td> <td>Municipality</td> </tr> <tr> <td style="width: 10px; height: 10px; background-color: #c00000; border: 1px solid black;"></td> <td>Winnebago County</td> </tr> <tr> <td style="width: 10px; height: 10px; background-color: #8ebf3e; border: 1px solid black;"></td> <td>State of Illinois</td> </tr> </table> </div> </div>							Municipality		Winnebago County		State of Illinois
	Municipality										
	Winnebago County										
	State of Illinois										

Attachments:

1. Illinois Secretary of State Corporation / LLC Certificate of Good Standing
2. Site Map of the location
3. Tax Information



Office of the Secretary of State Jesse White
ilsos.gov

Corporation/LLC Search/Certificate of Good Standing

LLC File Detail Report

File Number	08891729
Entity Name	NORTHERN LIGHTS BRYANT LLC
Status	ACTIVE

Entity Information

Principal Office
1106 LOGAN AVENUE
BELVIDERE, IL 610080000

Entity Type
LLC

Type of LLC
Domestic

Organization/Admission Date
Monday, 6 July 2020

Jurisdiction
IL

Duration
PERPETUAL

Agent Information

Name RODNEY W. KIMES
Address 503 BERGLUND RD PECATONICA , IL 61063
Change Date Monday, 6 July 2020

Annual Report
For Year 2021
Filing Date Tuesday, 1 June 2021

Managers
Name Address BRYANT, KATHRYN B 11112 COVINGTON PL BELVIDERE, IL 61008
Name Address BRYANT, ERIC M 11112 COVINGTON PL BELVIDERE, IL 61008

Series Name
NOT AUTHORIZED TO ESTABLISH SERIES

[Return to Search](#)[File Annual Report](#)

Adopting Assumed Name

Articles of Amendment Effecting A Name Change

Change of Registered Agent and/or Registered Office

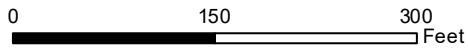
(One Certificate per Transaction)

This information was printed from www.ilsos.gov, the official website of the Illinois Secretary of State's Office.

Wed Mar 30 2022



WinGIS cannot and does not warrant the accuracy of: property and boundary lines, dimensions of parcels and lots, location of structures or improvements, and topographic or geologic



SCALE: 1:1,709



Winnebago County

County Treasurer

[Wincoil Home Page](#)
[Treasurer Home Page](#)
[Supervisor of Assessments](#)
[Search Again](#)

Parcel Tax Details for Parcel Number 12-04-253-035

[View Property via WinGIS](#)

[View Property Sales Data, Structural Information & Building Permit History via Rockford Township Assessor](#)

Please choose the tax year you would like to view details for:

2020 ▼

Tax Payment Information ***2020 taxes payable in 2021***

Owner Address

WITKINS NORMAN D AND NILSEN, JEFFREY L
3957 NORTH MULFORD RD
ROCKFORD, IL 61107

Taxbill Address

WITKINS, NORM AND NILSEN, JEFF
5596 E RIVERSIDE BLVD
LOVES PARK, IL 61111

----- First Installment-----

Due Date: 6/4/2021
Amount: 15835.35
Penalty: 0.00
Cost: 0.00
Total Due: 15835.35
Paid: 15835.35 Date: 5/19/2021
By: ONLINE CHECK

----- Second Installment-----

Due Date: 9/3/2021
Amount: 15835.35
Penalty: 0.00
Cost: 0.00
Total Due: 15835.35
Paid: 15835.35 Date: 8/25/2021
By: ONLINE CHECK

For Parcel Address: 5596 E RIVERSIDE BLVD

Tax Calculation

<i>Description</i>	<i>Amount</i>
Board of Review Assessed Value	322739
Township Equalization Factor	x 1.0000

Board of Review Equalized Value	=	322739
Home Improvement Exemption	-	0
Disabled Veteran Exemption	-	0
Department of Revenue Assessed Value	=	322739
County Multiplier	x	1.0000
Revised Equalized Value	=	322739
Senior Freeze Exemption	-	0
FAF/VAF Exemption	-	0
Owner Occupied Exemption	-	0
Over 65 Exemption	-	0
New Disabled or Veteran Exemption	-	0
Returning Veteran Exemption	-	0
Taxable Value	=	322739
Tax Rate for Tax Code 002	x	9.8131
Calculated Tax	=	\$31670.70
Non Ad Valorem -	+	\$0.00
Abatements	-	\$0.00
TOTAL TAX DUE:	=	\$31670.70
Fair Market Value: 968310		1977 Equalized Value: 0

Taxing Bodies and Rates

Taxing Body	Rate	Tax
WINNEBAGO COUNTY	0.9436	\$3045.36
FOREST PRESERVE	0.1073	\$346.30
ROCKFORD TOWNSHIP	0.1233	\$397.94
LOVES PARK CITY	0.0000	\$0.00
ROCKFORD PARK DISTRICT	1.0042	\$3240.95
ROCK RIVER WATER REC	0.1795	\$579.32
NORTH SUBURBAN LIBRARY	0.2844	\$917.87
GREATER RKFD AIRPORT	0.0987	\$318.54
HARLEM SCHOOL DIST 122	6.4846	\$20928.33
COMMUNITY COLLEGE 511	0.4615	\$1489.44
ROCKFORD TWSP ROAD	0.1260	\$406.65

***** **End of Real Estate Tax Information** *****

[Top of Page](#)

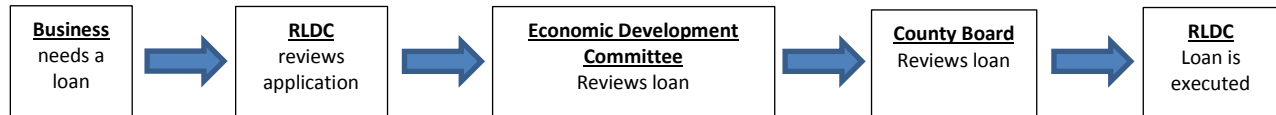
[Search Again](#)

Winnebago County Revolving Loan Fund (RLF) Program Overview

Rockford Local Development Council (RLDC) Manages the Revolving Loan Fund Program on behalf of Winnebago County RLDC Agreement approved November 26, 2014	
John Phelps Executive Director of RLDC #815-987-8675	http://rldc.us/index.asp 120 West State Street, Suite 306 Rockford, IL 61101

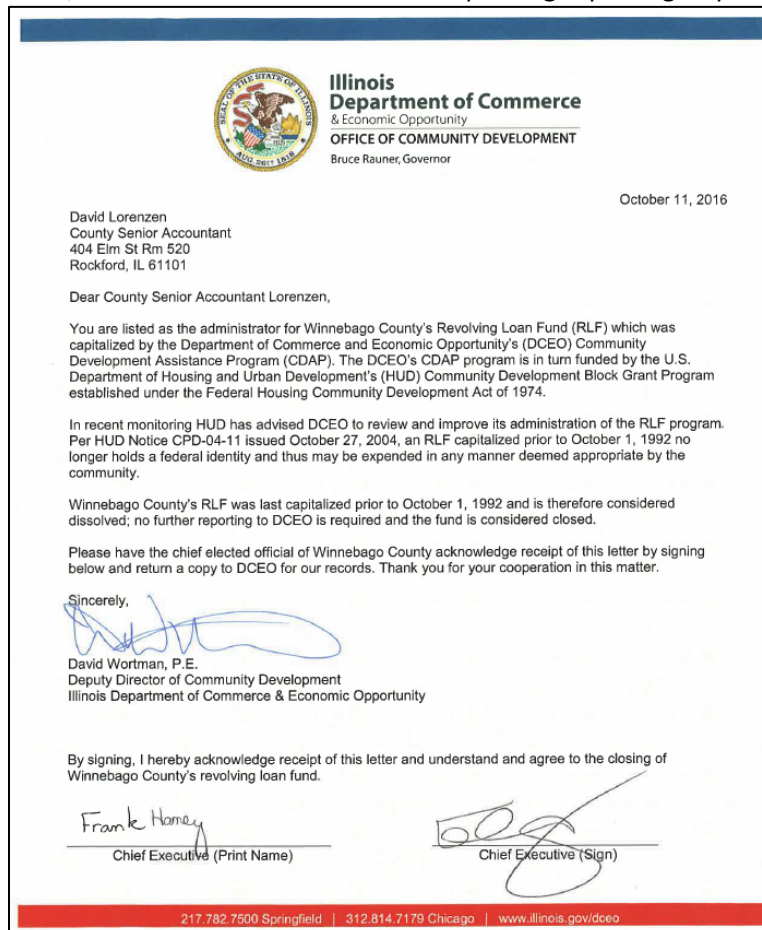
REVOLVING LOAN FUND PROCESS IN A NUTSHELL

(Assuming approval at each step)



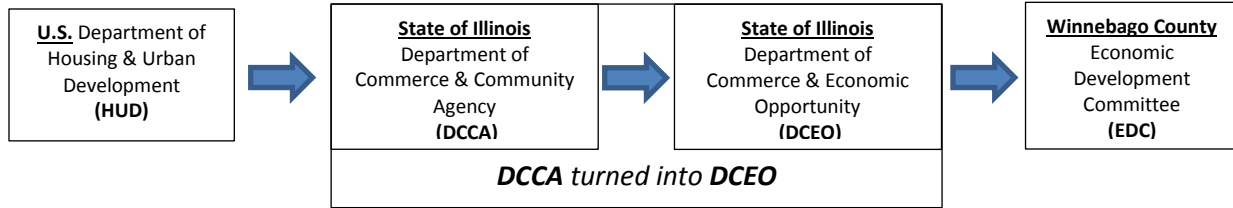
- Program is used for Gap Financing, examples of use...
 - Land & Building
 - Equipment & Machinery
 - Working Capital

October 11, 2016 State of Illinois letter relinquishing reporting requirements.



Winnebago County Revolving Loan Fund (RLF) Program Overview

Origin of Funding for Revolving Loan Fund Program



- **NOT** connected with the County's General Fund, operating costs, etc.
 - It's a stand-alone fund
- No liability to Winnebago County
- Fund generates interest
 - Interest covers management fees
 - Balance grows account

Activity Summary

- Since September 28, 2015 through today (March 28, 2019)
 - 11 loans processed
 - Including tonight's
 - \$500,500 in loan amounts
 - Estimated 70 Full-Time Equivalent jobs creates
- Average loan...
 - Amount \$45,500
 - Loan amounts have ranged from \$20,000 to \$100,000
 - Length just over 7 years
 - Loan lengths have ranged from 5 to 10 years

OPERATIONS & ADMINISTRATIVE COMMITTEE



Resolution Executive Summary

Prepared By: Facilities Maintenance
Committee: Operations and Administrative
Committee Date: April 7, 2022
Resolution Title: Resolution Awarding Joint Seal Coating Services
County Code: Winnebago County Purchasing Ordinance
Board Meeting Date: April 14, 2022

Budget Information:

Was item budgeted? Yes	Appropriation Amount:
If not, explain funding source:	
ORG/OBJ/Project Code: Multiple	Budget Impact: None was budgeted

Background Information:

Many Winnebago County owned facilities require seal coating services, which consists of cleaning, crack filing, sealing and striping of pavement for parking lots, roadways, paths and other surfaces.

The Rockford Park District and the County of Winnebago requirements were jointly included in RPD Bid #22-2275 for Joint Purchasing Seal Coating Services.

Recommendation:

Facilities Maintenance recommends awarding the project to Hastings Asphalt Services, Inc.

Contract/Agreement: The agreement is for one year.

Legal Review: Normal Bidding Standards.

Follow-Up:

Facilities Maintenance will work with successful vendor to obtain correct square footage for each location to be sealed. Facilities Maintenance will inspect lots before, during and after seal coat has been applied.

**RESOLUTION
of the
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

Sponsored by: Keith McDonald

Submitted by: Operations and Administrative Committee

2022 CR

RESOLUTION AWARDING JOINT SEAL COATING SERVICES

WHEREAS, the Code of Ordinances for the County of Winnebago, Illinois, provides as in Chapter 2, Article VI, Division 3, Section 2-357, of the Winnebago County Code sets forth the guidelines for the County's participation in governmental joint purchasing agreements, and pursuant to the Illinois Governmental Joint Purchasing Act (30 ILCS 525/0.01 et seq.) the County has reviewed the Rockford Park District's Invitation for Bid #22-2275 for Joint Purchasing Seal Coating Services; and,

WHEREAS, various County owned facilities need seal coating services; and,

WHEREAS, the Operations and Administrative Committee of the County Board for the County of Winnebago, Illinois has reviewed the Bids received for the aforementioned project and recommends awarding the contract as follows:

**HASTINGS ASPHALT SERVICES, INC.
PO BOX 87
HARVARD, IL 60033**

See Bid Tab for Pricing (RESOLUTION EXHIBIT A)

WHEREAS, the Operations and Administrative Committee has determined that the funding for the aforementioned purchase shall be as follows:

VARIOUS ACCOUNTS

NOW, THEREFORE, BE IT RESOLVED, that the County Board of the County of Winnebago, Illinois that the County Board Chairman is authorized to execute a contract award, on behalf of the County of Winnebago, with HASTINGS ASPHALT SERVICES, INC., PO BOX 87, HARVARD, ILLINOIS 60033.

BE IT FURTHER RESOLVED, that this Resolution shall be in full force and effective immediately upon its adoption and the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the Facilities Engineer, Director of Purchasing, Board Office, Finance Director and County Auditor.

Respectfully Submitted,
OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE

DISAGREE

KEITH McDONALD, CHAIRMAN

KEITH McDONALD, CHAIRMAN

JOHN BUTITTA, VICE CHAIRPERSON

JOHN BUTITTA, VICE CHAIRMAN

PAUL ARENA

PAUL ARENA

JEAN CROSBY

JEAN CROSBY

JOE HOFFMAN

JOE HOFFMAN

DOROTHY REDD

DOROTHY REDD

JAIME SALGADO

JAIME SALGADO

The County Board of the County of Winnebago, Illinois this ____ day of _____ 2022,
adopted the above and foregoing Resolution.

JOSEPH CHIARELLI

CHAIRMAN OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

ATTESTED BY:

LORI GUMMOW
CLERK OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

RESOLUTION EXHIBIT A

Summary Bid No. 22-2275 2022 Joint Purchase of Seal Coating Services at Various Rockford Park District and Winnebago County Locations Opening: Thurs., 2/2/22, 2:00 pm	SKC Construction, Inc. Jeffrey K. Bergquist PO Box 503 West Dundee, IL 60118 (847) 214-9800 jbergquist@skcconstruction.net		Herbig Blacktop Construction LLC Jessica may 900 Depot Ave. Dixon, IL 61021 (815) 234-8115 sjohnson@herbigblacktop.com		Hastings Asphalt Services Inc. Russ Hastings PO Box 87 Harvard, IL 60033 (815) 648-9099 frankie@hastingsasphaltservices.com	
Winnebago County Asphalt Seal Coating Base Bid	Unit Price	Total	Unit Price	Total	Unit Price	Total
1. Hot Rubber Crack Fill, 2,500 LF	\$0.67	\$1,675.00	\$0.75	\$1,875.00	\$0.59	\$1,475.00
2. Hot Rubber Crack Fill, 5,000 LF	\$0.64	\$3,200.00	\$0.75	\$3,750.00	\$0.59	\$2,950.00
3. Seal Coat – First Coat Squeegee, 50,000 SF	\$0.13	\$6,500.00	\$0.12	\$6,000.00	\$0.12	\$6,000.00
4. Seal Coat – First Coat Squeegee, 150,000 SF	\$0.12	\$18,000.00	\$0.12	\$18,000.00	\$0.12	\$18,000.00
5. Seal Coat – Second Coat Spray, 50,000 SF	\$0.11	\$5,500.00	\$0.12	\$6,000.00	\$0.07	\$3,500.00
6. Seal Coat – Second Coat Spray 150,000 SF	\$0.09	\$13,500.00	\$0.12	\$18,000.00	\$0.07	\$10,500.00
7. Parking Stall Single Line Striping, 100 priced per stall	\$11.00	\$1,100.00	\$13.00	\$1,300.00	\$6.00	\$600.00
8. Parking Stall Single Line Striping, 250 priced per stall	\$11.00	\$2,750.00	\$11.00	\$2,750.00	\$6.00	\$1,500.00
9. Stripe Solid Single Center Line, 500 LF	\$0.47	\$235.00	\$1.25	\$625.00	\$0.55	\$275.00
10. Stripe ADA Stall and Access Isle, 1 priced per stall	\$44.65	\$44.65	\$110.00	\$110.00	\$60.00	\$60.00
11. ADA Sign and Post, 1 priced per sign	\$700.00	\$700.00	\$450.00	\$450.00	\$350.00	\$350.00
Total:	\$53,204.65		\$58,860.00		\$45,210.00	
Can meet completion date of October 9, 2022 for all locations?	Yes		Yes		Yes	
Statement of Warranty / Guarantee:	Material and workmanship		1 year material & labor		1 Year from date of service	
Addendum(s) acknowledged?	Yes		Yes		Yes	
References Provided?	Yes		Yes		Yes	

UNFINISHED BUSINESS

ZONING COMMITTEE

Attachment
ZONING COMMITTEE
OF THE COUNTY BOARD AGENDA
April 14, 2022

B. Zoning Committee.....Jim Webster, Committee Chairman

PLANNING AND/OR ZONING REQUESTS:

TO BE VOTED ON:

1. SU-01-22 A Special Use Permit (renewal) for a Wedding and/or Reception Facility in the AG, Agricultural Priority District, requested by Jason R. and Molly M. Brauer, property owners, for the property commonly known as 9151 Edwardsville Road, Winnebago, IL 60188 in Winnebago Township.

PIN: Part of 14-22-300-009

C.B. District 1

Lesa Rating: N/A

Consistent W/2030 LRMP - *Future Map* - N/A

ZBA Recommendation: *APPROVAL W/ZBA CONDITIONS (5-0)*

ZC Recommendation: *APPROVAL W/ZBA CONDITIONS (7-0)*

2. **COMMITTEE REPORT (ANNOUNCEMENTS)** - *for informational purposes only; not intended as an official public notice*:

- Chairman, Brian Erickson, hereby announces that a *Zoning Board of Appeals (ZBA)* meeting is *tentatively* scheduled for Wednesday, **May 11, 2022**, at 5:30 p.m. in Room 303 of the County Administration Building.
 - Chairman, Jim Webster, hereby announces that the next *Zoning Committee (ZC)* meeting is *tentatively* scheduled for Wednesday, **April 27, 2022**, at 5:30 p.m. in Room 303 of the County Administration Building.
-

NEW BUSINESS

ANNOUNCEMENTS & COMMUNICATIONS



WINNEBAGO COUNTY

— ILLINOIS —

Announcements & Communications

Date: April 14, 2022

Item: Correspondence to the Board

Prepared by: County Clerk Lori Gummow

Governing Statute(s): State of Illinois Counties Code [55 ILCS 5/Div. 3-2, Clerk](#)

County Code: [Ch 2. Art. II. Div. 4, Sec. 2.86 – Record Keeping & Communications](#)

Background: The items listed below were received as correspondence.

1. County Clerk Gummow received from the United States Nuclear Regulatory Commission the following:
 - a. Federal Register /Vol. 87, No. 55 /Tuesday, March 22, 2022 / Notices
 - b. Braidwood Station, Units 1 and 2; Byron Station, Unit Nos. 1 and 2; and R.E. Ginna Nuclear Power Plant – Issuance of Amendments Nos. 225, 225, 227, 227, and 148, Respectively, Regarding Issues Identified in Westinghouse Documents (EPID L-2021-LLA-0066)
 - c. Federal Register / Vol. 87, No. 65 / Tuesday, April 5, 2022 / Notices
 - d. Byron Station – Security Baseline Inspection Report 05000454/2022401 and 05000455/2022401
2. County Clerk Gummow received from Charter Communications a notification that on March 4, 2022 NBC Universal Media, LLC on behalf of International Media Distribution, LLC would cease distribution of CR1 Russia, effective March 3, 2022 for the following:
 - a. Township of Harlem
 - b. Township of Rockton
 - c. Township of Roscoe



WINNEBAGO COUNTY

— ILLINOIS —

3. County Clerk Gummow received from Charter Communications the Quarterly Franchise Fee Payment for the Village of Rockton.
4. County Clerk Gummow received from Midwest Hydro, LLC a Draft Application for Subsequent License for the Rockton Hydroelectric Project (FERC No. 2373) and New License for the Dixon Hydroelectric Project (FERC No. 2466)
5. County Clerk Gummow received from Sue Goral, Winnebago County Treasurer the Monthly Report as of February, 2022 Bank Balances.
6. County Clerk Gummow received from Arthur J. Gallagher Risk Management Services, Inc. a Certificate of Liability Insurance for Sjostrom and Sons, Inc.
7. County Clerk Gummow received from Aon Risk Services Central, Inc. a Certificate of Liability Insurance for Stenstrom Construction Group.

Adjournment