



WINNEBAGO COUNTY

— ILLINOIS —

AGENDA

Winnebago County Courthouse
400 West State Street, Rockford, IL 61101
County Board Room, 8th Floor

Thursday, September 7, 2023
6:00 p.m.

1. **Call to Order** Chairman Joseph Chiarelli
2. **Invocation and Pledge of Allegiance**.....Board Member Jean Crosby
3. **Agenda Announcements** Chairman Joseph Chiarelli
4. **Roll Call** Clerk Lori Gummow
5. **Awards, Presentations, Public Hearings and Public Participation**
 - A. Awards – None
 - B. Presentation – None
 - C. Public Hearings – None
 - D. Public Participation – None
6. **Approval of Minutes** Chairman Joseph Chiarelli
 - A. Approval of August 10, 2023 minutes
 - B. Layover of August 24, 2023 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. Winnebago County Board of Health, Annual Compensation: None
 1. Valerie Pobjecky (New Appointment), Rockford, Illinois, 3-year term, October 2023 to October 2026 as a Citizen at Large
9. **Reports of Standing Committees**.....Chairman Joseph Chiarelli
 - A. Finance Committee **John Butitta, Committee Chairman**

1. Committee Report
2. Resolution for Approval of a Wage Increase for RN and LPN Positions at River Bluff Nursing Home
3. Annual Appropriation Ordinance to be Laid Over

B. Zoning CommitteeJim Webster, Committee Chairman
 Planning and/or Zoning Requests:

1. Committee Report

C. Economic Development Committee.....John Sweeney, Committee Chairman

1. Committee Report
2. Resolution Authorizing Execution of An Intergovernmental Agreement on New Residential Construction Property Tax Refund Program With The City of Rockford, The Board of Education of Rockford School District No. 205, And The Rockford Park District (Per County Board Rule 2-85(g), this matter is automatically tabled)
3. Resolution Approving Six Thousand Dollars (\$6,000) From Host Fees to The Rockford Area Convention and Visitors Bureau (RACVB) to Support the 2023 Stroll on State Event

D. Operations and Administrative Committee.....Keith McDonald, Committee Chairman

1. Committee Report
2. Resolution Awarding Elevator Modernization for Courthouse and Old Courthouse Using CIP 2023 PSST Funds
 Cost: \$1,392,000
3. Resolution Establishing the Date, Time and Location of Each Meeting of the Winnebago County Board
4. Resolution Awarding JDC Parking Lot Replacement Using CIP 2021 Funds
 Cost: \$86,800
5. Resolution Awarding Energy Wheels Replacement with ARP Funds
 Cost: \$172,876
6. Resolution Awarding Multi-Year Agreement for Permitting and Code Enforcement Software to Brightly Software, Inc. Using CIP 2024 Funds
 Cost: \$60,811.02 (Implementation) Plus Annual Maintenance of \$34,337.82
7. Ordinance Amending Section 2-49 (Duties of the County Board Chairman) of the Winnebago County Code of Ordinances to be Laid Over

E. Public Works CommitteeDave Tassoni, Committee Chairman

1. Committee Report

F. Public Safety and Judiciary Committee.....Brad Lindmark, Committee Chairman

1. Committee Report

10. Unfinished BusinessChairman Joseph Chiarelli

Finance Committee

- A. Ordinance to Provide Public Transportation in the Rural Areas of Winnebago County, Illinois Laid Over from August 24, 2023 Meeting

Zoning Committee

- A. Resolution Granting Site Approval of a Commercial Solar Energy Facility (AKA a Solar Farm) on a 47.21 +- Acre Site Commonly Known as Part of Pins: 09-34-200-008 AND 09-34-200-010, on N. Conger Road, in Pecatonica Township, Illinois 61063 Laid Over from August 24, 2023 Meeting
- B. Resolution Authorizing the DC Estate Winery (8877 State Line Rd, South Beloit, IL) be Subject to the Jurisdiction of the City of South Beloit Pursuant to a Pre-Annexation Agreement Laid Over from August 24, 2023 Meeting
- C. Resolution Directing the Zoning Board of Appeals to Conduct a Public Hearing on Certain Unified Development Ordinance Amendments Regarding Commercial Wind Power Generating Facilities / Wind Farms (AKA Commercial Wind Energy Facilities) and Solar Farms (AKA Commercial Solar Energy Facilities) Laid Over from August 24, 2023 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, September 28, 2023

**Awards,
Presentations,
Public Hearings
and Public Participation**

Approval of Minutes

**REGULAR ADJOURNED MEETING
WINNEBAGO COUNTY BOARD
AUGUST 10, 2023**

1. Chairman Chiarelli Called to Order the Regular Adjourned Meeting of the Winnebago County Board for Thursday, August 10, 2023 at 6:00 p.m.
2. Board Member McCarthy gave the invocation and led the Pledge of Allegiance.
3. Agenda Announcements: None
4. Roll Call: 15 Present. 5 Absent. (Board Members Booker, Butitta, Goral, Hanserd, Lindmark, McCarthy, McDonald, Nabors, Penney, Salgado, Scrol, Sweeney, Tassoni, Thompson and Webster.) (Board Members Arena, Crosby, Fellars, Guevara and Hoffman were absent.)

Board Member Goral recognized the passing of Pearl Hawks, a former Board Member. Discussion by Board Member Webster and Nabors.

Chairman Chiarelli also recognized the passing of Joanna Pumilia and gave a moment of silence for the passing of both individuals.

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

5. Awards - None
- Presentations - None
- Public Hearings - None
- Public Participation- Rev. Earl Dotson, Sr., West Side Economic Development, Pro
Denzil Wynter, Neighborhood Policing, Pro

APPROVAL OF MINUTES

6. Chairman Chiarelli entertained a motion to approve the Minutes. Board Member Webster made a motion to approve County Board Minutes of July 13, 2023 and layover County Board Minutes of July 27, 2023, seconded by Board Member Thompson. Motion was approved by a unanimous vote of all members present. (Board Members Arena, Crosby, Fellars, Guevara and Hoffman were absent.)

CONSENT AGENDA

7. Chairman Chiarelli entertained a motion to approve the Consent Agenda for August 10, 2023. Board Member Lindmark made a motion to approve the Consent Agenda which includes the Raffle Report and Auditor's Report, seconded by Board Member Thompson. Motion was approved by a voice vote. (Board Member Nabors abstained.) (Board Members Arena, Crosby, Fellars, Guevara and Hoffman 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).**

Board Member Sweeney made a motion to suspend the rules on the New Appointment (as listed below), seconded by Board Member McDonald. Motion to suspend was approved by a unanimous vote of all members present. (Board Members Arena, Crosby, Fellars, Guevara and Hoffman were absent.) Board Member Sweeney moved to approve the New Appointment, seconded by Board Member McDonald. Motion was approved by a voice vote. (Board Member Booker voted no.) (Board Members Arena, Crosby, Fellars, Guevara and Hoffman were absent.)

A. Four Rivers Sanitation District, Annual Compensation: \$6,000

1. Richard Mowris (New Appointment), Rockford, Illinois, to serve remainder of 3-year term, April 30, 2021 to April 30, 2024

REPORTS FROM STANDING COMMITTEES

FINANCE COMMITTEE

9. Board Member Butitta read in for the first reading of an Ordinance for a Budget Amendment to Provide Funds for the Winnebago County Highway Department for the Riverside Boulevard Multi-Use Path Study to be Laid Over – ARP Phase 4.
10. Board Member Butitta read in for the first reading of an Ordinance for a Budget Amendment to Fund Boys and Girls Club Addressable Fire Alarm Systems to be Laid Over – ARP Phase 4.
11. Board member Butitta read in for the first reading of an Ordinance for s Budget Amendment to Provide Funds for the Boys and Girls Club New HVAC System to be Laid Over - ARP Phase 4.
12. Board Member Butitta read in for the first reading of an Ordinance for a Budget Amendment to Fund Zion West Enterprise Van Purchase to be Laid Over – ARP Phase 4.
13. Board Member Butitta read in for the first reading of an Ordinance for a Budget Amendment to Fund Carpet Purchase for Inner City Reconstruction Group's Building to be Laid Over – ARP Phase 4.
14. Board Member Butitta made a motion to approve a Resolution Adopting Fiscal Year 2024 Budget Policy, seconded by Board Member Sweeney. Discussion by Board Member Butitta.

Motion was approved by a unanimous vote of all members present. (Board Members Arena, Crosby, Fellars, Guevara and Hoffman were absent.)

ZONING COMMITTEE

15. No Report.

ECONOMIC DEVELOPMENT COMMITTEE

16. No Report.

OPERATIONS & ADMINISTRATIVE COMMITTEE

17. Board Member McDonald made a motion to approve a Resolution Establishing the County Holiday Schedule for 2024, seconded by Board Member Hanserd. Motion was approved by a unanimous vote of all members present. (Board Members Arena, Crosby, Fellars, Guevara and Hoffman were absent.)

PUBLIC WORKS COMMITTEE

18. No Report.

PUBLIC SAFETY AND JUDICIARY COMMITTEE

19. No Report.

UNFINISHED BUSINESS

20. None.

NEW BUSINESS

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

Board Member Lindmark announced the passing of Dominic Isparro.


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. Byron Station, Unit Nos. 1 and 2- Issuance of Amendments Nos. 233 and 233 RE: Technical Specifications 2.1.1 and 4.2.1 to Allow a Previously Irradiated Accident Tolerant Fuel Lead Test Assembly to be Further Irradiated in Unit No. 2 (EPID L-2022-LLA-0131)
 - b. Applications for Amendments to Facility Operating Licenses Involving Proposed No Significant Hazards Consideration(s) and Containing Sensitive Unclassified Non-Safeguards Information and Order Imposing Procedures for Access to Sensitive Unclassified Non-Safeguards Information.
 - c. Byron Station-Request for Information for the NRC Quadrennial Comprehensive Engineering Team Inspection: Inspection Report 05000454/2024010 and 05000455/2024010.
 - d. Federal Register/Vol. 88, No. 146/Tuesday, August 1, 2023/Notices
 - e. Byron Nuclear Power Station, Unit 2- Review of the Spring 2022 Steam Generator Tube Inspection Report (EPID: L-2022-lro-0146)
- B. County Clerk Gummow submitted a letter from the Federal Energy Regulatory Commission. Subject: Scoping Documents 1 for the Rockton Hydroelectric Project, P-2373-016; Dixon Hydroelectric Project, P-2446-052; Beloit Hydroelectric Project, P-2348-050; and Janesville Hydroelectric Project, P-2347-064.
- C. County Clerk Gummow submitted from Theresa Grennan, Chief Deputy Winnebago County Treasurer the following:
- a. Winnebago County Treasurer Bank Balances – June, 2023
 - b. Collateralization Report – June 30, 2023
 - c. Investment Report - as of June 30, 2023
 - d. Monthly Interest Report – as of June, 2023

ADJOURNMENT

23. Chairman Chiarelli entertained a motion to adjourn. County Board Member Webster moved to adjourn the meeting, seconded by Board Member Thompson. Motion was approved by a voice vote. (Board Members Arena, Crosby, Fellars, Guevara and Hoffman were absent.) The meeting was adjourned at 6:24 p.m.


Respectfully submitted,

Lori Gummow
County Clerk
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**REGULAR ADJOURNED MEETING
WINNEBAGO COUNTY BOARD
AUGUST 24, 2023**

1. Chairman Chiarelli Called to Order the Regular Adjourned Meeting of the Winnebago County Board for Thursday, August 24, 2023 at 6:00 p.m.
2. Board Member Butitta gave the invocation and led the Pledge of Allegiance.
3. Agenda Announcements:

Under Appointments:

Correction of term for Marc Gasparini, should read April 30, 2023 to April 30, 2026.

4. Roll Call: 17 Present. 3 Absent. (Board Members Arena, Booker, Butitta, Fellars, Goral, Guevara, Hanserd, Hoffman, Lindmark, McCarthy, McDonald, Penney, Scrol, Sweeney, Tassoni, Thompson and Webster.) (Crosby, Nabors, and Salgado were absent.)

Board Member Hanserd announced the passing of Board Member Nabors's Aunt.

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

5. Awards - None

Presentations - Tom Hodges, Overview of Updated Property Assessment. Discussion by Board Members Butitta, Goral, Arena, McCarthy, Webster, and Penney.

Public Hearings - None

Public Participation- Denzil Wynter, Community Policing, Pro

Michael Mostow, Amendment of Ordinance

APPROVAL OF MINUTES

6. Chairman Chiarelli entertained a motion to approve the Minutes. Board Member Guevara made a motion to approve County Board Minutes of July 27, 2023 and layover County Board Minutes of August 10, 2023, seconded by Board Member Thompson. Motion was approved by a unanimous vote of all members present.

CONSENT AGENDA

7. Chairman Chiarelli entertained a motion to approve the Consent Agenda for August 24, 2023. Board Member Webster made a motion to approve the Consent Agenda which includes the Raffle Report and Auditor's Report, seconded by Board Member Booker. Motion was approved by a voice vote. (Crosby, Nabors, and Salgado 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. ETSB, Annual Compensation: None

1. Marc Gasparini (New Appointment), Rockford, Illinois, 3-year term, April 30, 2023 to April 30, 2026

REPORTS FROM STANDING COMMITTEES

FINANCE COMMITTEE

9. Board Member Butitta read in for the first reading of an Ordinance to Provide Transportation in the Rural Areas of Winnebago County, Illinois to be Laid Over.
10. Board Member Butitta made a motion to approve a Resolution Awarding Grant Writing Services, seconded by Board Member Webster. Motion was approved by a unanimous vote of all members present. (Crosby, Nabors, and Salgado were absent.)

ZONING COMMITTEE

11. Board Member Webster read in for the first reading of a Resolution Granting Site Approval of a Commercial Solar Energy Facility (AKA a Solar Farm) on a 47.21 +/- Acre Site Commonly Known as Part of Pins: 09-34-200-008 and 09-34-200-010, on N. Conger Road, in Pecatonica Township, Illinois 61063 to be Laid Over.
12. Board Member Webster read in for the first reading of a Resolution Authorizing the DC Estate Winery (8877 State line Rd, South Beloit, IL) be Subject to the Jurisdiction of the City of South Beloit Pursuant to a Pre-Annexation Agreement to be Laid Over.
13. Board Member Webster read in for the first reading of a Resolution Directing the Zoning Board of Appeals to Conduct a Public Hearing on Certain Unified Development Ordinance Amendments Regarding Commercial Wind Power Generating Facilities/Wind Farms (AKA Commercial Wind Energy Facilities) and Solar Farms (AKA Commercial Solar Energy Facilities) to be Laid Over.
14. Board Member Webster made a motion to approve a Resolution Authorizing the Chairman of the County Board to Execute an Intergovernmental Cooperation Agreement for Building Inspection by and Between the County of Winnebago, Illinois and the Village of New Milford, seconded by

Board Member McCarthy. Motion was approved by a unanimous vote of all members present. (Board Members Crosby, Nabors, and Salgado were absent.)

ECONOMIC DEVELOPMENT COMMITTEE

15. Board Member Sweeney announced an upcoming Economic Development Committee meeting on Monday at 5:30.

OPERATIONS & ADMINISTRATIVE COMMITTEE

16. Board Member McDonald read in for the first reading of an Ordinance to Amend 2018 CO 092 (Section 50-15 of the Winnebago County Code) to Reduce the Coverage of the Prohibition of the Use of Groundwater as a Potable Water Supply by the Installation or Use of Portable Water Supply Wells or by Any Other Method to be Laid Over. Board Member McDonald made a motion to recess, seconded by Board Member Guevara. Motion to go into recess was approved by a roll call vote of 17 yes votes. (Board Members Crosby, Nabors, and Salgado were absent.) Board Member McDonald made a motion to reconvene, seconded by Board Member Guevara. Motion was approved by a unanimous vote of all members present. (Board Members Crosby, Nabors, and Salgado were absent.) Board Member McDonald made a motion to suspend the rules, seconded by Board Member Webster. Motion to suspend was approved by a unanimous vote of all members present. (Board Members Crosby, Nabors, and Salgado were absent.) Board Member McDonald made a motion to amend, seconded by Board Member Arena. Discussion by Chief of the Civil Bureau Vaughn. Motion to amend was approved a by a unanimous vote of all members present. (Board Members Crosby, Nabors, and Salgado were absent.) Board Member McDonald made a motion to approve the amended Ordinance, seconded by Board Member Guevara. Discussion by Chief of the Civil Bureau Vaughn, Dr. Martell, and Board Members Tassoni, Arena, McDonald, Goral, Guevara, Lindmark, and Scrol. Motion was approved by a roll call vote of 12 yes and 5 no votes. (Board Members Fellars, Goral, Hanserd, Hoffman, and Scrol voted no.) (Board Members Crosby, Nabors, and Salgado were absent.)

PUBLIC WORKS COMMITTEE

17. Board Member Tassoni made a motion to approve (23-029) a Resolution Authorizing an Agreement between the County of Winnebago and the City of Rockford for Repairs at the Riverside Boulevard and Central Avenue Intersection, seconded by Board Member Hoffman. Motion was approved by a unanimous vote of all members present. (Board Members Crosby, Nabors, and Salgado were absent.)
18. Board Member Tassoni made a motion to approve (23-030) a Resolution Authorizing an Intergovernmental Grant Agreement with the State of Illinois, Illinois Emergency Management Agency for Flood Mitigation on Winnebago Road (CH 16), seconded by Board Member Webster. Motion was approved by a unanimous vote of all members present. (Board Members Crosby, Nabors, and Salgado were absent.)
19. Board Member Tassoni made a motion to approve (23-031) a Resolution Authorizing an Intergovernmental Cooperation Agreement between the County of Winnebago and the City of Rockford for the Jurisdictional Transfer of Linden Road (CH 82) East of Alpine Road, seconded

by Board Member McCarthy. Motion was approved by a unanimous vote of all members present. (Board Members Crosby, Nabors, and Salgado were absent.)

20. Board Member Tassoni made a motion to approve (23-032) a Resolution Authorizing the Execution of a Development Agreement Between the County of Winnebago and Rockford (Linden Road) DG LLC for Improvements to Linden Road (CH 82), seconded by Board Member Thompson. Motion was approved by a unanimous vote of all members present. (Board Members Crosby, Nabors, and Salgado were absent.)
21. Board Member Tassoni made a motion to approve (23-033) a Resolution Authorizing the Award of a Bid for 2023 HMA Patching Program (Section 23-00000-02-GM), seconded by Board Member Guevara. Board Member Tassoni made a motion to amend the Resolution, seconded by Board Member Guevara. Motion to amend was approved by a unanimous vote of all members present. Board Member Tassoni made a motion to approve the amended Resolution, seconded by Board Member Penney. Motion was approved by a unanimous vote of all members present. (Board Members Crosby, Nabors, and Salgado were absent.)
22. Board Member Tassoni made a motion to approve (23-034) a Resolution Authorizing the Appropriation of Rebuild Illinois Funds (RBI) for the Resurfacing of Best Road. (Section 23-00716-00-RS), seconded by Board Member Lindmark. Motion was approved by a unanimous vote of all members present. (Board Members Crosby, Nabors, and Salgado were absent.)
23. (23-035) a Resolution Authorizing an Intergovernmental Cooperation Agreement Between the County of Winnebago and Harlem Township for Improvements to Two Township Roads, to be sent back to committee.

PUBLIC SAFETY AND JUDICIARY COMMITTEE

24. No Report.

UNFINISHED BUSINESS

25. **Finance Committee**

- A. Board Member Butitta made a motion to approve an Ordinance for a Budget Amendment to Provide Funds for the Winnebago County Highway Department for the Riverside Boulevard Multi-Use Path Study Laid Over from August 10, 2023 Meeting – ARP Phase 4, seconded by Board Member Guevara. Motion was approved by a unanimous vote of all members present. (Board Members Crosby, Nabors, and Salgado were absent.)
- B. Board Member Butitta made a motion to approve an Ordinance for a Budget Amendment to Fund Boys and Girls Club Addressable Fire Alarm System Laid Over from August 10, 2023 Meeting – ARP Phase 4, seconded by Board Member Sweeney. Motion was approved by a unanimous vote of all members present. (Board Members Crosby, Nabors, and Salgado were absent.)
- C. Board Member Butitta made a motion to approve an Ordinance for a Budget Amendment to Provide Funds for the Boys and Girls Club New HVAC System Laid Over from August 10, 2023 Meeting – ARP Phase 4, seconded by Board Member Lindmark. Motion was approved

by a unanimous vote of all members present. (Board Members Crosby, Nabors, and Salgado were absent.)

- D. Board Member Butitta made a motion to approve an Ordinance for a Budget Amendment to Fund Zion West Enterprise Van Purchase Laid Over from August 10, 2023 Meeting – ARP Phase 4, seconded by Board Member Hanserd. Motion was approved by a unanimous vote of all members present. (Board Members Crosby, Nabors, and Salgado were absent.)
- E. Board Member Butitta made a motion to approve an Ordinance for a Budget Amendment to Fund Carpet Purchase fOr Inner City Reconstruction Group’s Building Laid Over from August 10, 2023 Meeting – ARP Phase 4, seconded by Board Member Hanserd. Motion was approved by a unanimous vote of all members present. (Board Members Crosby, Nabors, and Salgado were absent.)

NEW BUSINESS

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

ANNOUNCEMENTS & COMMUNICATION

- 27. 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. Byron Station – Integrated Inspection Report 05000454/2023002 and 05000455/2023002.
 - b. Monthly Notice Regarding Application and Amendments to Facility Operating Licenses and Combined Licenses Involving No Significant Hazards Considerations.
 - c. Federal Register/ Vol. 88. No. 151/Tuesday, August 8, 2023/Notices.

ADJOURNMENT

- 28. Chairman Chiarelli entertained a motion to adjourn. County Board Member Webster moved to adjourn the meeting, seconded by Board Member Thompson. Motion was approved by a voice vote. (Board Members Crosby, Nabors, and Salgado were absent.) The meeting was adjourned at 7:17 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
8 different organizations for 8 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 |
| 30969 | 1 | BOYS & GIRLS CLUB OF ROCKFORD | 09/14/2023 - 09/14/2023 | \$ 4,000.00 |
| 30963 | 1 | CHRISTMAS FOR KIDS | 10/1/2023 - 12/02/2023 | \$ 1,420.00 |
| 30964 | 1 | PATRIOTS GATEWAY COMMUNITY CENTER | 09/20/2023 - 09/21/2023 | \$ 1,000.00 |
| 30965 | 1 | ROCKFORD SEXUAL ASSAULT COUNSELING INC | 09/08/2023 - 09/08/2023 | \$ 2,499.00 |
| 30966 | 1 | ST. MARY'S CATHOLIC CHURCH | 10/01/2023 - 10/15/2023 | \$ 400.00 |
| 30967 | 1 | WINNEBAGO-BOONE FARM BUREAU FOUNDATION | 09/09/2023 - 09/09/2023 | \$ 2,500.00 |
| 30968 | 1 | YOUTH SERVICES NETWORK INC | 10/14/2023 - 10/14/2023 | \$ 4,999.00 |
| | | | | |

| 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 |
| 30970 | 1 | WINNEBAGO FANS ASSOCIATION | 09/15/2023 - 06/01/2024 | \$ 4,000.00 |
| | | | | |

This concludes my report,

LORI GUMMOW
Winnebago County Clerk

Deputy Clerk 
Date 7-Sep-23

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 | \$ | 500,862 |
| 101 | PUBLIC SAFETY TAX | \$ | 64,536 |
| 103 | DOCUMENT STORAGE FUND | \$ | 7,056 |
| 106 | RECORDERS DOCUMENT FEE FUND | \$ | 9,017 |
| 107 | COURT AUTOMATION FUND | \$ | 615 |
| 111 | CHILDREN'S WAITING ROOM FUND | \$ | 17,084 |
| 114 | 911 OPERATIONS FUND | \$ | 116,262 |
| 115 | PROBATION SERVICE FUND | \$ | 14,138 |
| 119 | CORONER FEE FUND | \$ | 44,551 |
| 120 | DEFERRED PROSECUTION PROGRAM | \$ | 7,710 |
| 126 | LAW LIBRARY | \$ | 2,434 |
| 131 | DETENTION HOME | \$ | 18,452 |
| 155 | MEMORIAL HALL | \$ | 437 |
| 156 | CIRCUIT CLERK ELECTRONIC CITATION | \$ | 500 |
| 161 | COUNTY HIGHWAY | \$ | 216,804 |
| 164 | MOTOR FUEL TAX FUND | \$ | 115,925 |
| 165 | TOWNSHIP HIGHWAY FUND | \$ | 65,699 |
| 168 | TOWNSHIP BRIDGE | \$ | 6,156 |
| 169 | HIGHWAY REBUILD IL GRANT | \$ | 82,065 |
| 181 | VETERANS ASSISTANCE FUND | \$ | 4,038 |
| 185 | HEALTH INSURANCE | \$ | 193,245 |
| 194 | TORT JUDGMENT & LIABILITY | \$ | 25,136 |
| 196 | MENTAL HEALTH TAX FUND | \$ | 1,534,128 |
| 301 | HEALTH GRANTS | \$ | 77,283 |
| 302 | SHERIFF'S DEPT GRANTS | \$ | 64 |
| 304 | PROBATION GRANTS | \$ | 16 |
| 313 | AMERICA RESCUE PLAN | \$ | 144,025 |
| 314 | CJCC GRANTS FUND | \$ | 23,237 |
| 401 | RIVER BLUFF NURSING HOME | \$ | 208,817 |
| 410 | ANIMAL SERVICES | \$ | 27,471 |
| 420 | 555 N COURT OPERATIONS FUND | \$ | 5,641 |
| 430 | WATER FUND | \$ | 426 |
| 501 | INTERNAL SERVICES | \$ | 11,472 |
| 743 | CAPITAL PROJECTS FUND | \$ | 27,037 |
| | TOTAL THIS REPORT | \$ | <u>3,572,339</u> |

The adoption of this report is hereby recommended:



William Crowley, County Auditor

ADOPTED: This 7th day of September 2023 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



Executive Summary

Date: 9/07/23

From: County Board Chairman Joseph V. Chiarelli

Topic: **Winnebago County Health Department 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 **Valerie Pobjecky** of Rockford, Illinois to serve a 3-year term from October 2023 – October 2026 as a Citizen at Large on the Winnebago County Health Department Board.

| Winnebago County Health Department | |
|-------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Location:</i> | 555 North Court Street, Rockford, IL 61011 |
| <i>Service Description:</i> | Prevent disease, promote health and enlist community efforts to improve the health of all Winnebago County residents. Ensures all State Laws and County Ordinances regarding the preservation of health are upheld through observation and enforcement. Board of Health executes any necessary health inspections and investigations. Issues rules and regulations for programs. https://www.wchd.org/about-wchd |
| <i>Board Composition:</i> | Twelve Member Board appointed by the County Board Chairman with advice and consent of the County Board. 55 ILCS 5/5-25012 Two (2) licensed Physicians One (1) Dentist One (1) Veterinarian One (1) Mental Health Professional One (1) Nurse One (1) County Board Member One (1) City Council Member (City Appointment) Four (4) Citizens at Large Organization of board; powers and duties |
| <i>Term of Office:</i> | Three (3) year terms, One (1) year term for County Board Representative |
| <i>Bond:</i> | None |
| <i>Attorney:</i> | State’s Attorney’s Office |

| | |
|----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <i>Compensation:</i> | None |
| <i>Meetings:</i> | 3 rd Tuesday of the month at 6:30 p.m. at the Health Department |
| <i>Origin of Entity:</i> | City and County Health Departments were combined based on a referendum in 1970. Authority under 55 ILCS 5/5-25001 |
| <i>Property Tax/Funding:</i> | Designated property tax as well as fees for services and federal and state grants |
| <i>Consolidation/ Dissolution Plans:</i> | <i>If applicable</i> City and County Health Department were combined in 1970 |

Valerie E. Pobjecky
Phone: (779)772-2222
Email: valerie.pobjecky@hotmail.com

PROFILE

Small Business Owner/General Manager with 18+ years combined experience in Management, Information Technology, Customer Service and Education looking to continue empowering every person and organization to achieve more. Culturally diverse, self-motivated, passionate Bilingual advocate eager to serve in her community equipped with the ability to be flexible, multi task and prioritize based on importance and urgency.

WORK EXPERIENCE

Regional Office of Education, 4 , Loves Park, IL (August 2021- Present)

Attendance Interventionist, Families At- Risk (Full Time)

Environments: Google, eSchool, Powerschool, Skyward, Apricot, MS Office

- Monitor daily attendance of students referred by schools and provide mid and end of year reports to the state.
- Work with middle school and high school staff weekly to review attendance data and determine appropriate follow up to support regular school attendance.
- Assist in development if IOEP (Individual Optional Education Plan) with the student support groups both in school and in the community as well as verifying participation.
- Work closely with students, families and school staff to assess the strengths and needs of identified students and develop attendance improvement plans.
- Build and maintain relationships with identified students, their caregivers and school staff, and communicate regularly regarding attendance goals, strategies and progress.
- Proactively outreach to families and conduct home visits to students/families to understand barriers to attendance and help students to engage in attendance improvement plans.
- Work with staff and community partners to make referrals for students and/or family support when appropriate.
- Attend staff meetings and trainings.
- Attend court dates, submit report for educational neglect and related to students on caseload.

Rockford School District, Rockford IL (November 2019 - August/2021)

Student Advocate McKinney-Vento, Families In Transition Department (Full Time)

Environments: Outlook, AESOP, KRONOS, eSchool Plus, MS Office

- Identified and enrolled homeless youth in school. Visited homeless shelters and worked with their staff to identify homeless youth not enrolled in school. Worked with Parent Information staff to assured enrollment in keeping with the Stewart B. McKinney Education for Homeless Youth Act.
- Record Keeping: Kept all required records to meet the expectations of the State funding source and the Rockford Public Schools.
- Staff Development: Provided staff development to District staff on the Stewart B. McKinney Act for Homeless Youth.
- Made presentations to community agencies and other parties to inform and encouraged support.
- Followed the mission statement, beliefs, objectives, and parameters found in the strategic plan of the Rockford Board of Education.
- Provided supplemental/discretionary reports, data and materials.
- Participated in job training and professional growth opportunities in order to enhance ability to perform the essential functions of the job.
- Performed other related duties as assigned for the purpose of ensuring an efficient and effective work environment
- Assisted tutors with identifying homeless youth for tutoring services.
- Represented the District on task forces and relevant committees, as assigned.

Secretary of State, Rockford IL (January 2018 - November 2019)

Public Service Representative, CDL Facility (Full Time)

Environments: DMV database, NMVTS,ERT

- Administered road examinations to applicants for all classes of drivers licenses including Comercial Driver Licenses (CDL-trucks); explains improper actions to applicants during the examination; codes applications according to examination results

- Served as information clerk directing applicants and public to proper areas of the facility to receive service including but not limited to handicap placards, medical reports, driver license renewals, suspensions, revocations, reinstatement fees, fines among others.
- Reviewed and completes drivers license applications or motor vehicle registration or title applications for processing while gathering all pertinent information to serve the applicant.
- Interpret driving record for customers against the Illinois Vehicle Code (IVC book) to provide guidance and resolution.
- Reviewed and approve authenticity of immigration documents to comply with the Commercial Driver License Federal laws.
- Administered vision tests to drivers license applicants; codes applications according to results.
- Administered and grades written driver examinations; explains incorrect test responses; codes applications according to results.
- Entered applications or other drivers license or related forms on computer terminal; reviews entry for completeness and accuracy.
- Operated photographic equipment; prepares photo ID/drivers licenses for receipt of applicant.
- Balanced cash or checks with validation tape totals to assure that all fees are accurately accounted for; prepares deposit records or other routine financial documents necessary to process collected fees; may prepare reports on applications processed.
- Performed other duties as required or assigned.

Winnebago County CASA, Rockford IL (July 2017 - December 2017)

Case Manager (Full Time)

Environments: Winnebago County Juvenile Court Data Base, MS Office, Salesforce

- Managed 30-35 CASA volunteers by making phone calls, sent notices, write reports and process documents received by CASA office in legal cases
- Responsible for processing all available documentation from Clerk's office, States Attorney's office, CASA attorney's, case workers, etc to prepare office and volunteer's files when CASA is appointed to a case(s).
- Monitored the activity for assigned CASA's regarding their visits to children and overall work on their cases.
- Reviewed new case(s) when case(s) were assigned to a CASA(s)
- Responsible for inputting information into databases for upcoming hearings, CASA updated information and updates for the legal cases.
- Reviewed Court reports of CASAs, making recommendations, corrections, or clarification as necessary.
- Represented the CASA program in Court, if necessary.
- Meet face-to-face with child/families at least once a month
- Acted as an independent gathered of information, speaking with the child and relevant adults involved who might have facts about the case.
- Completed official Court reports, submitted to the Judge at scheduled hearing/reviews.
- Assisted Program Director in all other clerical matters, as needed, to maintain current case/program information.
- Assisted the Program Director regarding involvement with one of more CASA Board committees, as determined by the Program Director.

VW Credit, Libertyville IL (July 2014 - February 2017)

Quality Assurance Test Lead (contractor)

Environments: Jama, FIS banking and payments technologies, FIS Share Point, Fiserv financial services data analytics and core account processing, CA Viewer US and Canada, AF and DM, GLAX reporting, General Ledger, Outlook, MS Office, Visual Studio.

- Managed the team who was responsible for performing functional and regression testing.
- Served as the main point of contact to communicate questions or concerns between stakeholders, testing and business teams.
- Generated reports to communicate results, concerns and project status with an emphasis on project risk, including defect rates.
- Mentored the testing team by providing clarifications, guidance, issue resolution and conduct training sessions for new application/platforms.
- Scheduled target dates for testing deliverables, prioritized and monitored activities to meet project timeline.
- Assisted team with ambiguity reviews of business requirements and functional specification documents
- Defined, document functional test processes, standards, templates, and guidelines with stakeholder input
- Escalate the issues about project requirements (project scope, resources, hardware/software) to Test Manager - Application Testing and Project Manager
- Worked with Business, PM's, and the PMO group to implement the approved standards
- Worked with RM, IT Coordinators, and Test Manager ensure adherence to test exit gates/checklists
- Continuously collected feedback and implement relevant changes to keep processes up to date

Netxar Technologies, Hato Rey PR (May 2012 - June 2014)

Account Manager (Full Time)

Environments: Outlook, NetSuite, Sales Force, MS Office, Cisco Applications, EMC, CheckPoint, Citrix.

- Liaison between the service team, finance team, CISCO partners and the customer.
- Planned and managed individual business/customer portfolio according to agreed market development strategy
- Managed product, pricing and margins according to agreed aims.
- Maintained and developed existing and new customer through sales activities, business growth, and customer satisfaction.
- Used and maintained customer, prospect, contact, activities, sales statuses including forecast, using the correspondent tools and systems.
- Communicated, liaised and negotiated internally and externally using appropriate methods to facilitate the development of profitable business and sustainable relationships.
- Attended and presented at external customer meetings and internal meetings with other company functions necessary to perform duties and aid business development.
- Attended and established sales meeting; forecast calls and one to one discussion with supervisor.
- Part of the complete sales, delivery and collection cycle of each sales transaction.
- Communicated new product and service opportunities, special developments, information and feedback gathered through field activity.

Netxar Technologies, Hato Rey PR (Feb 2011 - May 2012)

Project Manager (Full Time)

Environments: Outlook, NetSuite, MS Office, Salesforce.

- Managed and supervised team members, budget and project timeline to ensure project met requirements and objectives.
- Presented Project Plan to the team and clients
- Responsible for planning specific tasks, determine the phases for the project, timeline and resource allocation to ensure the overall project is completed according to the schedule.
- Created and executed project work plans and modify them as appropriate to meet changing needs and requirements.
- Routinely monitor and reevaluate significant risks as the project continues while identify potential project risks and developed a plan to manage or minimize each one of them.
- Communicated status reports, risk management, escalated issues to all team members with regular meetings and distribution of all performance reports.
- Negotiated and resolve issues as they arise across areas of the project
- Maintained project documentation
- Responsible to secure acceptance and approval of deliverables according to the project plan
- Responsible for the project evaluations and assessment of results post implementation.

Private Tutor, San Juan PR (September 2009-May 2010)

- Worked with children in groups or one on one, depending on the needs of children and the subject matter
- Plan and carry out using the child's school curriculum to target different areas of child development, such as language (English and Spanish), motor, and social skills
- Established routines and provide positive guidance throughout various experiences and activities for children including songs, games and story telling
- Meet with parents and guardians to discuss their children's progress and needs, determine their priorities for their children, and suggest ways that they can promote learning and development

J.P. Morgan Chase Bank, Chicago, IL (August 2008 - June 2009)

Quality Assurance Analyst (Contract)

Environments: HP/Mercury Quality Center 9.2, Clear Quest, Citrix Serve, E-Flow and OnBase applications.

- Served as liaison between clients and the Quality Assurance-Testing Team.
- Worked regularly with developers and other team members to debug and resolve software problems. Responsible for analyzing Business and Functional requirements document.
- Participated in design reviews, test plans walkthroughs and defects meetings with team members.
- Assisted the network team in configuring, troubleshooting and resolve the network related problems.
- Defined requirements for clients Lock Box Processing in Client Server application.
- Created Test Plans, Test Conditions and detailed Test Scripts from system requirements.

- Created data files using Big Dipper Tool. Led the manual testing effort that included functional, integration, regression and system test plans.
- Executed tests cases using Mercury Quality Center 9.
- Logged defects using Clear Quest defect tracking tool.

Allstate Insurance Company, Northbrook, IL (November 2006 - August 2008)

Quality Control Analyst-Regression Test Team- Product Quality Services Division (PQS) (Full Time)

Environments: QC -Property Insurance application. Software engineer for projects developed in Cobol & Java. AS/400, Mainframe, DB2 platforms.

- Coordinated functional & regression testing efforts with project team's on-site and off-site.
- Led and participated in test plan inspections, documenting issues, and supporting issues resolution.
- Led and performed Unit, Functional, Integration, Regression, User Acceptance testing for new development, compliance and legal projects.
- Partnered with team members and project clients closely to validate testable business requirements.
- Created test estimates from design documentation and quality assurance schedules.
- Analyzed and translated client requirements to identify testable requirements.
- Develop thorough and complete test plans, test specifications, test cases and scripts for software releases.
- Executed and validated test cases to ensure business, functional and navigational requirements were met.
- Executed functional & regression test plans, validate and communicate test results accordingly.
- Executed scripts throughout build migrations, such as Integration, Pre-Build and Post-Implementation.
- Conducted data analysis, validated scripts, baseline and run data compare reports.
- Identified, analyzed, documented and retested defects throughout execution phase.

Publimedia Inc., PR (June 2005 - May 2006)

Customer Service Specialist, News Auditing & Data Entry

- News Data Entry
- Customer Sales Representative & Sales support
- Monitored and prepared reports from news, radio programs

EDUCATION/ BUSINESS

Owner/Manager Frankie's Pizzeria, Rockford IL

Established 07/2022 - Responsible for 12 Employees

Nursing Associate Degree

San Juan University College - January 2010 - 2012

Bachelor in Science-Major in Biology

University of Puerto Rico, Cayey Campus 2000 - 2006

Training

Active ICEARY member

McKinney Vento Certification, Illinois State of Board of Education, Rockford IL 2020

Completed credits in the area of "The Silent Voice of Childhood Trauma", Rockford, IL 2017

Certified as a Commercial Driver License(CDL), vehicle and motorcycle examiner, Rockford IL 2019

TECHNICAL SKILLS

Languages

Fully Bilingual (Spanish/English)

PC Software

MS Office (Excel, PowerPoint, Word, Visio, Project, Access), Outlook, Jama, FIS banking and payments technologies, FIS Share Point, Fiserv financial services data analytics and core account processing, CA Viewer US and Canada, AF and DM, GLAX reporting, General Ledger, Windows NT, ClearQuest, ClearCase, Visual Studio, AS/400, Mainframe, and IDC/M Defect tracking tools, HP/Mercury Quality Center 9.2, NetSuite, Sales Force, Cisco Sales Expert (CSE), AESOP, KRONOS, eSchool Plus,

References are available upon request.

Reports of Standing Committees

FINANCE COMMITTEE



Resolution Executive Summary

Prepared By: Patrick Thompson, Steve Schultz and Debbie Crozier

Committee: Finance

Committee Date: August 31, 2023

Resolution Title: Resolution for Approval of a Wage Increase for RN and LPN Positions at River Bluff Nursing Home

Board Meeting Date: September 7, 2023

Budget Information:

| | |
|----------------------------------------|-------------------------------|
| Was item budgeted? Yes | Appropriation Amount: |
| If not, explain funding source: | |
| ORG/OBJ/Project Code: | Budget Impact: Neutral |

Background Information: River Bluff takes pride in providing exceptional care to all residents through person-centered care.

We are currently working on bringing in new residents. This will require additional staffing as we increase the resident count. Cost for services have escalated over the years, we are paying agencies \$56-\$70/hour for LPN's and \$62-\$85/hour for RN's. We would much rather pay employees than agencies.

In order to be competitive with other nursing homes and hospitals in our area it is imperative that we increase wages for the nursing staff. The wage proposal is based on the years of experience of the RN/LPN (Exhibit A).

While increasing wages will not guarantee that we will solve all of our employment issues, it will certainly make us much more interesting to job seekers as the COVID pandemic diminishes and lets us build a strong team to provide the level of service we are so proud of.

Recommendation: The Finance Committee, chaired by John Butitta has reviewed the resolution presented to the Board. The Board is asked to vote in favor of the Committee's recommendation at its September 7, 2023 meeting.

Contract/Agreement: N/A

Legal Review: N/A

Follow-Up: This wage increase would be effective on the October 6, 2023 payroll.

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

Sponsored by: John Butitta
Submitted by: Finance Committee

2023 CR

**RESOLUTION FOR APPROVAL OF A WAGE INCREASE FOR THE RN AND LPN POSITIONS AT RIVER BLUFF
NURSING HOME**

WHEREAS, the County of Winnebago, Illinois, have RN and LPN positions at River Bluff Nursing Home (RBNH); and

WHEREAS, effective October 6, 2023 we are recommending a rate increase to the RN and LPN positions. The increase in the hourly rate will allow RBNH to reduce the need for agency staffing and keep RBNH competitive with other nursing homes and hospitals in the area;

See Exhibit A – 2023 Nursing Wage Proposal

WHEREAS, the intent is to be budget neutral with a reduction in agency wages; and

WHEREAS, the Finance Committee of the County Board for the County of Winnebago, Illinois has reviewed the request and recommends that the County Board authorize execution of an hourly rate increase for RN and LPN positions at RBNH effective on the October 6, 2023 payroll.

NOW, THEREFORE BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois that the Winnebago County Board Chairman is hereby authorized to increase the hourly rate for the RN and LPN positions effective on the October 6, 2023 payroll.

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 River Bluff Nursing Home Administrator, Director of Human Resources and the County Auditor.

Respectfully Submitted,
FINANCE COMMITTEE

AGREE

DISAGREE

JOHN BUTITTA, CHAIRMAN

JOHN BUTITTA, CHAIRMAN

JAIME SALGADO, VICE CHAIRMAN

JAIME SALGADO, VICE CHAIRMAN

JEAN CROSBY

JEAN CROSBY

JOE HOFFMAN

JOE HOFFMAN

KEITH McDONALD

KEITH McDONALD

JOHN F. SWEENEY

JOHN F. SWEENEY

MICHAEL THOMPSON

MICHAEL THOMPSON

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

Winnebago, Illinois this _____ day of _____ 2023.

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



2023 Nursing Wage Proposal

| RN Hourly Rate Based on Experience | | LPN Hourly Rate Based on Experience | |
|------------------------------------|-----------------|-------------------------------------|-----------------|
| 0-4 years | \$38.00-\$39.00 | 0-4 years | \$31.00-\$32.00 |
| 5-9 years | \$40.00-\$41.00 | 5-9 years | \$33.00-\$34.00 |
| 10 or more years | \$42.00-\$43.00 | 10 or more years | \$35.00-\$36.00 |

Current Rates: RN \$29-\$40/hour, LPN \$25-\$32

Current Staff: RN = 11, LPN 19

Compensation Survey: 13 facilities were reviewed

Background of Nursing Industry:

- The competition landscape for nurses has drastically changed in last 3-5 years
- Strong push for RNs to satisfy staffing requirements for increased RN utilization by CMS and accrediting agencies, started in hospitals and now there is a focus on Nursing Homes
- There are potential monetary penalties for Nursing Homes that do not meet required RN, LPN, and CNA staffing hours
- These regulatory changes have Skilled Nursing Homes competing fiercely not only with each other but with hospitals as well for the same pool of RNs and LPNs

Benefits of the proposed nursing wage increase:

- Reduce and eliminate agency usage, decreasing premium wage costs
- Retain experienced core staff for maximum retention, job satisfaction and improved teamwork
- Be competitive within the current local market
- Leverage for recruiting core staff
- Positive effects of having our own qualified staff impacts quality of care, resident safety, finances and reputation



Resolution Executive Summary

Prepared By: Finance Department
Committee: Finance Committee
Committee Date: August 31, 2023
Resolution Title: Annual Appropriation Ordinance
County Code: Winnebago County Code Sec 2 -38 Accounting and Financial Reporting Policies

Board Meeting Date: September 7, 2023

Budget Information:

| |
|---------------------------------------------------------------|
| Was item budgeted? This is the Fiscal Year 2024 Budget |
| If not, explain funding source: N/A |
| ORG/OBJ/Project Code: N/A Budget Impact: N/A |

Background Information:

Annually the county is required to pass a budget. Said budget must comply with Governmental Accounting Standards Board (GASB) pronouncements. The Proposed Fiscal Year 2024 Winnebago County Budget provides the financial detail to the Annual Appropriation Ordinance. Please note, the Annual Appropriation Ordinance and the Proposed Fiscal Year 2024 Budget are and should be considered parts of the same document. This executive summary, the Annual Appropriations Ordinance along with its supporting Fiscal Year 2024 Budget is or will be available no later than 9-14-2023 in electronic format and hard copy by contacting the Winnebago County Clerk. Also, from 9-14-2023 until 9-28-2023 this document will be on public display in the Winnebago County Clerk’s Office.

Recommendation:

This is the recommended budget based on communication with county board members and members of the Finance Committee.

Contract/Agreement:

N/A

2023 CO

ANNUAL APPROPRIATION ORDINANCE

WHEREAS, the herein contained annual budget has been prepared in accordance with “An Act in Relation to the Budgets of Counties Not Required by Law to Pass an Annual Appropriation Bill”, as amended; and,

WHEREAS, The Finance Committee of the County Board of the County of Winnebago, State of Illinois, has received the herein contained estimated revenues, expenditure budgets and appropriations for the various departments and funds for the fiscal year beginning October 1, 2023 and ending September 30, 2024; and,

WHEREAS, said schedule of appropriations which specified the several objects and purposes of each item of expense is to be known as the Annual Appropriation Ordinance. Also, said Annual Appropriation Ordinance applies to the various Federal and State Grants that are approved by the County Board or County Health Board and appropriate funding agency.

NOW, THEREFORE, BE IT ORDAINED, by the County Board of the County of Winnebago, Illinois, that the amounts and purposes herein specified, or so much thereof as may be authorized by law, as may be needed, be and the same are hereby appropriated from the following funds: General Fund, Public Safety Sales Tax Fund, Public Health/Grants Fund, Detention Home Fund, County Highway Fund, County Bridge & Improvement Fund, Federal Aid Matching Fund, Motor Fuel Tax Fund, Rebuild Illinois Fund, Historical Museum Fund, Animal Services Fund, Animal Services Donation Fund, Veteran’s Assistance Fund, Employer Social Security Fund, Illinois Municipal Retirement Funds, Tort Judgment and Liability Insurance Fund, Health Insurance Fund, River Bluff Nursing Home Fund, Internal Services Fund, Law Library Fund, Recorder’s Document Fee Fund, Court Security Fee Fund, Document Storage Fund, Probation Service Fee Fund, Court Automation Fund, Children’s Waiting Room Fund, Specialty Courts Fund, State’s Attorney Grants Fund, Circuit Court Grants Fund, Child Support & Collection Fee Fund, Marriage and Civil Union Fund, Treasurer Delinquent Tax Fund, WinGIS (County Share) Fund; 9-1-1 Operations Fund (ETSB), Children’s Advocacy Project Fund, CASA Fund, Vital Records Fee Fund, Victim Impact Panel Fee Fund, Host Fee Fund, Recorder’s Rental Housing Fee Fund, Drug Enforcement Fund (Sheriff), Neutral Site Custody Exchange Fee Fund, 555 North Court Street Operations Fund, Coroner’s Office Fee Fund, Deferred Prosecution Program Fund, 2012C Refunding Bond Fund, 2013C Debt Certificates Fund, 2013E Debt Certificates Fund, 2015A Debt Certificates Bond Fund, 2016E Refunding Bond Fund, 2017C Refunding Bond Fund, 2018 Pension Obligation Bonds Fund, 2020A GO Bond Fund, 2021A Refunding Bonds Fund, 2021B Refunding Bonds Fund, 2022 Series Go Refunding Bonds, 2015A Project Fund, Mortgage Foreclosure Mediation Fund, Baxter Road Special Tax Allocation Fund, Water System–Baxter Road Fund, Community Development Loan Fund, Hotel/Motel Tax Fund, Federal Forfeiture Fund (State’s Attorney), State Drug Forfeiture Fund (State’s Attorney), Check Offender Program Fund (State’s Attorney), State’s Attorney Automation Fund, County Automation Fund, Sheriff Electronic Citation Fund, Sheriff’s Commissary Fund, CJC Fitness Fund, Jail Medical Cost Fund, Mental Health Tax Fund, Circuit Clerk Electronic Citation Fund, Circuit Clerk Operations and Administration Fund, Sheriff’s Department Grant Fund, Probation Grants Fund, City Election Fund, Capital Projects Fund, ERAP II Fund,

American Rescue Plan Act Fund, Chairman's Office of Criminal Justice Initiatives Grants Fund, Regional Police Training Center Fund, 2024 Court-Case Management Project Fund, for the fiscal year beginning October 1, 2023 and ending September 30, 2024; and,

BE IT FURTHER ORDAINED, that the object classifications to be used to identify the objects of expenditures within the various appropriations shall be known as personnel; supplies and services, capital outlays; debt service; transfers;

BE IT FURTHER ORDAINED, that the clerk of the County Board of the County of Winnebago, Illinois shall deliver a certified copy of this Ordinance to the County Clerk.

Respectfully Submitted,
FINANCE COMMITTEE

(AGREE)

(DISAGREE)

JOHN BUTITTA, CHAIR

JOHN BUTITTA, CHAIR

JAIME SALGADO, VICE CHAIR

JAIME SALGADO, VICE CHAIR

JEAN CROSBY

JEAN CROSBY

JOE HOFFMAN

JOE HOFFMAN

KEITH McDONALD

KEITH McDONALD

JOHN F. SWEENEY

JOHN F. SWEENEY

MICHAEL THOMPSON

MICHAEL THOMPSON

The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois this ____ day of _____ 2023.

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

**ECONOMIC
DEVELOPMENT
COMMITTEE**



Resolution Executive Summary

Committee Date: Monday, August 28, 2023

Committee: Economic Development

Prepared By: Staff

Document Title: Resolution Authorizing Execution Of An Intergovernmental Agreement On New Residential Construction Property Tax Refund Program With The City Of Rockford, The Board Of Education Of Rockford School District No. 205, And The Rockford Park District

County Code: 5 ILCS 220/1 et seq.,

Board Meeting Date: Thursday, September 7, 2023

Budget Information:

| | |
|----------------------------------------|------------------------------|
| Was item budgeted? NA | Appropriation Amount: |
| If not, explain funding source: | |
| ORG - OBJ - Project Code: | Budget Impact: |

Background Information:

The County of Winnebago, City of Rockford, Rockford School District No. 205, and Rockford Park District are looking to partner together as well as any other taxing bodies that are interested in participating in a property tax refund program for new construction on existing vacant residential lots in Winnebago County. Applicants could receive 3 years of property tax (bill) refunds at 100% from participating taxing bodies portion of property taxes levied.

Recommendation:

Winnebago County Administration supports the development of existing properties to assist in the growth of the Equalized Assessed Value (EAV).

Contract/Agreement:

Yes

Legal Review:

Yes

Follow-Up:

County Staff can request Rockford to provide updates on the project as requested.

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

SUBMITTED BY: ECONOMIC DEVELOPMENT COMMITTEE

2023 CR _____

**RESOLUTION AUTHORIZING EXECUTION OF AN INTERGOVERNMENTAL
AGREEMENT ON NEW RESIDENTIAL CONSTRUCTION PROPERTY TAX
REFUND PROGRAM WITH THE CITY OF ROCKFORD, THE BOARD OF
EDUCATION OF ROCKFORD SCHOOL DISTRICT NO. 205, AND THE ROCKFORD
PARK DISTRICT**

WHEREAS, Article VII, Section 10 of the Constitution of the State of Illinois of 1970 authorizes units of local government to contract and associate among themselves to obtain or share services and to exercise, combine, or transfer any power or function, in any manner not prohibited by law or ordinance; and

WHEREAS, the Intergovernmental Cooperation Act, 5 ILCS 220/1, et seq., provides that any power or powers, privileges, functions, or authority exercised or which may be exercised by a public agency of this State may be exercised, combined, transferred, and enjoyed jointly with any other public agency of this State; and

WHEREAS, the County of Winnebago, Illinois (County), the City of Rockford (City), the Board of Education of Rockford Public School District No. 205 (School District), and the Rockford Park District (Park District) are public agencies as defined in the Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq.; and

WHEREAS, the County, City, School District, and the Park District desire to increase the tax base, economic activity and job opportunities within their respective jurisdictions; and

WHEREAS, the Winnebago County Board has determined that participation in this new Residential Construction Property Tax Refund Program, will assist in the growth of residential development within Winnebago County, Illinois to create community investment that will increase the Equalized Assessed Value which will further benefit Winnebago County citizens and improve economic well-being and quality of life in the County; and

WHEREAS, a property tax refund may be eligible for New Residential Construction (single-family and multi-family) if certain criteria is met, as well as being within the County, City, School District, and the Park District or any other participating taxing bodies jurisdiction; and

WHEREAS, the proposed Program would offer a three (3) year tax refund at one hundred percent (100%) if all criteria is met, including but not limited to applying each year to receive the refund; and

WHEREAS, the County desires the City to exercise the County's refund authority on its share of property taxes levied against qualified properties as described in the attachments ("Intergovernmental Agreement On Property Tax Refunds", attached hereto as **Exhibit A** and the "New Residential Construction Property Tax Refund Program" attached hereto as **Exhibit B**), as well as in conjunction with the School District, and the Park District.

NOW THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois, that the Winnebago County Board Chairman is hereby authorized to execute the Intergovernmental Agreement by and between the County of Winnebago (County), the City of Rockford (City), the Board of Education of Rockford School District No. 205 (School District), and the Rockford Park District (Park District), in substantially the same form as the, "Intergovernmental Agreement On Property Tax Refunds", attached hereto as **Exhibit A** and the "New Residential Construction or Rehabilitation Property Tax Refund Program" attached hereto as **Exhibit B**.

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, County Administrator, and the County Auditor.

Respectfully submitted,
Economic Development Committee

AGREE

DISAGREE

JOHN SWEENEY, CHAIRMAN

JOHN SWEENEY, CHAIRMAN

JEAN CROSBY

JEAN CROSBY

ANGELA FELLARS

ANGELA FELLARS

VALERIE HANSERD

VALERIE HANSERD

BRAD LINDMARK

BRAD LINDMARK

TIM NABORS

TIM NABORS

JOHN PENNEY

JOHN PENNEY

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this ____ day of _____ 2023.

ATTESTED BY:

JOSEPH V. 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

INTERGOVERNMENTAL AGREEMENT ON PROPERTY TAX REFUNDS

This Agreement is entered this ___ day of _____, 2023, by and between the Board of Education of Rockford School District No. 205, Winnebago and Boone Counties, Illinois (School District), the City of Rockford, Winnebago and Ogle counties, Illinois (City), and the County of Winnebago (County), Rockford Park District all units of local government organized and existing under the laws of the State of Illinois.

WHEREAS, the Illinois Constitution, Article VII, Section 10(a) authorizes school districts and units of local government to associate among themselves to cooperatively exercise their powers in any manner not prohibited by law; and

WHEREAS, the Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., allow units of local government and school districts to contract with each other to perform any governmental service, activity or undertaking which such entities are authorized by law to perform; and

WHEREAS, the School District, City, Park District and County desire to create an intergovernmental agreement on residential property tax refunds which is compliant with the policies of all three participants, constitutes the proper exercise of governmental authority and tends to foster sales of new residential real estate; and,

WHEREAS, the School District, City, Park District and County each receive a substantial portion of its operating revenue from local real property tax levies; and,

WHEREAS, to sustain growth of the real estate tax base, it is necessary to encourage new residential property development and stabilize residential occupancy; and,

WHEREAS, it is in the best interest of each signatory to work cooperatively to promote growth and stabilization of the real estate tax base; and.

WHEREAS, the School District, the City, the Park District and the County are empowered by Illinois law, statutory authority or the reasonable extension thereof to authorize and pay property tax refunds; and,

WHEREAS, this Agreement is entered into between and for the joint benefit of the School District, City, the Park District and the County and such further taxing districts with boundaries lying within or partly within the limits of the City who adopt and execute this Agreement, collectively, signatories hereto and no right, duty, benefit nor entitlement is intended or created in favor of any person or entity not a signatory hereto; and

WHEREAS, the School District, the City, the Park District and the County have additional interest in establishing a residential rehabilitation program that stabilizes existing housing stock and increases equalized access value through property tax rebates and agree to further discuss and evaluate such a program through

meeting on a regular basis over the next 6 months with the first meeting taking place within 30 days of the approval of this IGA; and

NOW, THEREFORE, the City, School District, Park District and County agree as follows:

I. EXERCISE OF POWERS/PURPOSE

A. The School District, the City, the Park District and the County (the Governing Bodies) and such other taxing districts which may approve and adopt this Agreement (hereinafter collectively referred to as Participants) hereby acknowledge and agree that this Agreement constitutes a joint exercise of the powers of each party as granted by law of the State of Illinois, and the obligations and undertakings herein set forth are a proper joint exercise of each party's authority. The Agreement is intended to qualify as an intergovernmental cooperation agreement under the above cited Constitution and statute.

B. The purpose of this Agreement is to establish for the time and under the provisions set forth in this Agreement a system of residential real property tax refunds for purchasers of certain owner-occupied newly-constructed single family residential real estate and multi-family residential real estate within the boundaries of the City (the "New Residential Construction Property Tax Refund Program").

II. PROPERTY TAX REFUNDS

The Participants approve the system of refund of property taxes upon the terms and conditions set forth in this Agreement and within the terms, limitations and conditions set forth in Exhibit A attached hereto and made a part hereof.

III. JOINT OVERSIGHT COMMITTEE

There is created by this Agreement a Joint Refund Oversight Committee. The Committee shall be composed of one designated representative from each Participant as selected by the chief executive officer of each Participant. The duties of the committee shall include, but not be limited to review of procedures for refunds and assessing the effectiveness of the program as an incentive for growth in new construction of single family and multi-family residential real estate and preparation of reports to Participant's regarding the refund system operation, effectiveness and statistical information. Administration of refund payments and operation of the New Residential Construction Property Tax Refund Program is conducted through the City.

IV. DURATION

The Eligibility Period for applicants for refunds shall commence as stated in Exhibit A and shall terminate December 31, 2024 all as provided in Exhibit A. This Agreement shall terminate upon the final payment of

property tax refunds to eligible approved property owners. This Agreement, and the Eligibility Period, may be extended for an additional period of time upon the written approval of all Participants subsequent to resolution or ordinance of each Participant approved by its governing body and specifying the duration of extension which shall be coterminous with all Participants. The Effective date of this Agreement shall be that date upon which the last entity of the School District, the City and the County have approved this Agreement by resolution or ordinance. However, if the governing body of any Party fails to approve the Agreement by resolution or ordinance, then the Effective date shall be the date upon which the last Party approved the Agreement. In that event, this Agreement shall remain in full force and effect for all remaining Parties or subsequent Additional Taxing District Participants.

V. COSTS, EXPENSES, AND FUNDING

Each Participant shall be responsible for its own costs and expenses of operation of the refund system and funding for the total amount of any refunds issued by such Participant; provided, the City shall bear the cost of administration and payment processing.

VI. NO PRIVATE RIGHT OF ACTION

This Agreement does not create nor is intended to establish any private right of action against any Participant by any individual based upon or as a claim for refund. The issuance of refunds is entirely discretionary and within the sole decision of each Participant. The determination of eligibility of any applicant for refund shall be based exclusively on the criteria set forth in Exhibit A attached to this Agreement and determined by the City; provided that eligibility or application approval shall not be based upon any impermissible criteria including without limitation, gender, race and age.

VII. TERMINATION

This Agreement shall terminate by expiration of time pursuant to the provisions of section IV. In the event any court of proper jurisdiction determines that any one or more of the Governing Bodies is without authority to issue refunds or that the Agreement does not constitute a proper exercise of intergovernmental authority and enters a final order to such effect, this Agreement shall then terminate and all refund payments shall immediately cease. In the event of termination of Eligibility Period by expiration of time, Participants agree to complete all refund payments to eligible approved property owners who have qualified property and are eligible for refunds on or prior to the date of expiration of the Eligibility Period. In the event of termination by court order, no further refund payments shall be made by any Participant subsequent to the date of such final order.

If any Party to this Agreement or subsequent Additional Taxing District Participants terminate their participation in the Program, then they shall complete all refund payments to eligible approved property owners

who have qualified property, are eligible for refunds, and who entered the Program prior to the Party terminating participation. In that event, this Agreement shall not terminate as to all Parties, but shall remain in full force and effect for all remaining Parties or subsequent Additional Taxing District Participants.

VIII. INDEMNIFICATION

Each Participant shall and does hereby indemnify and hold harmless the other Participants from and against any claims, actions, causes of action, damages, losses, costs and expenses, including reasonable attorney’s fees, arising solely from any claim against a Participant based on or related to the action of one or more other Participants.

IX. ADDITIONAL TAXING DISTRICT PARTICIPANTS

Any unit of local government which is a taxing district and which is authorized to enter into intergovernmental agreements under the provisions of the Illinois Constitution and the Intergovernmental Cooperation Act may become a Participant and signatory hereto upon adoption of this Agreement and the New Residential Construction Property Tax Refund Program. Such adoption must include all terms and conditions of the New Residential Construction Property Tax Refund Program.

X. NOTICES

The effective date of written notice shall be the date of hand delivery or the date such notice is placed in the U.S. Mail addressed as indicated below. If required or permitted to be given, all written notices to the City, the School District and the Park District shall be directed as follows:

| | | | |
|-------------------|--------------------------------------------------------------------------------------------------------|----------|-----------------------------------------------------------------------------------------------|
| School District: | Superintendent of Schools Rockford Public Schools 501 Seventh Street Rockford, Illinois 61104 | Copy to: | General Counsel Rockford Public Schools 501 Seventh Street Rockford, Illinois 61104. |
| City of Rockford: | Office of the Mayor 425 E. State St. 8th Floor Rockford, IL 61104 | Copy to: | City Legal Director 425 East State Street 7th Floor Rockford, IL 61104 |
| Winnebago County: | Board Chair Winnebago County 404 Elm St. Rockford, Illinois 61101 | Copy to: | Chief of Civil Bureau, Winnebago State’s Attorney 404 Elm St. Rockford, IL 61101 |

Rockford Park District: Board Chair
Webbs Norman Center
401 S. Main Street
Rockford, IL 61101

Copy to: Executive Director
Webbs Norman Center
401 S. Main Street
Rockford, IL 61101

Written notices to other Participants shall be as specified by each such Participant in its adopting resolution or ordinance.

XI. MISCELLANEOUS

- A. This Agreement is binding upon and shall inure to the benefit of the successors of the parties.
- B. This Agreement is not assignable.
- C. The invalidity of any provision of this Agreement shall not render invalid any other provision. In the event a court of competent jurisdiction declares, finds, or rules that a provision of this Agreement is invalid or unenforceable, such provision shall be severed and the remaining provisions shall remain in full force and effect subject to the provisions of section XII.
- D. Failure of a party to insist upon strict and prompt performance of the terms, conditions, covenants and agreements herein contained shall not constitute nor be construed as a waiver or relinquishment of rights to enforce any such term, condition, covenant or agreement and the same shall condition in full force and effect. In the event of a waiver of a breach or default of any term, condition, covenant or agreement, such shall not serve to waive any additional or future breach or default.
- E. This Agreement shall be governed, interpreted and construed in accordance with the laws of the State of Illinois.
- F. This Agreement contains the entire and integrated agreement of the parties and shall supersede any prior written or oral agreements or understandings.
- G. This Agreement may only be altered or amended in manner specified herein, or by the express written consent and agreement of the parties.
- H. This Agreement shall not serve to limit nor restrict the ability and authority of the Board of Education of Rockford School District No. 205, nor the City Council of the City nor the Winnebago

Count Board, nor the governing board of any Participant from making, adopting, amending or revising any of its policies and procedures nor serve as an encumbrance on any revenues.

IN WITNESS WHEREOF, the parties have executed this Agreement effective the ___ day of _____, 2023.

Board of Education of Rockford School
District No. 205, Winnebago-Boone
Counties, Illinois

Winnebago County

BY: _____

BY: _____

City of Rockford Illinois

Rockford Park District

BY: _____

New Residential Construction Property Tax Refund Program

Section I. Definitions

“Participants”, as used herein, shall mean those units of local government which levy and collect real property taxes and whose boundaries lie within or partially within the boundaries of the City of Rockford Illinois and which entity has adopted, in accordance with law and their respective rules of procedure, the intergovernmental Agreement to which this Exhibit A is attached;

“Program” shall mean the New Residential Construction Property Tax Refund Program as set forth herein and the corresponding Intergovernmental Agreement executed among the Participants.

“Program Administrator” as used in this Agreement shall mean the City of Rockford, Illinois.

Section II. Property Tax Refund for New Residential Construction

Participants shall refund the Participant’s property taxes levied on newly constructed single-family residential home to an owner that occupies the home as their Principal Residence as provided in the Program or the owner of newly constructed multi-family residential development (whichever is applicable) if the Program Administrator finds that the owner of the has complied with the terms of the Program and is entitled to such refund. The Program and benefits are contingent upon the IGA and the Program being enacted by the City of Rockford, the County of Winnebago and the Rockford Public School District 205 (the Governing Bodies).

Section III. Program Administrator

The City of Rockford shall be the Program Administrator, in accordance with the terms and conditions of the Program, and shall be responsible for the development and use of such forms and documents as may be necessary to qualify properties and owners for refunds, determine qualified properties and owners, notify Participants of the total amount of refunds due for qualified properties and owners, and distribute Participant refunds to owners in accordance with the Program.

Section IV. Program Eligibility Requirement

A. Single-Family Homes.

Refunds shall be approved for New Construction for single-family homes where:

1. The applicant for the refund is the owner of a newly constructed single-family dwelling that is:
 - a. located within the corporate limits of the City of Rockford; and
 - b. is within the boundaries of the Rockford School District 205; and

- c. is within the boundaries of the County of Winnebago; and
 - d. is located on a lot or in a subdivision that was platted prior to April 1, 2023.
2. The permit for the construction of the house was issued on or after April 1, 2023 (Or alternative date determined by the Governing Bodies) and before December 31, 2024.
 3. An occupancy permit is issued no later than 12 months after issuance of the building permit for construction or December 31, 2025 (whichever comes first).
 4. There are no open Code violations against the applicant or the property from any unit of local government. The applicant is not delinquent in the payment of any property tax imposed within Winnebago County or on any financial obligation of any kind owed to the city.
 5. The applicant is the owner of the property;
 6. There is no challenge to the assessed value of the property or to the amount of taxes owed or paid.
 7. The applicant provides a written acknowledgement that the applicant shall have the sole responsibility (when applicable) for reporting any rebate to the IRS as part of their annual income tax filling.

B. Multi-Family Dwellings

Refunds shall be approved for New Construction for multi-family developments where:

1. The applicant for the refund is the owner of a newly constructed multi-family dwelling that is:
 - a. located within the corporate limits of the City of Rockford, and
 - b. within the boundaries of the Rockford School District 205; and
 - c. is within the boundaries of the County of Winnebago; and
 - d. is located on a lot or in a subdivision that was platted prior to April 1, 2023.
2. The permit for the construction of the multi-family development was issued on or after April 1, 2023 (Or alternative date determined by the Governing Bodies) and before December 31, 2024.
3. An occupancy permit is issued no later than 12 months after issuance of the building permit for construction or December 31, 2025 (whichever comes first).
4. There are no open Code violations against the applicant or the property from any unit of local government. The applicant is not delinquent in the payment of any property tax imposed within Winnebago County or on any financial obligation of any kind owed to the city.
5. The applicant is the owner of the property;
6. There is no challenge to the assessed value of the property or to the amount of taxes owed or paid.

7. The applicant provides a written acknowledgement that the applicant shall have the sole responsibility (when applicable) for reporting any rebate to the IRS as part of their annual income tax filling.

Section V. Refund Amounts

Upon proof that all requirements have been met, the Participants shall refund property taxes to the eligible applicants, as follows:

- A. One hundred percent (100%) of the Participant property taxes imposed on the real estate in the first full year of completed construction; and
- B. One hundred percent (100%) of the Participant property taxes imposed on the real estate in the second year of completed construction; and
- C. One hundred percent (100%) of the Participant property taxes imposed on the real estate in the third year of completed construction.

Section VI. Additional Program Rules

- A. It shall be the responsibility of the person applying for the refund to establish by clear and convincing evidence that he or she is eligible for the refund requested. The applicant shall submit a verified application for the refund to the City of Rockford Finance Director (Finance Director).

A new application shall be made for every year for which a refund is sought. Said application shall be filed on or after June 1 and before September 30 in the year in which a refund is due. The Finance Director may request any form of documentation or information she believes may assist her in her determination that the applicant for abatement is entitled thereto, and the failure of any applicant to supply such information in a timely manner when requested shall constitute a withdrawal of the application.

- B. Enrollment of an eligible property shall be on such forms as the Finance Director may prescribe. Said shall be completed and submitted to the Finance Director no later than January 31, 2025. Compliance of conditions which occur after the January 31, 2025 may be required to be entitled to a refund.
- C. If the City of Rockford Finance Director is satisfied that the applicant for a refund under the Program is entitled to receive the refund, such Finance Director advise each Participant of the amount of refund for approval of each Participant which shall authorize the refund if it finds the requirements of the Program and the IGA have been met and shall authorize disbursement of the refund amount to the City of Rockford for distribution to the qualified home owners.
- D. If the Participant approves an application for refund, the applicant shall have paid the full amount of taxes imposed as if there were to be no refund. Upon proof of that payment to the Finance Director, the Finance Director shall then refund to the owner the authorized refund.



Resolution Executive Summary

Committee Date: Monday, August 28, 2023

Committee: Economic Development

Prepared By: Chris Dornbush

Document Title: Resolution Approving Six Thousand Dollars (\$6,000) From Host Fees To The Rockford Area Convention And Visitors Bureau (RACVB) To Support The Stroll On State Event

County Code: 2019-CR-119, Resolution Concerning The Policy For The Process For Awarding, Recommending, Evaluating And Approval Of Host Fee Funds To Other Entities, “Annual Host Fee Award Policy”

Board Meeting Date: Thursday, September 7, 2023

Budget Information:

| | |
|------------------------------------------------|---------------------------------------|
| Was item budgeted? Yes | Appropriation Amount: \$6,000 |
| If not, explain funding source: | |
| ORG - OBJ - Project Code: 41700 - 43190 | Budget Impact: None - Budgeted |

Background Information:

Winnebago County has historically supported Rockford Area Convention & Visitors Bureau (RACVB) to promote tourism and special events in the region. This request is for a grant of \$6,000 for the 2023 “Stroll On State” in-person event in downtown Rockford this year. The County approved \$5,000 for the last three years, however 2020 “Stroll On State” was virtual due to COVID-19.

Recommendation:

Winnebago County has historically supported Rockford Area Convention & Visitors Bureau (RACVB) to promote tourism and special events that spur positive economic impact to the region. The Economic Development Committee along with the County Board has supported the efforts of RACVB numerous times in recent years its, most recently with financial assistance from host fees for Stroll-On-State; 2022-CR-136 (\$5,000), 2021-CR-135 (\$5,000), 2020-CR-143, (\$5,000) and the WNIT tournament 2021-CR-026 (\$20,000).

Contract/Agreement:

NA

Legal Review:

Yes

Follow-Up:

Rockford Area Convention & Visitors Bureau (RACVB) updates the Economic Development Committee on a quarterly basis and/or the entire Board as they see fit.

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

SUBMITTED BY: ECONOMIC DEVELOPMENT COMMITTEE

2023 CR _____

**RESOLUTION APPROVING SIX THOUSAND DOLLARS (\$6,000) FROM HOST FEES
TO THE ROCKFORD AREA CONVENTION AND VISITORS BUREAU (RACVB) TO
SUPPORT THE 2023 STROLL ON STATE EVENT**

WHEREAS, the County of Winnebago, Illinois supports the growth of economic development for the region by the attraction of tourism and special events to the area; and

WHEREAS, the Rockford Area Convention and Visitors Bureau, (hereinafter “RACVB”) works to grow the economic impact to the Winnebago County Region; and

WHEREAS, the RACVB is requesting \$6,000.00 (Six Thousand Dollars) to hold the annual special event in the region to draw visitors to downtown Rockford, Winnebago County for tourism by hosting the Stroll on State Event this year.

NOW THEREFORE, BE IT RESOLVED, the County of Winnebago, Illinois will grant \$6,000.00 (Six Thousand Dollars) to the Rockford Area Convention and Visitors Bureau (RACVB) from host fee funds to support tourism by Stroll on State.

BE IT FURTHER RESOLVED, that the Rockford Area Convention and Visitors Bureau (RACVB) will be required to reimburse the County the \$6,000.00 (Six Thousand Dollars) of this grant allocated to the “Stroll on State” event, should “Stroll on State” not occur in 2023.

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 a certified copy of this Resolution to the Winnebago County Director of Regional Planning and Economic Development, County Administrator, the County Auditor, the County Finance Director, and the Executive Director of the Rockford Area Convention and Visitors Bureau.

Respectfully submitted,

Economic Development Committee

AGREE

DISAGREE

JOHN SWEENEY, CHAIRMAN

JOHN SWEENEY, CHAIRMAN

JEAN CROSBY

JEAN CROSBY

ANGELA FELLARS

ANGELA FELLARS

VALERIE HANSERD

VALERIE HANSERD

BRAD LINDMARK

BRAD LINDMARK

TIM NABORS

TIM NABORS

JOHN PENNEY

JOHN PENNEY

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this ____ day of _____ 2023.

ATTESTED BY:

JOSEPH V. 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

Winnebago County Annual Host Fee Award Policy Application

| ORGANIZATIONAL INFORMATION | |
|--------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Organization Name: | Rockford Area Convention & Visitors Bureau |
| Contact (Point) Person: | Kristen Paul |
| Contact Person Position: | VP Of Destination Development |
| Contact Phone Number: | (815) 489 - 1661 <input checked="" type="radio"/> Work <input type="radio"/> Home <input type="radio"/> Mobile <input type="radio"/> Other: _____ (815) 540 - 7342 <input type="radio"/> Work <input checked="" type="radio"/> Home <input type="radio"/> Mobile <input type="radio"/> Other: _____ |
| Address(es) / Location(s) of Activity: | 1) Stroll on State takes place in Rockford, IL (Downtown Rockford) 2) _____ 3) _____ |
| Description of the Organization: | <p>RACVB is a private, non-profit organization established in 1984 to promote and champion efforts to make the Rockford Region an overnight visitor destination. The mission of RACVB is to drive quality of life and economic growth for our citizens through tourism marketing and destination development.</p> <p>PRIORITY RESULTS:</p> <p>1.1 CREATE ECONOMIC WEALTH: The Rockford Region experiences growth in tourism's leading indicators.</p> <p>1.2 ENHANCE TOURISM PRODUCT: The Rockford Region offers unique and marketable experiences and venues that meet or exceed visitor expectations and enhance quality of life for citizens.</p> <p>1.3 ENGAGE CONSTITUENTS ON BEHALF OF TOURISM: RACVB tourism marketing and destination development efforts have broad support among key stakeholders.</p> <p>EXTERNAL ROLE STATEMENT: The RACVB adds wealth to the region's economy by growing tourism.</p> |
| Requested Award Amount (\$): | \$ 6,000 . <u>00</u> |
| Proposed Use of Award (specific): <i>Should address items, such as: what, who, when, where, how, etc.?</i> | <p>Stroll on State will be returning for year 11 on Saturday, November 25, 2023. For the past ten years, Stroll on State has been a staple for our community and a means to support local business owners while bringing our community together through the magic of the holidays.</p> <p>In planning the 2023 Stroll on State, there have been increased expenses for rentals, security and more. Support from the county will be paired with funding secured from 20+ private donors and in-kind support from partners such as the City of Rockford to cover the additional costs associated with producing this event. Funding will allow for seasonal decor throughout the downtown Rockford area.</p> <p>We want to offer a partnership in this year's adapted Stroll on State sponsorship program that benefits the community both on event day and throughout the season.</p> |

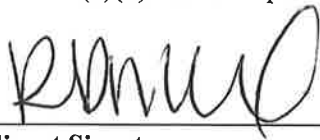
If additional space is needed, make a note in the section(s), "See attachment".

Winnebago County Annual Host Fee Award Policy Application

| | | | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <p>Expected Program Outcomes Outlined:</p> | <p>Each year we collect results through surveys and wrap-up meetings that provide us with data showcasing the results of the event. Based upon this collected data, we expect the following outcomes:</p> <ul style="list-style-type: none"> • Participants of various income levels and socioeconomic statuses are able to participate in a free uplifting holiday experience resulting in a sentiment of welcoming diversity and increased civility within our region. • Increased revenue for local participating businesses during the holiday season, specifically on days of promotion and activation. • Positive experience, perception, and association with Winnebago County will result in increased visits to our region and support of local businesses throughout the year. | | | | |
| OTHER PARTICIPATING ORGANIZATION(S) | | | | | |
| Name(s) | INVESTMENT | | | | |
| | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%; text-align: center; padding: 5px;">Amount (\$)</td> <td style="width: 10%; text-align: center; padding: 5px;"><i>or</i></td> <td style="width: 50%; text-align: center; padding: 5px;">Type of Involvement (Description)</td> </tr> </table> | Amount (\$) | <i>or</i> | Type of Involvement (Description) | |
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| \$ <u>.00</u> | | | | | |
| <p>Has the investment been formally/officially approved?</p> <p><input type="checkbox"/> Approved Date: _____</p> <p><input type="checkbox"/> Anticipated Date: _____</p> | | | | | |

Required documents to be submitted by the Organization

- 501(c)(3) tax exempt status
 signed W-9 form



7/24/2023

Applicant Signature

Date

***By signing this application, I hereby attest that this application and any accompanying documents are true, accurate, and correct to the best of my understanding. I further agree to follow the rules and guidelines as laid out within the "Winnebago County Annual Host Fee Policy".*

If additional space is needed, make a note in the section(s), "See attachment".



STROLL *on* STATE[®]



ILLINOIS
BANK & TRUST™
a division of HTLF Bank

11th Annual Sponsorship Packet

Stroll on State started because a handful of people saw a need to showcase downtown Rockford and the holidays was a great time to do that. There had not been a city holiday tree for years. This small group of people rallied a large number of volunteers

“In the true spirit of the holidays, our community is coming together, giving their time and talent, to bring this event to life. Our vision is to make this a family tradition for many years to come – a night where we gather family, old friends and new friends to enjoy and appreciate the wonderment of the season together.”

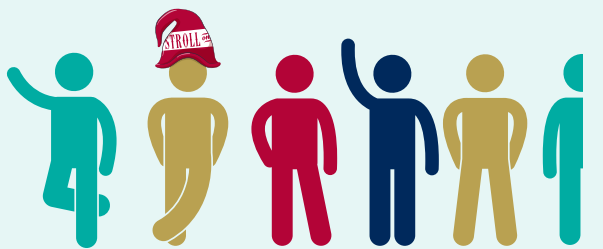
John Groh, president/CEO,
Rockford Area Convention & Visitors Bureau



Stroll on State is held annually on the Saturday after Thanksgiving--Small Business Saturday--and is the Rockford region’s kick-off to the holiday season. The free community event in downtown Rockford features a parade, fireworks, tree lighting, musical performances, surprise visits from Santa, and so much more!

Stroll on State is about experiencing the awe and wonder of what a community can do together.

**Sponsorship opportunities
are now available!**



520,000

Stroll on State attendees in 10 years

** 2020 was a virtual event so attendance was not counted*



Kristen Paul -
Vice President of
Destination Development

815.540.7342
kpaul@gorockford.com

**Rockford Area Convention
& Visitors Bureau**

102 N. Main St. | Rockford, IL 61101































































GoRockford.com | StrollOnState.com

2023 Sponsor Benefits

Stroll on State

| | | | | |
|------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|
|  Premier \$25,000+ |  Shining Star \$8,500+ |  Merry & Bright \$6,000+ |  Santa's Helper \$3,000+ |  Friend \$1,000+ |
|------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|

*Custom packages available • **Packages can be combined to increase benefits • ***Additional details and benefits noted sponsor opportunities sheets

| Benefits |  |  |  |  |  |
|----------------------------------------------------------|--------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| Live mentions from main stage during event |  | | | | |
| Logo on Merry and Bright stage and on site banners |  | | | | |
| Logo projected on buildings and/or key entrances |  | | | | |
| Logo on Stroll posters |  | | | | |
| Speaking opportunity at press conference |  | | | | |
| Inclusion in all media releases |  | | | | |
| Name on Dasher Dash shirt |  | | | | |
| Opportunity to have a table at Dasher Dash after party |  |  | | | |
| Logo on Dasher Dash Run sign up |  |  | | | |
| Discounted Dasher Dash employee registration code |  |  |  | | |
| Opportunity to pass branded item during parade |  |  |  | | |
| Special mentions on RACVB social media |  |  |  |  | |
| Complimentary float entry in Stroll on State Parade |  |  |  |  | |
| Logo displayed at sponsored event zone (location varies) |  |  |  |  | |
| Logo and/or name on map |  |  |  |  | |
| Logo or name on all print and digital advertising |  |  |  |  | |
| Logo or name in post event newspaper thank-you ad |  |  |  |  |  |
| Logo on Stroll on State website |  |  |  |  |  |
| Approval to use Stroll on State logo |  |  |  |  |  |
| Opportunity for customized group volunteer experience |  |  |  |  |  |
| # of VIP warming lounge passes | 50 | 30 | 20 | 10 | 4 |
| # of Parking Passes with in/out privileges | 15 | 10 | 3 | - | - |
| # of Dasher Dash complimentary race registrations | 8 | 4 | - | - | - |
| # of Riders in horse and wagons during Stroll parade | 8 | 4 | - | - | - |

2023 Sponsor Options

Stroll on State

Premier

| | |
|-------------|----------|
| Drones Show | \$30,000 |
| Parade | \$25,000 |

Shining Star

| | |
|-----------------------------------|----------|
| City Tree | \$10,000 |
| Fire & Ice | \$10,000 |
| Ice Sculptor | \$10,000 |
| Community Spirit & Workshop | \$10,000 |
| Dance Party | \$10,000 |
| Fireworks | \$10,000 |
| Horse and Wagon | \$10,000 |
| Dasher Dash Presenting | \$10,000 |
| Bell Stages | \$8,500 |
| Holiday Magic Décor (3 available) | \$8,500 |

Merry & Bright

| | |
|------------------------------------|---------|
| East Holiday Market | \$6,000 |
| West Holiday Market | \$6,000 |
| Adult Beverage | \$6,000 |
| Dasher Dash Medals | \$6,000 |
| Indoor Movie Land | \$6,000 |
| Outdoor Movie Land | \$6,000 |
| Rudolph's Reindeer Village | \$6,000 |
| Merry & Bright Main Stage | \$6,000 |
| Elf House Village | \$6,000 |
| Dasher Dash Start/Finish Line | \$6,000 |
| Holiday Spirit Décor (4 available) | \$6,000 |


Santa's Helper

| | |
|--------------------------------------|---------|
| Main/Mulberry Tree | \$3,000 |
| Eddie Green Tree | \$3,000 |
| Adult Beverage Cups | \$3,000 |
| Letters to Santa | \$3,000 |
| Veterans Memorial Hall | \$3,000 |
| Stroll on State Website | \$3,000 |
| Perfect Photo-Op (6 available) | \$3,000 |
| East Fire Pits | \$3,000 |
| West Fire Pits | \$3,000 |
| Block 5 Party | \$3,000 |
| Décor-Santa's Helper (5 available) | \$3,000 |
| Dasher Dash Supporting (5 available) | \$3,000 |

Friend

| | |
|---------------------------|----------|
| Friend of Stroll on State | \$1,000+ |
| Friend of Dasher Dash | \$1,000+ |

 Custom packages available

 Packages can be combined to increase benefits



Rockford Area Convention & Visitors Bureau
102 N. Main St.
Rockford, IL 61101
gorockford.com

Kristen Paul
Vice President of Destination Development
815.540.7342
kpaul@gorockford.com



10 Years!

Rockford Area Convention & Visitors Bureau
2022 SPONSOR RECAP

STROLL *on* STATE[®]



WINNEBAGO COUNTY
ILLINOIS

The mission of the Rockford Area Convention & Visitors Bureau is to drive quality of life and economic growth for our citizens through tourism marketing and destination development.



Real. Original.
ROCKFORD
ILLINOIS, USA
Rockford Area Convention & Visitors Bureau

STROLL *on* STATE[®]

ILLINOIS
BANK & TRUST[™]
a division of HTLF Bank

SATURDAY, NOVEMBER 26, 2022





STROLL *on* STATE[®]



SATURDAY, NOVEMBER 26, 2022



SATURDAY, NOVEMBER 26, 2022

SPONSOR BENEFITS

- Official **Merry & Bright Décor** Sponsor
- Inclusion in all **6 media releases** regarding Stroll on State
- 234 Stroll on State **media mentions** through broadcast/online/social
- **Earned/Paid Media Reach:** 597,000,000 potential reach.
- \$5,556,426 potential value (broadcast and online)

LOGO/NAME INCLUSION

Name in all print ads (magazine, newspaper)

- El Sol - 7,000 circulation
- Northwest Quarterly - 87,500 readership (print and online)
- Smart Living Weekly - 348,621 readership (print and online)
- Rockford Register Star - 32,000 circulation; 39,835 online
- Rock River Times - 15,000 circulation; 8,100 online
- **Total: 538,056 circulation/readership**

- **StrollonState.com (42,743 website visits)**
- **Logo displayed on planters throughout Stroll footprint**

EVENT PERKS

- 20 Warming Center passes
- 3 Parking Passes

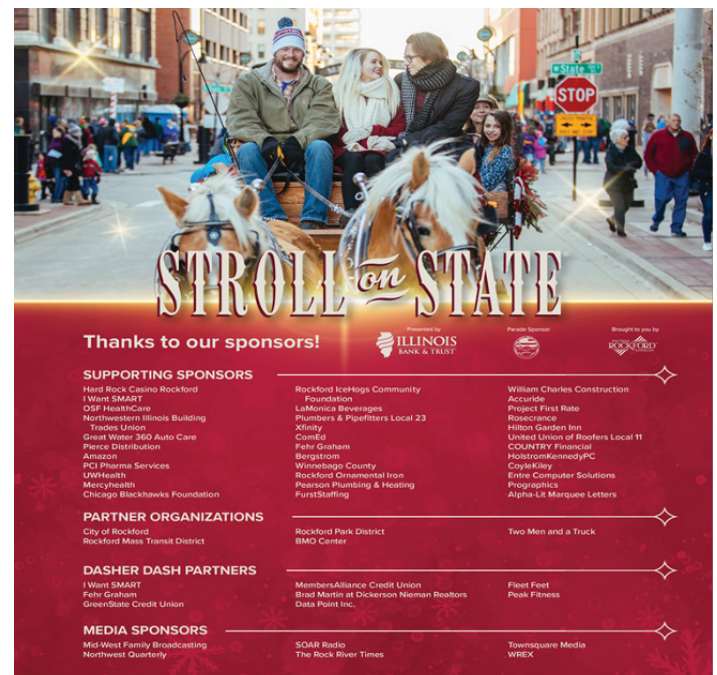
STROLL ON STATE SURVEY

- 86% of attendees had a **positive experience** at Stroll on State
- 87.5% said they would **recommend** Stroll on State to a family member, friend and/or colleague
- 67% experienced more **inclusivity and diversity** at this year's Stroll on State
- 90% **felt "welcomed"** at this year's Stroll on State
- 95% said they are more likely to **come back downtown** after experiencing Stroll on State

SOCIAL MEDIA

Stroll on State Facebook Page Overview

- 188,708 accounts reached (up 663%)
- 8,200 engagements (up 479%)
- 3,630 link clicks
- 1,453 comments
- 1,692 shares
- 12,861 reactions
- 1,129 new followers
- 1,083 net followers
- 2,531 minutes viewed on videos
- **Winnebago County Post**
 - Reach: 3,423





Office of the Secretary of State
ilsos.gov

Business Entity Search

Entity Information

| | | | |
|--------------------------------------|-------------------------------------------------------|---------------------------|----------------|
| Entity Name | ROCKFORD AREA CONVENTION & VISITORS BUREAU | | |
| File Number | 53594433 | Status | ACTIVE |
| Entity Type | CORPORATION | Type of Corp | NOT-FOR-PROFIT |
| Incorporation Date (Domestic) | 09-27-1984 | State | ILLINOIS |
| Duration Date | PERPETUAL | | |
| Annual Report Filing Date | 00-00-0000 | Annual Report Year | 2023 |
| Agent Information | JOHN ALAN GROH 102 N MAIN ST ROCKFORD ,IL 61101 | Agent Change Date | 07-30-2009 |

Services and More Information

Choose a tab below to view services available to this business and more information about this business.

Purchase Master Entity Certificate of Good Standing

File Annual Report

Change of Registered Agent and/or Registered Office

Adopting Assumed Name

**OPERATIONS &
ADMINISTRATIVE
COMMITTEE**



Resolution Executive Summary

For ARPA or CIP Projects

Prepared By: Purchasing Department for Facilities Department
Committee Name: Operations and Administrative Committee
Committee Date: August 31, 2023
Board Date: September 7, 2023
Resolution Title: Resolution Awarding Elevator Modernization for Courthouse and Old Courthouse Using CIP 2023 PSST Funds

Budget Information

| | |
|-----------------------------------------------------------------|-------------------------------------------------------|
| Budgeted? YES | Amount Budgeted? \$1,400,000 |
| If not, originally budgeted, explain the funding source? | CIP 2023 PSST Funds |
| If ARPA or CIP funded, original Board approved amount? | \$1,400,000 |
| Over or Under approved amount? UNDER | By: \$8,000 |
| Reason for ARPA or CIP increase? | N/A |
| If ARPA funded, was it approved by Baker Tilly? | N/A |
| ORG/OBJ/Project Codes: 82200-46430-C2319 | Descriptor: CIP 2023 PSST- Machinery and Equip |
| Budget Impact? | \$ 1,392,000 |

Background Information: The elevators in the Courthouse and Old Courthouse are in need of modernization; three (3) elevators at the Courthouse and two (2) elevators at the Old Courthouse. These elevators were last modernized in 2003 and 2004. The controllers in these elevators are obsolete and no longer supported. The modernization will not only replace the obsolete components but also bring the elevators up to current code requirements, providing safety to users, and making them ADA compliant.

The elevator modernization project, including five (5) cab upgrades, was put out for Bid, in which the Purchasing department received two (2) bids with the lowest Bid presented at \$1,342,000 from Kone, Inc.; see Resolution Exhibit A. An additional contingency of \$50,000 is recommended for unforeseen electrical work or other parts/service, such as a stairwell code compliance in question. Any contingency funds will only be allowed, if Shawn Franks approves, in advance and the PO is revised.

Recommended By: Shawn Franks – Facilities Engineer

Follow-Up Steps: The Purchasing Department will issue a County Purchase Order to Kone, Inc. in the amount of \$1,342,000.

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

Sponsored by: Keith McDonald

Submitted by: Operations and Administrative Committee

2023 CR

**RESOLUTION AWARDING ELEVATOR MODERNIZATION FOR COURTHOUSE AND OLD COURTHOUSE
USING CIP 2023 PSST FUNDS**

WHEREAS, the Code of Ordinances for the County of Winnebago, Illinois, provides as in Section 2-357 (b) (1), Conditions for use. All procurements whose value equals or exceeds the competitive bidding threshold of \$25,000.00 shall be awarded by competitive sealed bidding in accordance with this section except as otherwise provided in 2-357(c) (Request for Proposals), 2-357(d) (Professional Services), 2-357(e) (Sole-Source), 2-357(f) (Emergency Procurements), 2-357 (g) (Cooperative Joint Purchasing) or as provided by State statute; and,

WHEREAS, Elevator cars 1, 2 & 3 at the Courthouse and cars 6 & 7 at the Old Courthouse are in need of modernization; and,

WHEREAS, the Purchasing Department received Bids from local vendors; and,

WHEREAS, the Operations and Administrative Committee of the County Board for the County of Winnebago, Illinois has reviewed the Bid Tab (Resolution Exhibit A) for the aforementioned service and recommends awarding this project to:

KONE, INC.
5801 SOUTH PENNSYLVANIA AVENUE
CUDAHY, WISCONSIN 53110

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois, that the Director of Purchasing is authorized to issue a Purchase Order, on behalf of the County of Winnebago, to KONE, INC., 5801 SOUTH PENNSYLVANIA AVENUE, CUDAHY, WISCONSIN 53110.

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 Director of Purchasing, Finance Director, Director of Facilities, County Board Office and County Auditor.

Respectfully Submitted,
OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE

DISAGREE

KEITH McDONALD, CHAIR

KEITH McDONALD, CHAIR

VALERIE HANSERD, VICE CHAIR

VALERIE HANSERD, VICE CHAIR

PAUL ARENA

PAUL ARENA

JOHN BUTITTA

JOHN BUTITTA

JOE HOFFMAN

JOE HOFFMAN

JAIME SALGADO

JAIME SALGADO

MICHAEL THOMPSON

MICHAEL THOMPSON

The above and foregoing Resolution was adopted by the County Board of the County of
Winnebago, Illinois this ____ day of _____ 2023.

ATTESTED BY:

JOSEPH CHIARELLI
CHAIR 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

BID TAB

23B-2292 - ELEVATOR MODERNIZATION (Courthouse and Old Courthouse)

BID OPENING JULY 28, 2023 - 2:00 P.M.

| VENDOR NAME | KONE, INC. | SCHUMACHER ELEVATOR COMPANY |
|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|------------------------------|
| Addendums Acknowledged | YES | YES |
| Minimum # of Proposals Included | YES | YES |
| TOTAL FOR FIVE (5) ELEVATORS | \$1,322,000 | \$1,604,894 |
| OPTIONAL BID: Old CH Cars #6 & #7 Replace entrance frame assemblies on top floor | \$20,000 | \$100,000 |
| Lead Time | 45 Weeks | 296.25 days |
| WARRANTY DETAILS | Kone will provide 12 months warranty maintenance after the last of five cars is completed, includes interim maintenance. | Schumacher Standard Warranty |

Winnebago County Purchasing Department
 404 Elm St, Rm 202, Rockford, IL 61101 | www.wincoil.gov
 Phone: (815) 319-4380 | Email: purchasing@purchasing.wincoil.gov

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

Sponsored by: Keith McDonald, Chairman
Submitted by: Operations & Administrative Committee

2023 CR

**RESOLUTION ESTABLISHING THE DATE, TIME AND LOCATION OF EACH MEETING OF
THE WINNEBAGO COUNTY BOARD**

WHEREAS, under provisions of 5ILCS 120/2.02, the County Board of the County of Winnebago, Illinois is required to provide public notice of the date, time, and location of its regularly scheduled meetings; and,

WHEREAS, the County Board of the County of Winnebago is required to hold regular meetings during the months of June and September and may hold additional regular meetings at such times as may be determined.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois that the Board shall conduct its regular meetings on the 2nd and 4th Thursdays of each month of Fiscal Year 2024 at 6:00 pm., except as indicated hereunder (*):

October 12, 2023

October 26, 2023

November 9, 2023

November 30, 2023 (5th Thursday) *

December 14, 2023

December 28, 2023

January 11, 2024

January 25, 2024

February 8, 2024

February 22, 2024

March 14, 2024

March 28, 2024

April 11, 2024

April 25, 2024

May 9, 2024

May 23, 2024

June 13, 2024

June 27, 2024

July 11, 2024

July 25, 2024

August 8, 2024

August 22, 2024

September 5, 2024 (1st Thursday) *

September 26, 2024

Respectfully Submitted,
OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE

DISAGREE

KEITH McDONALD, CHAIR

KEITH McDONALD, CHAIR

VALERIE HANSERD, VICE CHAIR

VALERIE HANSERD, VICE CHAIR

PAUL ARENA

PAUL ARENA

JOHN BUTITTA

JOHN BUTITTA

JOE HOFFMAN

JOE HOFFMAN

JAIME SALGADO

JAIME SALGADO

MICHAEL THOMPSON

MICHAEL THOMPSON

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

Winnebago, Illinois this ____ day of _____ 2023.

ATTESTED BY:

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

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



Resolution Executive Summary

For ARPA or CIP Projects

Prepared By: Purchasing Department for Facilities Department
Committee Name: Operations and Administrative Committee
Committee Date: August 31, 2023
Board Date: September 7, 2023
Resolution Title: Resolution Awarding JDC Parking Lot Replacement Using CIP 2021 Funds

Budget Information

| | |
|-----------------------------------------------------------------|-------------------------------------------------|
| Budgeted? YES | Amount Budgeted? \$200,000 |
| If not, originally budgeted, explain the funding source? | N/A |
| If ARPA or CIP funded, original Board approved amount? | \$200,000 |
| Over or Under approved amount? | UNDER By: \$113,200 |
| Reason for ARPA or CIP increase? | N/A |
| If ARPA funded, was it approved by Baker Tilly? | N/A |
| ORG/OBJ/Project Codes: 82200-46310-C2113 | Descriptor: CIP 2021 – Land Improvements |
| Budget Impact? | \$ 86,800 |

Background Information: The parking lot at the Winnebago County Juvenile Detention Center is in need of a complete replacement. The Purchasing Department went out for Bid for full depth asphalt removal and replacement, striping, concrete removal, concrete curb, gutter, and sidewalk installation. The project also includes replacing the service drive used for deliveries of food and other necessary supplies. Handicap stalls will be adjusted and striped to meet current ADA Standards. This project will also address the northeast corner of the parking lot that is sinking, leaving a manhole exposed and above the parking lot grade, presenting a hazard to vehicles and people.

The Purchasing Department sent the Invitation for Bid to 16 people, representing 16 companies, including Project FirstRate, posted the IFB in the Rockford Register Star and on the County website. The invitation resulted in five (5) companies represented at the Mandatory Pre-Bid Meeting and a total of three (3) Bids with the lowest Bid presented at \$86,800 by Norwest Construction, Inc., see Resolution Exhibit A.

Recommended By: Shawn Franks, Director of Facilities

Follow-Up Steps: The Purchasing Department will issue a County Purchase order to Norwest Construction, Inc.

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

Sponsored by: Keith McDonald

Submitted by: Operations and Administrative Committee

2023 CR

**RESOLUTION AWARDING JDC PARKING LOT REPLACEMENT
USING CIP 2021 FUNDS**

WHEREAS, the Code of Ordinances for the County of Winnebago, Illinois, provides as in Section 2-357 (b) (1), Conditions for use. All procurements whose value equals or exceeds the competitive bidding threshold of \$25,000.00 shall be awarded by competitive sealed bidding in accordance with this section except as otherwise provided in 2-357(c) (Request for Proposals), 2-357(d) (Professional Services), 2-357(e) (Sole-Source), 2-357(f) (Emergency Procurements), 2-357 (g) (Cooperative Joint Purchasing) or as provided by State statute; and,

WHEREAS, Winnebago County Juvenile Detention Center needs to replace the facilities parking lot, sidewalk and service drive; and,

WHEREAS, the Purchasing Department received Bids from local vendors; and,

WHEREAS, the Operations and Administrative Committee of the County Board for the County of Winnebago, Illinois has reviewed the Bid Tab for the aforementioned project and recommends awarding this project to:

NORWEST CONSTRUCTION, INC.
82 PRAIRIE HILL ROAD
SOUTH BELOIT, ILLINOIS 61080

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois, that the Director of Purchasing is authorized to issue a Purchase Order, on behalf of the County of Winnebago, to Norwest Construction, Inc., 82 Prairie Hill Road, South Beloit, Illinois 61080.

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 Director of Purchasing, Finance Director, Director of Facilities, County Board Office and County Auditor.

Respectfully Submitted,
OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE

DISAGREE

KEITH McDONALD, CHAIR

KEITH McDONALD, CHAIR

VALERIE HANSERD, VICE CHAIR

VALERIE HANSERD, VICE CHAIR

PAUL ARENA

PAUL ARENA

JOHN BUTITTA

JOHN BUTITTA

JOE HOFFMAN

JOE HOFFMAN

JAIME SALGADO

JAIME SALGADO

MICHAEL THOMPSON

MICHAEL THOMPSON

The above and foregoing Resolution was adopted by the County Board of the County of
Winnebago, Illinois this ____ day of _____ 2023.

ATTESTED BY:

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

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

BID TAB

JUVENILE DETENTION CENTER PARKING LOT REPLACEMENT - 23B-2289

BID OPENING AUGUST 7, 2023 - 3:00 P.M.

| VENDOR NAME | Rock Road Companies, Inc. | Norwest Construction, Inc. | Stenstrom |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|-----------------------------------|----------------------------|
| TOTAL PRICE FOR COMPLETE PROJECT <u>2276 Sq. Yd. Total</u> Includes 2036 Blacktop Sq. Yd., 50 Sq. Yd. Curb and 190 Sq. Yd. Sidewalk | \$87,451.32 - \$38.42 Sq. Yd. | \$86,800 - \$38.14 Sq. Yd. | \$89,327 - \$39.25 Sq. Yd. |
| NUMBER OF DAYS TO COMPLETE WORK | 10 Working Days | 60 Working Days | 20 Working Days |



Resolution Executive Summary

For ARPA or CIP Projects

Prepared By: Purchasing Department for Facilities Department
Committee Name: Operations and Administrative Committee
Committee Date: August 31, 2023
Board Date: September 7, 2023
Resolution Title: Resolution Awarding Energy Wheels Replacement with ARP Funds

Budget Information

| | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| Budgeted? YES | Amount Budgeted? \$100,000 |
| If not, originally budgeted, explain the funding source? | N/A |
| If ARPA or CIP funded, original Board approved amount? | \$100,000 |
| Over or Under approved amount? Over | By: \$72,876 |
| Reason for ARPA or CIP increase? Original request/plan was to replace one Energy Recovery Wheel per year over four years at approximately \$45,000 each, however, snow intrusion has rendered two (2) inoperable and two (2) nearly inoperable. Additionally it is more cost effective to replace all four at one time, as well as, lessen the burden on the Jail by reducing the security burden to one construction project. | |
| If ARPA funded, was it approved by Baker Tilly? YES | |
| ORG/OBJ/Project Codes: 61300-46320-RP0097 Descriptor: ARP – Building Improvement | |
| Budget Impact? \$ 172,876 | |

Background Information: Energy Recovery Wheels pre-heat or pre-cool the incoming ventilation air, depending on the season, which improves indoor air quality, controls humidity, and reduces HVAC load, resulting in reduced energy consumption. The eight (8) existing ERW, two (2) per floor, were installed during construction at the Criminal Justice Center in 2007, and had an estimated lifespan of 15-20 years, however, due to snow intrusion, two (2) wheels on the 4th Floor are not operational at all, and two on the 3rd floor are barely operational. The snow intrusion issue has been rectified and should not happen again.

The Purchasing Department went out for Bid #23B-2300 Energy Recovery Wheels Replacement and received two (2) bids from five (5) companies represented at the Mandatory Pre-Bid Meeting, with the lowest bid at \$172,876 from Miller Engineering Company. The Invitation for Bid was posted in the Register Star, on the County website, and emailed to 44 people, representing 35 suppliers, Project First Rate, Local 23 Plumbers and Pipefitters, and the Northern Illinois Building Contractors Association.

Recommended By: Shawn Franks, Facilities Director

Follow-Up Steps: The Purchasing Department will issue a County Purchase Order to Miller Engineering, in the amount of \$172,876.

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

Sponsored by: Keith McDonald

Submitted by: Operations and Administrative Committee

2023 CR

**RESOLUTION AWARDING ENERGY RECOVERY WHEELS REPLACEMENT
WITH ARP FUNDS**

WHEREAS, the Code of Ordinances for the County of Winnebago, Illinois, provides as in Section 2-357 (b) (1), Conditions for use. All procurements whose value equals or exceeds the competitive bidding threshold of \$25,000.00 shall be awarded by competitive sealed bidding in accordance with this section except as otherwise provided in 2-357(c) (Request for Proposals), 2-357(d) (Professional Services), 2-357(e) (Sole-Source), 2-357(f) (Emergency Procurements), 2-357 (g) (Cooperative Joint Purchasing) or as provided by State statute; and,

WHEREAS, it is time to replace the Energy Recovery Wheels at the Winnebago County Criminal Justice Center; and,

WHEREAS, the Purchasing Department received Bids from local HVAC contractors, the lowest Bid received at \$172,876, from Miller Engineering Company; and,

WHEREAS, the Operations and Administrative Committee of the County Board for the County of Winnebago, Illinois has reviewed the Bid Tab (see Resolution Exhibit A) and recommends awarding this purchase to:

**MILLER ENGINEERING COMPANY
1616 SOUTH MAIN STREET
ROCKFORD, ILLINOIS 61102**

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois, that the County Administrator is authorized to issue a Purchase Order, on behalf of the County of Winnebago, to Miller Engineering Company, 1616 South Main Street, Rockford, Illinois 61102.

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 Purchasing Department, Finance Director, Facilities Director, County Board Office and County Auditor.

Respectfully Submitted,
OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE

DISAGREE

KEITH McDONALD, CHAIR

KEITH McDONALD, CHAIR

VALERIE HANSERD, VICE CHAIR

VALERIE HANSERD, VICE CHAIR

PAUL ARENA

PAUL ARENA

JOHN BUTITTA

JOHN BUTITTA

JOE HOFFMAN

JOE HOFFMAN

JAIME SALGADO

JAIME SALGADO

MICHAEL THOMPSON

MICHAEL THOMPSON

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

Winnebago, Illinois this ____ day of _____ 2023.

ATTESTED BY:

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

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

BID TAB

23B-2300 ENERGY RECOVERY WHEELS REPLACEMENT AT CJC

BID OPENING AUGUST 18, 2023 - 10:00 A.M.

| Vendor Name | | |
|--------------------------------------------------------|-------------------------------------------------------------|-------------------------------------------------------------|
| VENDOR NAME | MILLER ENGINEERING COMPANY | CERONI PIPING COMPANY |
| TOTAL PRICE FOR FOUR (4) ENERGY RECOVERY WHEELS | \$172,876.00 | \$176,800.00 |
| LEAD TIME FOR PARTS/MATERIALS | 5-6 WEEKS | 15 DAYS |
| NUMBER OF DAYS TO COMPLETE WORK | 15 DAYS | 15 DAYS |
| WARRANTY DETAILS | 3 Year Service Contract Add \$7,700 to Base Bid | 3 Year Service Contract Add \$7,000 to Base Bid |
| | 5 Year Service Contract Add \$11,550 to Base Bid | 5 Year Service Contract Add \$10,500 to Base Bid |

Winnebago County Purchasing Department
404 Elm St, Rm 202, Rockford, IL 61101 | www.wincoil.gov
Phone: (815) 319- 4380 | Email: purchasing@purchasing.wincoil.gov



Resolution Executive Summary

Committee Date: Thursday, August 31, 2023

Committee: Operations & Administrative

Prepared By: Chris Dornbush & Carlos Molina

Document Title: Resolution Awarding Multi-Year Agreement for Permitting And Code Enforcement Software To Brightly Software, Inc.

Board Meeting Date: Thursday, September 7, 2023

Budget Information:

| | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| Budgeted? YES, for FY-2024 | Amount Budgeted? \$71,000 |
| If not, originally budgeted, explain the funding source? N/A | |
| If ARPA or CIP funded, original Board approved amount? \$80,000 CIP (Implementation Cost) for Regional Planning & Economic Development Department (RPED) for FY-2024 | |
| Over or Under approved amount? UNDER (RPED FY-2024, not approved yet, included in budget) By: \$ | |
| If ARPA funded, was it approved by Baker Tilly? N/A | |
| ORG/OBJ/Project Codes: 82200 / 43910 Descriptor: CIP GF 24 – Other Professional Services Budget Impact? \$0 | |

Background Information:

Software for Permitting & Code Enforcement

Regional Planning & Economic Development Department (RPED) has been using Property Index Neighborhood Safety (PINS) Software for building & zoning permits since 2015 from Municipal Systems Inc. (MSI). MSI, also produced Administrative Building Codes (ABC) Software for code enforcement that the County has been using since 2015, which is used by Animal Services, Health Department, Zoning Division, Building Division, and Highway Department. However, in 2019 MSI sold to DACRA and are now no longer looking to support either software (PINS uses Microsoft Silverlight) past December 31, 2023. The County Highway Department will also be utilizing the permitting software for access permits, utility permits and any other work in the right-of-way that requires a permit. This will improve collaboration/communication for developments.

> Received 5 quotes from different permitting software companies.

Brightly, SmartGov (permitting and code enforcement) can support these areas that are needed to maintain operations for Building and Zoning as well as Administrative Code Hearing.

Regional Planning & Economic Development Department

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

Phone: (815) 319- 4350 | E-mail: permits@rpед.wincoil.gov



Resolution Executive Summary

Committee Date: Thursday, August 31, 2023

Committee: Operations & Administrative

Prepared By: Chris Dornbush & Carlos Molina

Additionally, another advantage is that the County Highway Department permits a large number of oversize/overweight trucks in Winnebago County (CAPS), which will now be switching over from a customized program that County Department of Information Technology maintains to SmartGov. While the current program works, it is time consuming to adapt and operates off of Microsoft Access, which is not as commonly used as it once was. Efficiencies are expected by better communication through the software among departments along with all its capabilities it offers. The below table illustrates the proposed budget amount for fiscal year 2024 to cover the costs and what the actuals came in at. After the first year the subscription cost will increase by 3% each year for the next 4 years thereafter. The agreement is proposed for the 5 years which lowers the annual percentage increase. After the first year, use will be assessed to determine what is an appropriate cost sharing formula moving forward.

| Regional Planning & Economic Development Department (RPED) | | | |
|------------------------------------------------------------|----------------------|--------------------|-------------|
| FY-2024 | | | |
| ITEM | COST | | FUND |
| Subscription (annually) | \$71,000 | <i>BUDGETED</i> | RPED Budget |
| | <i>(\$34,337.82)</i> | <i>Actual Cost</i> | |
| <u>\$36,662.18</u> | | | |

| | | | |
|-------------------------------------|----------------------|--------------------|-----|
| Implementation (1 time start-up) | \$80,000 | <i>BUDGETED</i> | CIP |
| | <i>(\$60,811.02)</i> | <i>Actual Cost</i> | |
| <u>\$19,188.98</u> | | | |

See attached Quote Tab (Exhibit A) for further details and breakdown of pricing.

Recommendation: Regional Planning & Economic Development, Chris Dornbush; Highway Department, Carlos Molina supports the recommendation as proposed with the terms stated by the State’s Attorney Office. Administration, Finance, Information Technology, and Purchasing have all been included with this process.

Follow-Up Steps: Route agreement for signatures.

Contract/Agreement:

Yes, 5 years.

Legal Review:

Yes

Follow-Up:

Staff can provide updates to the Committee or entire Board as requested.

Regional Planning & Economic Development Department

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

Phone: (815) 319- 4350 | E-mail: permits@rpед.wincoil.gov

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

SUBMITTED BY: OPERATIONS AND ADMINISTRATIVE COMMITTEE

2023 CR _____

**RESOLUTION AWARDING A MULTI-YEAR AGREEMENT FOR PERMITTING AND CODE
ENFORCEMENT SOFTWARE TO BRIGHTLY SOFTWARE, INC.**

WHEREAS, Brightly Software, Inc. (hereinafter referred to as “Brightly”) is a software company that has existed since 1999 and offers software solutions to numerous industries; education, government, healthcare, manufacturing, senior living, and clubs & associations; and,

WHEREAS, Brightly has a product, “SmartGov” that is, “mobile-friendly, cloud-based software, helps you drive revenue growth and easily manage permitting, licensing, code enforcement”; and,

WHEREAS, Winnebago County is in need of a replacement for permitting and code enforcement software due to the current software not being supported after December 31, 2023; and

WHEREAS, the functionality of the “SmartGov” software product should improve efficiency of permitting, tractability, record keeping, communication among departments as well as the public; and,

WHEREAS, Section 2-357(g) of the Winnebago County Code of Ordinances (“County Code”) allows the County of Winnebago, Illinois (“the County”) to purchase goods and services without undergoing a competitive bid process if the County is using pricing obtained from another public agency through a competitive process: and

WHEREAS, the Sourcewell Cooperative Pricing System, Contract #090320 SDI, provides a 21% discount from list price on software from Brightly Software, Inc. (formerly known as Dude Solutions); and

WHEREAS, Winnebago County also received 5 quotes for permitting software; and

WHEREAS, the Operations and Administrative Committee of the County Board for the County of Winnebago, Illinois has reviewed the Quote Tab (attached to Resolution, **Exhibit A**) for the aforementioned purchase and recommends awarding to:

**Brightly Software, Inc.
11000 Regency Parkway, Suite 300
Cary, NC 27518**

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois, that Joseph Chiarelli, the Winnebago County Board Chairman, is authorized and directed to, on behalf of the County of Winnebago, to enter into a Statement of Work (“SOW”), Master Subscription Agreement and Professional Services Addendum with Brightly Software, Inc., attached hereto as **Exhibit B**.

BE IT FURTHER RESOLVED, that the attached SOW, Master Subscription Agreement and Professional Services Addendum, by and between the County of Winnebago, Illinois and Brightly Software, Inc. (hereinafter referred to as **Exhibit B**) shall be in substantially the same form as attached.

BE IT FURTHER RESOLVED, that the Chairman of the Winnebago County Board, of the County of Winnebago, Illinois is authorized to execute future renewals of the SOW, Master Subscription Agreement and Professional Services Addendum with Brightly Software, Inc., as long as the County of Winnebago, Illinois, continues utilizing said software and adequate budget is incorporated in respective fiscal year budget requests.

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 Director of Regional Planning & Economic Development, County Highway Engineer, Director of Purchasing, Director of Finance, County Administrator and County Auditor.

Respectfully Submitted,
OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE

DISAGREE

KEITH McDONALD, CHAIR

KEITH McDONALD, CHAIR

VALERIE HANSERD, VICE CHAIR

VALERIE HANSERD, VICE CHAIR

PAUL ARENA

PAUL ARENA

JOHN BUTITTA

JOHN BUTITTA

JOE HOFFMAN

JOE HOFFMAN

JAIME SALGADO

JAIME SALGADO

MICHAEL THOMPSON

MICHAEL THOMPSON

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this ____ day of _____ 2023.

ATTESTED BY:

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

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

Quote Tab for:
Software Services
 Permitting
 Code Enforcement

EXHIBIT A

| Permitting & Code Hearing Software | | | | | | | |
|------------------------------------|--------------------------|--------------------------|----------------------------------------|-----------------|------------|------------|----------------------|
| # of Vendors | Company | Annual Subscription Cost | Implementation (1 time start-up costs) | | | | TOTAL Estimated Cost |
| | | | Flat | Min-Max Average | Min. | Max | |
| 1 | Tyler - Munis | \$ 84,153 | \$ 262,000 | | | | \$ 346,153 |
| 2 | Brightly (SmartGov) | \$ 34,337.82 | \$ 60,811.02 | | | | \$ 95,148.84 |
| 3 | Accela (Axim Geospatial) | \$ 70,000 | | \$ 200,000 | \$ 175,000 | \$ 225,000 | \$ 270,000 |
| 4 | OpenGov | \$ 76,544 | \$ 78,045 | | | | \$ 154,589 |
| 5 | CityWorks | \$ 45,000 | | \$ 240,000 | \$ 75,000 | \$ 405,000 | \$ 285,000 |

| Cost Over 5 Year Span (Estimated by information provided) | | | | | | | | | |
|-----------------------------------------------------------|---------------------------|--------------|--------------|--------------|--------------|--------------|----------------------------------|---------------------------------------|-------------------------------------------|
| Company | Increase (year over year) | FY-2024 | FY-2025 | FY-2026 | FY-2027 | FY-2028 | 5 Year Annual Subscription Total | Implementation (1 time start-up cost) | TOTAL Estimated COST (5 Years & start-up) |
| | | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | | | |
| Tyler - Munis | 4% | \$ 84,153.00 | \$ 84,153.00 | \$ 84,153.00 | \$ 84,153.00 | \$ 84,153.00 | \$ 420,765.00 | \$ 262,000.00 | \$ 682,765.00 |
| Brightly (SmartGov) | 3% | \$ 34,337.82 | \$ 35,367.96 | \$ 36,429.00 | \$ 37,521.87 | \$ 38,648.52 | \$ 182,305.17 | \$ 60,811.02 | \$ 243,116.19 |
| Accela (Axim Geospatial) | 4% | \$ 70,000.00 | \$ 70,000.00 | \$ 70,000.00 | \$ 70,000.00 | \$ 70,000.00 | \$ 350,000.00 | \$ 200,000.00 | \$ 550,000.00 |
| OpenGov | 5% | \$ 76,544.00 | \$ 76,544.00 | \$ 76,544.00 | \$ 76,544.00 | \$ 76,544.00 | \$ 382,720.00 | \$ 78,045.00 | \$ 460,765.00 |
| CityWorks | 4% | \$ 45,000.00 | \$ 45,000.00 | \$ 45,000.00 | \$ 45,000.00 | \$ 45,000.00 | \$ 225,000.00 | \$ 240,000.00 | \$ 465,000.00 |

estimated % increase

Not inclusive of 1-time implementation cost



PREPARED FOR

Winnebago County ("Subscriber")

Ashley Spohr
Office Manager
404 Elm Street
Winnebago, IL 61101

PREPARED BY

Brightly Software Inc ("Company")
11000 Regency Parkway, Suite 300
Cary, NC 27518

Dude Solutions is now Brightly. Same world-class software, new look and feel.

Meet Brightly at brightlysoftware.com

PUBLISHED ON

August 21, 2023



Q-367205

This SOW has been defined to leverage Brightly's experience, while optimizing the use of resources, thereby maximizing cost efficiencies on behalf of Client.

Based on our current understanding of the complexity and scope of this effort and the expected involvement of the Brightly team resources, the current estimated Fixed Price for this engagement is shown in the Investment table. This estimated cost breakdown is as follows:

Term: 60 months (10/01/2023 - 09/30/2028)

| Cloud Services | | | | |
|-------------------------------|-------------------|-----------------|-------------------------|--------------------------------|
| Item | Start Date | End Date | Pricing Based On | Investment |
| SmartGov - Enterprise | 10/1/2023 | 9/30/2024 | 295,266.00 Population | 40,877.76 USD |
| - SmartGov Permitting | 10/1/2023 | 9/30/2024 | | Included |
| - SmartGov Code Enforcement | 10/1/2023 | 9/30/2024 | | Included |
| - SmartGov Business License | 10/1/2023 | 9/30/2024 | | Included |
| SmartGov Connector Merchant | 10/1/2023 | 9/30/2024 | | 1,022.26 USD |
| SmartGov Connector Financial | 10/1/2023 | 9/30/2024 | | 1,022.26 USD |
| Multi Product Bundle Discount | | | | -8,584.46 USD |
| | | | | Subtotal: 34,337.82 USD |



Professional Services

| Item | Pricing Based On | Investment |
|------------------------------------------------|-----------------------|--------------------------------|
| General Config | 295,266.00 Population | 2,493.75 USD |
| Fees Configuration (Pages) | 1.00 | 504.45 USD |
| Workflow template customization | 295,266.00 Population | 20,767.95 USD |
| Existing Merchant Connector Configuration | 295,266.00 Population | 1,496.25 USD |
| Map Connector Configuration | 295,266.00 Population | 1,247.35 USD |
| Parcel Connector Configuration | 295,266.00 Population | 3,116.95 USD |
| Portal Configuration | 295,266.00 Population | 1,247.35 USD |
| Custom Reports | 5.00 Report(s) | 2,375.00 USD |
| SmartGov Custom Implementation | One-Time | 0.00 USD |
| Project Management | One-Time | 7,213.92 USD |
| SmartGov Training - Premium | One-Time | 5,504.30 USD |
| Financial Export Connector Configuration | 295,266.00 Population | 2,493.75 USD |
| Standardized Data Migration - Code Enforcement | 295,266.00 Population | 3,116.95 USD |
| | | Subtotal: 60,811.02 USD |



| Professional Services | | |
|---------------------------------------|-------------------------|--------------------------------|
| Item | Pricing Based On | Investment |
| Standardized Data Migration - Permits | 295,266.00 Population | 4,987.50 USD |
| Base Standardized Migration Cost | 295,266.00 Population | 1,870.55 USD |
| Data Migration | One-Time | 2,375.00 USD |
| | | Subtotal: 60,811.02 USD |
| Total Initial Investment | | 95,148.84 USD |

Sourcewell/NJPA purchasing contract

- <https://www.sourcewell-mn.gov/cooperative-purchasing/090320-sdi#tab-contract-documents> (<https://www.sourcewell-mn.gov/cooperative-purchasing/090320-sdi#tab-contract-documents>).
- Contract #090320-SDI
- Expiration date: 11/2/2024
- Unless otherwise indicated, product bundle promotional pricing is extended for the month in which the quote is created.

The above level of effort and associated pricing is based on the SMARTGOV package selected by Winnebago County and is subject to change based on defined client requirements that may be discovered during project delivery. Any identified project scope or requirements changes will be addressed via the Company's Change Control Authorization ("CCA") process.



| Subscription | | | | |
|-------------------------------|-------------------------------------------------|-------------------------------------------------|-------------------------------------------------|-------------------------------------------------|
| Item | Investment Year 2 Start Date: 10/01/2024 | Investment Year 3 Start Date: 10/01/2025 | Investment Year 4 Start Date: 10/01/2026 | Investment Year 5 Start Date: 10/01/2027 |
| SmartGov - Enterprise | 42,104.09 USD | 43,367.22 USD | 44,668.23 USD | 46,008.28 USD |
| - SmartGov Permitting | Included | Included | Included | Included |
| - SmartGov Code Enforcement | Included | Included | Included | Included |
| - SmartGov Business License | Included | Included | Included | Included |
| SmartGov Connector Merchant | 1,052.93 USD | 1,084.52 USD | 1,117.05 USD | 1,150.56 USD |
| SmartGov Connector Financial | 1,052.93 USD | 1,084.52 USD | 1,117.05 USD | 1,150.56 USD |
| Multi-Product Bundle Discount | -8,841.99 USD | -9,107.25 USD | -9,380.47 USD | -9,661.88 USD |
| Total | 35,367.96 USD | 36,429.00 USD | 37,521.87 USD | 38,647.52 USD |



Introduction

Brightly Software, Inc. ("Company") is pleased to submit this Statement of Work ("SOW") to Winnebago County for SmartGov Professional Services. SmartGov streamlines permitting, planning/zoning, inspections, code enforcement, and business licensing, providing efficiency for your jurisdiction and enhanced customer service for your citizens. The package Winnebago County has chosen for implementation of SmartGov will be implemented using proven processes and methodologies managed by an experienced project manager dedicated to delivering a successful project.

Company looks forward to the opportunity to deliver these services and the ever-lasting development of a strong business partnership.

Custom Implementation and Features

The Custom Implementation leverages best practices but includes wide flexibility in Company assisted customization. It is based on our pre-configured settings to streamline your setup but allows full access to modify your final configuration.

With Custom, you get access to the Full Software and your features include:

| Feature | Custom |
|--------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| All Modules (Permitting, Licensing, Code Enforcement, Recurring Inspections) | Included |
| Public Portal | Included |
| Custom Fee Codes (across all modules) | Included |
| Custom Fields (across all modules) | Unlimited |
| Departments associated with Templates and Inspection Types (e.g., Building Safety and Construction, Planning and Zoning, etc.) | Unlimited |
| 156 Standard Reports and Output Documents | Included |
| Custom Reports and Output Documents | Unlimited (Additional Fee Required) |
| Pre-configured Inspection Types (109 across all modules) | Included |
| Pre-configured Submittal Types (140 across all modules) | Included |
| Pre-configured Workflow Steps (152 across all modules) | Included |
| Additional Inspection Types | Unlimited (Additional Fee Required) |



| Feature | Custom |
|-------------------------------------------------------------------------|-----------------------------------------------|
| Additional Submittal Types | Unlimited (Additional Fee Required) |
| Additional Workflow Steps | Unlimited (Additional Fee Required) |
| Mobile App (Android and iOS) | Included |
| Pre-configured Templates and Workflow (77 templates across all modules) | Included |
| Additional Templates and Workflow | Unlimited Unlimited (Additional Fee Required) |
| Case number formatting | Customized |
| Users | Unlimited |

With Custom you will get access to the following Services:

| Service | Custom |
|------------------------------------------------------------|-------------------------------|
| Project Management | Per Agreement |
| Public Portal Configuration | Self-service or Per Agreement |
| Custom Code References | Included |
| Custom Condition Setup | Unlimited |
| Custom Field Configuration | Unlimited |
| Department Customization | Included |
| Fee/ Financial Setup | Per Agreement |
| Jurisdiction Specific Settings (Time zone, Holidays, etc.) | Included |
| Inspection Types Additions | Per Agreement |
| Template and Workflow Customization | Per Agreement |
| Template and Workflow Additions | Per Agreement |
| User Setup and Security | Included |



Please talk with your account representative to determine timing for your Custom Implementation.

Planning, Initial Set Up & System Level Configuration

As part of the General Configuration Brightly will:

- Create your database with our defaults
- Load your users with Company standard permissions (provided in Company input sheet)
- Load your Code References/Violation types (provided in Company input sheet)
- Load up to 20 additional custom attributes/details (not associated with fees)
- Load your logo
- Provide access to 156 reports/output documents (see list)
- Provide ongoing access to our Virtual Classroom Training classes

Workflow Template Customization

Company will add up to x10 custom process templates across all modules (Permits/Licensing/Code Enforcement/Recurring Inspections) until your product readiness date or 12 months after purchase whichever comes first.

Financial Setup and Fees Pages

Based on your fee schedule Company will:

- Setup your fee code calculations
- Load your FMS/GL Codes (provided in Company input sheet)
- Load your Valuation table (provided in Company input sheet or ICC table)
- Setup your fixture costs (if needed)
- Load your custom attributes / details as required for your fee calculations

Public Portal Configuration Setup

The Company will customize your Portal by:

- Linking your logo
- Exposing all permits/business licenses that you want your citizens to have access to
- Will advise on best practices and load your custom verbiage into the available fields
- Provide the access URL to add link to any needed jurisdiction web pages



Parcel Connector Setup

Company will configure EITHER a Delimited Parcel Job OR ARCGIS Parcel Job on behalf of the customer

- Delimited File – A delimited file may be uploaded to the job at runtime or may be made available to the job via FTP using anonymous access or a username and password. The delimited file option supports a single address for each individual parcel.
- Parcel Layer – A parcel layer must be accessible by URL through an ESRI REST service. A secondary address-only layer may also be provided for parcels that have more than one address. The layer(s) must be publicly accessible and may be secured with a username and password.

The configured parcel job will be available for the customer to run on-demand. If using the ARCGIS option or a delimited file that is accessible via FTP, the job may also be scheduled to run on a consistent basis (e.g., daily, weekly, monthly, etc.).

Map (GIS) Connector Setup

The Company will connect to your supported ESRI Map Service secured by a publicly trusted certificate issued by a Certificate Authority.

The clients Map Service must be publicly accessible and require no user authentication of any kind. The Map Service must include a parcel layer with a designated field having parcel numbers that exactly match those provided in the Parcel Connector source data (this layer may be the same as that provided for the Parcel Connector if no authentication is required for access). Support for Feature, Tiled, and Web Map Services is not included.

Custom base maps are not supported. Base maps from the ESRI base map library will be available for use.

Financial Connector Setup

The Company will customize the configuration of the export to match your financial system input needs. These customizations could include:

- Additional data fields
- Altered order of column information
- Alternate delimiter or fixed width formatting

Merchant Service Connector Setup

The Company will setup our connector to your merchant vendor (from our authorized list of vendors).



The client will need to provide the relevant linking information for the Company to complete the setup. These will often include connection URLs, Login IDs, and Transaction Keys.

The Company cannot get this information on the client's behalf due to security and privacy concerns.

Base Standardized Migration

The Company will import data from a provided client database:

1. The client will provide an initial data set
2. A mapping workbook will then be provided by Company where the client is responsible for mapping their data fields to the preconfigured database types

The client will have 2 weeks (10 business days) to validate the initial data load and provide feedback. There is a maximum of 2 rounds of feedback within that 10-day period.

Once the client has validated the data no more system changes will be permitted before product readiness date.

The client is required to provide a final data set 3 business days before the designated product readiness date.

The final data load will happen the day before the product readiness date.

Standardized Data Migration - Permits

The client must have purchased the Base Data Migration to include this add-on.

The Company will import data from a provided client database:

1. The client will provide an initial data set
2. A mapping workbook will then be provided by Company where the client is responsible for mapping their data fields to the preconfigured database types

Standardized Data Migration - Code Enforcement

The client must have purchased the Base data migration to include this add-on.

The Company will import data from a provided client database:

1. The client will provide an initial data set
2. A mapping workbook will then be provided by Company where the client is responsible for mapping their data fields to the preconfigured database types



Data Migration

THIS NEEDS TO BE SCOPED AND PRICED BY THE DATA TEAM.

Custom Reports

The Company will build a report that has been designed and scoped by the client and provided as a PDF or Word that represents a version of the final output of the report.

We will do a maximum of 2 revisions. Any additional revisions will require the purchase of an additional custom report.

Change Control Authorization Process

Any changes to the defined scope will require a signed Change Order by the client. This Change Order will outline the additional work required and costs associated with the change. It will also include estimated changes to your launch schedule that must also be approved.



Appendix

Parcel Configuration Setup

Parcel source data (delimited file or parcel layer) must include the following fields, at a minimum:

- Parcel Number
- Primary Situs Address
- Primary Situs City
- Primary Situs State
- Primary Situs Zip Code
- Owner Name
- Owner Street Address
- Owner City populated for USA addresses only
- Owner State populated for USA addresses only
- Owner Zip Code populated for USA addresses only
- International Indicator with a value of "Y" for any owner address outside of the USA
- International line including the full regional equivalent of the city, state and zip code for any owner address outside of the USA

Inclusion of the following additional fields is recommended:

- Parcel center point latitude in decimal degrees
- Parcel center point longitude in decimal degrees

If using a secondary address layer with the ARCGIS Parcel job, the address layer must contain the following fields:

- Parcel Number
- Secondary Situs Address
- Secondary Situs City
- Secondary Situs Zip Code

Inclusion of the following additional fields is recommended for the secondary address layer:

- Address point latitude in decimal degrees
- Address point longitude in decimal degrees

Map (GIS) Connector Setup

The following base maps are currently included (subject to change):

- Imagery
- Imagery Hybrid
- Streets
- Topographic
- Navigation
- Streets (Night)
- Terrain with Labels
- Light Gray Canvas



- Dark Gray Canvas
- Oceans
- National Geographic Style Map
- Open Street Map
- Charted Territory Map
- Community Map
- Navigation (Dark Mode)
- Newspaper Map
- Human Geography Map
- Human Geography Dark Map
- Modern Antique Map
- Mid-Century Map
- Nova Map
- Colored Pencil Map
- Firefly Imagery Hybrid
- USA Topo Maps

Financial Connector Setup

By default, financial extract jobs are pre-configured and the included configuration of the Receipt Extract job will produce a comma-delimited file with the following data points:

- Receipt Number
- Receipt Date
- FMS/GL Code
- Fund
- GL Account
- Fee Amount Paid
- Fee Code Name
- Permit/License/Case Number
- Payer Name

The included configuration of the Receipt Extract – FMS/GL Summary job will produce a comma-delimited file with the following data points:

- FMS/GL Code
- Fund
- GL Account
- Fee Amount Paid

The file output of the financial extract may be written to the customer's FTP site, if desired, to facilitate automated external processing of the file. The customer may request the use of an alternate delimiter if a comma is not acceptable.

The financial extract job may be run on demand or scheduled to run on a consistent basis (e.g., daily, weekly, monthly, etc.). Companion reports designed for reconciliation and extract verification are also available.



Order Form terms

- By accepting this Order Form, and notwithstanding anything to the contrary in any other purchasing agreement, Subscriber agrees to pay all relevant Fees for the full Services Term defined above.
- Payment terms: Net 30
- The "Effective Date" of the Agreement between Subscriber and Company is the date Subscriber accepts this Order Form.
- This Order Form and its Services are governed by the terms of the Brightly Software, Inc. Master Subscription Agreement found at <http://brightlysoftware.com/terms> (<http://brightlysoftware.com/terms>) ("Terms"), unless Subscriber has a separate written agreement executed by Brightly Software, Inc. ("Company") for the Services, in which case the separate written agreement will govern. Acceptance is expressly limited to these Terms. Any additional or different terms proposed by Subscriber (including, without limitation, any terms contained in any Subscriber purchase order) are objected to and rejected and will be deemed a material alteration hereof.
- To the extent professional services are included in the Professional Services section of this Order Form, the Professional Services Addendum found at <http://brightlysoftware.com/terms> (<http://brightlysoftware.com/terms>) is expressly incorporated into the Terms by reference.
- During the Term, Company shall, as part of Subscriber's Subscription Fees, provide telephone and email support ("Support Services") during the hours of 8:00 AM and 6:00 PM EST, (8:00 am – 8:00 pm EST for Community Development Services) Monday through Friday ("Business Hours"), excluding Company Holidays.
- Company maintains the right to increase Subscription Fees within the Services Term by an amount not to exceed the greater of prices shown in the investment table or the applicable CPI and other applicable fees and charges every 12 months. Any additional or renewal Service Terms will be charged at the then-current rate.
- Acceptance of this Order Form on behalf of a company or legal entity represents that you have authority to bind such entity and its affiliates to the order, terms and conditions herein. If you do not have such authority, or you do not agree with the Terms set forth herein, you must not accept this Order Form and may not use the Service.
- Proposal expires in sixty (60) days.
- Subscriber shall use reasonable efforts to obtain appropriation in the full amount required under this Order Form annually. If the Subscriber fails to appropriate funds sufficient to maintain the Service(s) described in this Order Form, then the Subscriber may terminate the Service(s) at no additional cost or penalty by giving prior written notice documenting such non-appropriation. Subscriber shall use reasonable efforts to provide at least thirty (30) days prior written notice of non-appropriation. Subscriber agrees non-appropriation is not a substitute for termination for convenience, and further agrees Service(s) terminated for non-appropriation may not be replaced with functionally similar products or services prior to the expiration of the Services Term set forth in this Order Form. Subscriber will not be entitled to a refund or offset of previously paid, but unused Fees.

Additional information

- Prices shown above do not include any taxes that may apply. Any such taxes are the responsibility of Subscriber. This is not an invoice. For customers based in the United States, any applicable taxes will be determined based on the laws and regulations of the taxing authority(ies) governing the "Ship To"



location provided by Subscriber. Tax exemption certifications can be sent to [accountsreceivable@brightlysoftware.com \(mailto:accountsreceivable@brightlysoftware.com\)](mailto:accountsreceivable@brightlysoftware.com).

- Billing frequency other than annual is subject to additional processing fees.
- Please reference Q-367205 on any applicable purchase order and email to [Purchaseorders@Brightlysoftware.com \(mailto:Purchaseorders@Brightlysoftware.com\)](mailto:Purchaseorders@Brightlysoftware.com)
- Brightly Software, Inc. maintains the necessary insurance coverage for its products and professional services, including but not limited to liability and errors & omissions coverage. Proof of insurance can be provided upon request.



Q-367205

IN WITNESS WHEREOF, the parties have executed this Agreement effective as of the day and year last written below.

Brightly Software

DocuSigned by:
 By: Brian Benfer
515587D5E38B490
 [Signature]
 Name: Brian Benfer
 [printed or typed]
 Title: SVP, Sales
 Date: 21 August 2023

Winnebago County

By: _____
 [Signature]
 Name: _____
 [printed or typed]
 Title: _____
 Date: _____

DocuSigned by:
 By: Michael Knox
A9B6E81FDE10455
 [Signature]
 Name: Michael Knox
 [printed or typed]
 Title: VP of Sales
 Date: 21 August 2023



A Siemens Company

MASTER SUBSCRIPTION AGREEMENT

This Master Subscription Agreement, together with any addenda, (this "Agreement") shall govern Subscriber's (as defined below) access and use of the Cloud Services (as defined below) provided by Brightly Software ("Company"). This Agreement may be accepted by either clicking a box indicating acceptance, by reseller purchase, by executing an Order that references this Agreement or by otherwise accessing or using an Offering. Subscriber agrees to the terms of this Agreement by clicking the button or using any Offering and therefore indicates that Subscriber has read, understood, and accepted this Agreement. If Subscriber does not accept, Subscriber must not use any Offering and must return any Offering to Company or its authorized reseller or partner prior to use.

IF THE INDIVIDUAL ENTERING INTO THIS AGREEMENT IS ACCEPTING ON BEHALF OF A COMPANY OR OTHER LEGAL ENTITY, THE INDIVIDUAL REPRESENTS THAT THEY HAVE THE AUTHORITY TO BIND SUCH ENTITY AND ITS AFFILIATES TO THE TERMS AND CONDITIONS OF THIS AGREEMENT, IN WHICH CASE THE TERMS "ACCOUNT" OR "SUBSCRIBER" SHALL REFER TO SUCH ENTITY AND ITS AFFILIATES. IF THE INDIVIDUAL ACCEPTING THIS AGREEMENT DOES NOT HAVE SUCH AUTHORITY OR DOES NOT AGREE WITH THE TERMS AND CONDITIONS SET FORTH HEREIN, THE INDIVIDUAL MUST NOT ACCEPT THIS AGREEMENT AND MAY NOT USE THE OFFERING.

Section 1.0 Ordering and Use of Offerings

1.1 Company Cloud Service; Subscriber-Hosted Software.

(a) **Company Cloud Service.** Unless otherwise specified on an applicable Order, an Offering of Cloud Service shall be provided as Company-hosted, online cloud service. Company grants Subscriber a non-exclusive and non-transferable right to access and use the Offering for the Subscription Term.

(b) **Subscriber-Hosted Software.** Where an applicable Order sets forth a Subscriber-Hosted Software Offering, subject to the provisions of this Agreement, Company grants Subscriber a non-exclusive and non-transferable license (with no right to sublicense) to install and use the Offering for the Subscription Term. In respect of such Subscriber-Hosted Software Offering:

1. Subscriber is responsible for installing and implementing the Subscriber-Hosted Software and any updates, enhancements or modifications, except for any Professional Services set forth on an applicable Order (i.e., implementation).
2. Subject to the terms of this Agreement, Subscriber may create copies of the Subscriber-Hosted Software to the extent strictly necessary to install and operate the Subscriber-Hosted Software for use in accordance with this Agreement, and to create backup and archival copies to the extent reasonably required in the normal operation of Subscriber systems. All such copies must include a reproduction of all copyright, trademarks or other proprietary notices contained in the original copy of the Subscriber-Hosted Software.
3. Subscriber is responsible for providing the Environment and ensuring the Environment functions properly, and for implementing appropriate data backup and security measures. "Environment" means the systems, networks, servers, equipment, hardware, software and other material specified in Documentation or an Order on which, or in connection with which, the Subscriber-Hosted Service will be used.

1.2 Ordering.

(a) **Ordering.** The parties may enter into one or more Orders under this Agreement. Each Order is binding on the parties and is governed by the terms of this Agreement and all applicable addenda. Pursuant to an Order, Company shall grant Subscriber Account Users access or use of the Offerings during their Subscription Term, including all Content contained in or made available through the Cloud Service(s). Affiliates of either party may conduct business under this Agreement by executing an Order that references this Agreement's terms.

(b) **Account Setup.** To subscribe to the Cloud Service, Subscriber must establish its Account, which may only be accessed and used by its Account Users in accordance with any number and categories of users as set forth on the Order. To setup an Account User, Subscriber agrees to provide true and accurate information for such Account Users. Each Account User must establish and maintain personal, non-transferable Access Credentials, which shall not be shared with, or used by, any other individual. Subscriber must not create Account User(s) in a manner that intends to or has the effect of avoiding Fees, circumvents thresholds with the Account, or intends to violate the Agreement.

(c) **Subscriber Responsibilities.** Subscriber agrees that it shall use the Service(s) solely for internal business purposes, and access and use of the Cloud Service(s) shall be limited to Account Users. Subscriber will ensure that its Account Users shall comply with Subscriber's obligations under this Agreement whether they are accessing Cloud Services on Subscriber's behalf, at Subscriber's invitation or by invitation of a Subscriber Account User. If Subscriber becomes aware of any violation of this Agreement by a user or any unauthorized access to any user account, Subscriber will immediately notify Company and terminate the relevant Account User or user account's access to the Cloud Service. Subscriber is responsible for any act or failure to act by any Account User or any person using or accessing the account of a user in connection with this Agreement. Subscriber acknowledges and agrees that Account Users who submit declarations, notifications or orders to Company are acting on behalf of Subscriber's behalf. Further, Subscriber shall: (i) be solely responsible for the accuracy, and appropriateness of all Subscriber Data and Content created by Account



Users using the Cloud Service; (ii) access and use the Cloud Service solely in compliance with the Documentation and all applicable laws, rules, directives and regulations (including those relating to export, homeland security, anti-terrorism, data protection and privacy); (iii) allow e-mail notifications generated by the Cloud Service on behalf of Subscriber's Account Users to be delivered to Subscriber's Account Users; and (vi) take responsibility for the security of Subscribers' systems, including the software on Subscriber's systems, and take commercially reasonable steps to exclude malware, viruses, spyware and trojans from Cloud Services.

(d) **Usage Restrictions.** Subscriber agrees that it shall not, and shall not permit any Account User or Third Party accessing by, through or at Subscriber direction, or on its behalf to, directly or indirectly: (i) modify, copy, create derivative works or attempt to derive the source code of the Cloud Service; (ii) assign, sublicense, distribute or otherwise make available the Cloud Service, to any Third Party, including on a timesharing, software-as-a-service or other similar basis; (iii) share Access Credentials or otherwise allow access or use the Cloud Service to provide any service bureau services or any services on a similar basis; (iv) use the Cloud Service in a way not authorized in writing by Company or for any unlawful purpose; (v) use the Cloud Service to store or transmit infringing, libelous, or otherwise unlawful or tortious material, or to store or transmit material in violation of Third Party privacy rights; (vi) attempt to tamper with, alter, disable, override, or circumvent any security, reliability, integrity, accounting or other mechanism, restriction or requirement of the Cloud Service; (vii) remove, obscure or alter any copyright, trademark, patent or proprietary notice affixed or displayed by or in the Cloud Service; (viii) perform load tests, network scans, penetration tests, ethical hacks or any other security auditing procedures on the Cloud Service; (ix) interfere with or disrupt the integrity or performance of the Cloud Service or the data contained therein; (x) access or use the Cloud Service in order to replicate applications, products or services offered by Company and/or otherwise build a competitive product or service, copy any features, functions or graphics of the Cloud Service or monitor the availability and/or functionality of the Cloud Service for any benchmarking or competitive purposes; (xi) under any circumstances, through a Third Party application, a Subscriber application or otherwise, repackage or resell the Cloud Service, or any Company Content; (xii) store, manipulate, analyze, reformat, print, and display Company Content for personal use; and (xiii) upload or insert code, scripts, batch files or any other form of scripting or coding into the Cloud Service. Notwithstanding the foregoing restrictions, in the event Subscriber has purchased a Subscription for Commercial Use (as such term is defined below), Subscriber shall be permitted to use the Cloud Service to provide Third Party services in cases where such Third Parties access the Subscriber provided applications or services, but where such Third Parties do not have the ability to install, configure, manage or have direct access to the Cloud Services. Company hereby agrees, subject to payment of the applicable fees, to permit such use and the terms of this Agreement, including references to "internal use" and/or "internal business operations" shall be deemed to include and permit such use (hereafter referred to as "Commercial Use").

(e) **Additional Guidelines.** Company reserves the right to establish or modify its Cloud Service offerings, general practices and limits concerning use of the Cloud Service, and if applicable provide alternative Cloud Service offerings and practices, with approximately thirty (30) days' prior notice. Company also reserves the right to block IP addresses originating a Denial of Service (DoS) attack. Company shall notify Subscriber should this condition exist and inform Subscriber of its action. Once blocked, an IP address shall not be able to access the Cloud Service and the block may be removed once Company is satisfied corrective action has taken place to resolve the issue.

(f) **Links to Third Party Websites.** To the extent that the Cloud Service links to any Third Party website, application or service, the terms and conditions thereof shall govern Subscriber's rights with respect to such website, application or service, unless otherwise expressly provided by Company. Company shall have no obligations or liability arising from Subscriber's access and use of such linked Third Party websites, applications and services.

(g) **Previews, No-Charge Offerings.** From time to time, Company may make Offerings available to Subscribers at no charge or allow features or services at no extra charge as part of Cloud Services prior to their general release that are labeled or communicated as Previews. Subscriber may choose to try such Previews or not in its sole discretion. Use of Previews is at Subscriber's sole risk and may contain bugs or errors. Subscriber may discontinue use of the Previews at any time, in its sole discretion. Further, Company may discontinue all Previews availability at any time in its sole discretion without notice. Previews and No-Charge Offerings are provided on an "as-is" basis and "as available" basis, without any warranties of any kind.

1.3 Proprietary Rights.

(a) Subscriber acknowledges and agrees that Company retains all ownership right, title, and interest in and to Brightly IP, including the Cloud Service, its Documentation and Content, and all corrections, enhancements, improvements to, or derivative works thereof without limitation (collectively, "Derivative Works"), and in all Brightly IP therein or thereto. To the extent any Derivative Work is developed by Company based upon ideas or suggestions submitted by Subscriber to Company, Subscriber hereby irrevocably assigns all rights to use and incorporate Subscriber's feedback, including but not limited to suggestions, enhancement requests, recommendations and corrections (the "Feedback") relating to the Cloud Service, together with all Brightly IP related to such Derivative Works. Nothing contained in this Agreement shall be construed to convey to Subscriber (or to any party claiming through Subscriber) any Brightly IP rights other than the rights expressly set forth in this Agreement.

(b) Company acknowledges and agrees that Subscriber retains all ownership right, title, and interest in and to the Subscriber Data and Content, including all intellectual property rights therein or thereto. Notwithstanding the foregoing, Subscriber hereby grants Company and its Affiliates a non-exclusive, royalty-free license to access, display, copy, distribute, transmit, publish, disclose and otherwise use all or any portion of Subscriber Data and Content to fulfill its obligations under this Agreement. In addition, Subscriber hereby grants Company a non-exclusive, royalty-free right to use aggregated and de-identified data generated and/or derived by Company from the Subscriber Data (the "De-Identified Data") in order to improve the



Cloud Service and Company's performance hereunder, including without limitation, submitting and sublicensing such De-Identified Data to Third Parties for analytical purposes, provided that Company shall take commercially reasonable efforts to conduct such de-identification in a manner that ensures that such De-Identification cannot be traced back to Subscriber or natural persons. Company recommends Subscriber confirm the geographic area in which Subscriber Data will be stored, which may be outside the country in which Subscriber is located. Subscriber will ensure that Subscriber Data can be processed and used as contemplated by this Agreement without violating any rights of others or any laws or regulations.

(c) Subscriber acknowledges the Cloud Services may utilize, embed or incorporate Third Party software and/or tools (each, a "Third-Party Tool") under a license granted to Company by one or more applicable Third Parties (each, a "Third-Party Licensor"), which licenses Company the right to sublicense the use of the Third-Party Tool solely as part of the Cloud Services. Each such sublicense is nonexclusive and solely for Subscriber's internal use and Subscriber shall not further resell, re-license, or grant any other rights to use such sublicense to any Third Party. Subscriber further acknowledges that each Third-Party Licensor retains all right, title, and interest to its applicable Third-Party Tool and all documentation related to such Third-Party Tool. All confidential or proprietary information of each Third-Party Licensor is Confidential Information of Company under the terms of this Agreement and shall be protected in accordance with the terms of Section 7.

Section 2.0 Company Responsibilities

2.1 Professional Services. To the extent Professional Services are included in the applicable Order and/or described in one or more statements of work, Subscriber agrees to abide by Company's Professional Services Addendum. Each statement of work shall be effective, incorporated into and form a part of this Agreement when duly executed by an authorized representative of each of the parties. Each statement of work shall (i) describe the fees and payment terms with respect to the Professional Services being provided pursuant to such statement of work, (ii) identify any work product that will be developed pursuant to such statement of work, and (iii) if applicable, sets forth each party's respective ownership and proprietary rights with respect to any work product developed pursuant to such statement of work.

2.2 Service Levels. Company shall use commercially reasonable efforts to make the Cloud Service available 99.9% of the time for each full calendar month during the Subscription Term, determined on twenty-four (24) hours a day, seven (7) days a week basis (the "Service Standard"). The Service Standard availability for access and use by Subscriber(s) excludes unavailability when due to: (a) any access to or use of the Cloud Service by Subscriber or any Account User that does not strictly comply with the terms of the Agreement or the Documentation; (b) any failure of performance caused in whole or in part by Subscriber's delay in performing, or failure to perform, any of its obligations under the Agreement; (c) Subscriber's or its Account User's Internet connectivity; (d) any Force Majeure Event; (e) any failure, interruption, outage, or other problem with internet service or non-Cloud Service; (f) Scheduled Downtime; or (g) any disabling, suspension, or termination of the Cloud Service by Company pursuant to the terms of the Agreement. "Scheduled Downtime" means, with respect to any applicable Cloud Service, the total amount of time (measured in minutes) during an applicable calendar month when such Cloud Service is unavailable for the majority of Subscribers' Account Users due to planned Cloud Service maintenance. To the extent reasonably practicable, Company shall use reasonable efforts to provide eight (8) hours prior electronic notice of Cloud Service maintenance events and schedule such Cloud Service maintenance events outside the applicable business hours.

2.3 Security and Data Privacy. Each party shall comply with applicable data privacy laws governing the protection of personal data in relation to their respective obligations under this Agreement. Where Company acts as Subscriber's processor of personal data provided by Subscriber, the data is subject to Company's Privacy Policy, which can be viewed by clicking the "Privacy" hypertext link located within the Cloud Service. By using the Cloud Service, Subscriber accepts and agrees to be bound and abide by such Privacy Policy. At all times during the Subscription term and upon written request of Subscriber within thirty (30) days after the effective date of termination or expiration of this Agreement, Subscriber Content shall be available for Subscriber's export and download. In accordance with applicable data privacy laws following that initial period, Company shall not be obligated to maintain Subscriber Data nor Subscriber Content and may delete or destroy what remains in its possession or control.

(a) If applicable in the United States, if Subscriber is a "Covered Entity" under the Health Insurance Portability and Accountability Act of 1996 (as amended from time to time, "HIPAA"), and if Subscriber must reasonably provide protected health information as defined by HIPAA in order to use the Cloud Services, Company shall be Subscriber's "Business Associate" under HIPAA, and Company and Subscriber shall enter into a Business Associate Agreement (the form of which shall be reasonably satisfactory to Company).

(b) If applicable in the United Kingdom, Switzerland or European Economic Area (EEA), both parties will comply with the applicable requirements of Data Protection Legislation. "Data Protection Legislation" means (i) the United Kingdom's Data Protection Act 2018, and (ii) the General Data Protection Regulation ("GDPR") and any national implementing laws, regulations or secondary legislation. Company and Subscriber agree that Company will not be processing any personal data on behalf of the Subscriber as "Data Controller" (defined in accordance with the Data Protection Legislation). Company will collect, use, disclose, transfer and store personal information when needed to administer this Agreement and for its operational and business purposes, in accordance with Data Protection Legislation. To the extent personal data from the UK, Switzerland or the EEA are processed by Company, the terms of a data processing addendum ("DPA") must be signed by the parties. To the extent Company processes personal data, its binding corporate rules and the standard contract clauses shall apply, as set forth in the DPA. For standard contract clauses, Subscriber and



Company agree that Subscriber is the data exporter and Subscriber's acceptance of this Agreement or applicable Order shall be treated as its execution of the standard contract clauses.

Section 3.0 Third Party Interactions

3.1 **Relationship to Third Parties.** In connection with Subscriber's use of the Cloud Service, at Subscriber's discretion, Subscriber may: (i) participate in Third Party promotions through the Cloud Service; (ii) purchase Third Party goods and/or services, including implementation, customization, content, forms, schedules, integration and other services; (iii) exchange data, integrate, or interact between Subscriber's Account, the Cloud Service, its application programming interface ("API") and a Third Party provider; (iv) receive additional functionality within the user interface of the Cloud Service through use of the API; and/or (v) receive content, knowledge, subject matter expertise in the creation of forms, content and schedules. Any such activity, and any terms, conditions, warranties or representations associated with such Third Party activity, shall be solely between Subscriber and the applicable Third Party. Company shall have no liability, obligation or responsibility for any such Third Party correspondence, purchase, promotion, data exchange, integration or interaction. Company does not warrant any Third Party providers or any of their products or services, whether or not such products or services are designated by Company as "certified," "validated," "premier" and/or any other designation. Company does not endorse any sites on the Internet that are linked through the Cloud Service.

3.2 **Ownership.** As between Subscriber and Company, Subscriber is the owner of all Third Party Content loaded into the Subscriber Account. As the owner, it is Subscriber's responsibility to make sure it meets its particular needs. Company shall not comment, edit or advise Subscriber with respect to such Third Party Content in any manner.

Section 4.0 Fees and Payment

4.1 **Fees.** Subscriber shall pay to Company all fees specified in Orders and pay all fees pursuant to the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1 et seq. . Except as otherwise stated on the Order: (i) Subscription Fees are based on Cloud Services subscriptions purchased, (ii) all Subscription Fee payment obligations are non-refundable and non-cancelable, and (iii) quantities purchased cannot be decreased during the relevant Subscription Term. The Subscription Fee for such Cloud Service subscription shall be invoiced upon commencement of the Term. Thereafter, Company shall make reasonable efforts to invoice Subscriber for each applicable Subscription Fee sixty (60) days prior to its commencement. Unless Subscriber provides written notice of termination in accordance with Section 5.1, Subscriber agrees to pay all fees. Subscriber is responsible for providing complete and accurate billing and contact information to Company and notifying Company promptly of any changes to such information.

4.2 **Automatic Payments.** If Subscriber is paying by credit card or Automated Clearing House ("ACH"), Subscriber shall establish and maintain valid and updated credit card information or a valid ACH auto debit account (in each case, the "**Automatic Payment Method**"). Upon establishment of such Automatic Payment Method, Company is hereby authorized to charge any applicable Subscription Fee using such Automatic Payment Method.

4.3 **Overdue Charges.** Any and all overdue charges shall be governed by the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1 et seq. .

4.4 **Taxes.** Company's fees do not include any taxes, levies, duties or similar governmental assessments of any nature, including, for example, value-added, sales, use or withholding taxes, assessable by any jurisdiction whatsoever (collectively, "**Taxes**"). Subscriber is responsible for paying all Taxes associated with its purchases hereunder. If Company has the legal obligation to pay or collect Taxes for which Subscriber is responsible under this Section 4.5, Company shall invoice Subscriber and Subscriber shall pay that amount unless Subscriber provides Company with a valid tax exemption certificate authorized by the appropriate taxing authority. To the extent permitted by law, Subscriber agrees to indemnify and hold Company harmless from any encumbrance, fine, penalty or other expense which Company may incur as a result of Subscriber's failure to pay any Taxes required hereunder. For clarity, Company is solely responsible for taxes assessable against Company based on its income, property and employees.

4.5 **Purchases through Resellers.** In the event Subscriber purchases the Cloud Services (including any renewals thereof) through an authorized reseller of Company, the terms and conditions of this Agreement shall apply and supersede any other agreement except for any terms and conditions related to fees, payment or Taxes. Such terms and conditions shall be negotiated solely by and between Subscriber and such authorized reseller. In the event Subscriber ceases to pay the reseller, or terminates its agreement with the reseller, Company shall have the right to terminate Subscriber's access to the Cloud Services at any time upon thirty (30) days' prior written notice to Subscriber unless Subscriber and Company have agreed otherwise in writing.



Section 5.0 Term and Termination

5.1 **Subscription Term.** This Agreement will commence on the Effective Date set forth on the Order and continues until the Offerings hereunder have expired or have been terminated (the "**Subscription Term**"). Thereafter, except as stated on an applicable Order, the Subscription Term shall automatically renew for additional periods equal to the expiring Subscription Term or one year, whichever is longer, unless either party has provided written notice of its intent to terminate the Cloud Service subscription not less than forty-five (45) days prior to the expiration of the then-current Subscription Term applicable to the Cloud Service subscription.

5.2 **Termination.** Neither party will terminate an Order for convenience during the applicable Subscription Term. Either party may terminate this Agreement (in whole or with respect to an Order or purchased from a reseller) by notice to the other party if (i) the other party commits a material breach of this Agreement and fails to cure such breach within thirty (30) days (except in the case of a breach of Section 7 in which case no cure period will apply) or (ii) the other party becomes the subject of a petition in bankruptcy or other similar proceeding. Company may, at its option, and without limiting its other remedies, suspend (rather than terminate) any Cloud Services if Subscriber breaches the Agreement (including with respect to payment of Fees) until the breach is remedied. If no funds or insufficient funds are appropriated and budgeted in any fiscal period of the Subscriber for payments to be made under this Agreement, then the Subscriber will notify the Company in writing of that occurrence, and this Agreement will terminate on the earlier of the last day of the fiscal period for which sufficient appropriation was made or whenever the funds appropriated for payment under this Agreement are exhausted. No payments will be made to the Company under this Agreement beyond those amounts appropriated and budgeted by the Subscriber to fund payments under this Agreement.

5.3 **Effect of Termination.** Upon expiration of the applicable Subscription Term, or termination of any Order for one or more Offerings or this Agreement for any reason, Subscriber's right to access, use or receive the affected Order or Order items automatically terminate. Subscriber shall immediately cease using the Order or Offering, remove and destroy all Offerings and other Company Confidential Information relating to the Order in its possession or control, and certify such removal and destruction in writing to Company. Termination or suspension of an individual Order or reseller purchase will not terminate or suspend any other Order, reseller purchase or the remainder of the Agreement unless specified in the notice of termination or suspension. If the Agreement is terminated in whole, all outstanding Order(s) and reseller purchases will terminate. If this Agreement, any Order or reseller purchase is terminated, Subscriber agrees to pay all Fees owed up to the effective date of termination.

5.4 **Survival.** The following portions of this Agreement shall survive termination of this Agreement and continue in full force and effect: Sections 1, 2.3, 5.3, 6, 7, 8 and 9.

Section 6.0 Representations, Warranties and Disclaimers

6.1 **Representations.** Each party represents that: (i) it has full right, title and authority to enter into this Agreement; and (ii) this Agreement constitutes a legal, valid and binding obligation of Subscriber, enforceable against it in accordance with its terms.

6.2 Warranties.

(a) Company warrants that Cloud Service will perform substantially in accordance with the features and functions described in the applicable Documentation. To the extent permitted by law, Subscriber's exclusive remedy and Company's entire liability for a breach of this warranty in Section 6.2(a), at its option: (i) will use commercially reasonable efforts to restore the non-conforming Cloud Services so that they comply with this warranty, or (ii) if such restoration would not be commercially reasonable, Company may terminate the Order for the non-conforming Offering and refund any prepaid fees paid for such Offering. The warranty excludes: (a) no charge Offerings or Previews, and (b) issues, problems or defects arising from Third Party Content, Subscriber Data or Content, or use of Cloud Service not in accordance with this Agreement.

(b) Company represents and warrants that all such Professional Services shall be performed in a professional and workmanlike manner in accordance with generally accepted industry standards. For any breach of this warranty in Section 6.2(b), Subscriber's exclusive remedy and Company's entire liability shall be the re-performance of the applicable Professional Services.

(c) Company makes only the limited warranties expressly stated in this Agreement, and disclaims all other warranties, including without limitation, the implied warranties of merchantability and fitness for a particular purpose. Company does not warrant or otherwise guarantee that: (i) reported errors will be corrected or support requests will be resolved to meet Subscribers' needs, (ii) any Order or Third Party Content will be uninterrupted, error free, fail-safe, fault-tolerant, or free of harmful components, or (iii) any Content, including Subscriber and Third Party Content, will



be secure or not otherwise lost or damaged. Representations about Orders or features or functionality in any communication with Subscriber constitutes technical information, not a warranty or guarantee.

(d) Company's Cloud Services have not been tested in all situations under which they may be used. Subscriber is solely responsible for determining the appropriate uses for the Cloud Services and the results of such use; Company will not be liable for the results obtained through Subscriber's use of the Cloud Services. Company's Cloud Services are not specifically designed or intended for use in (i) storage of sensitive, personal information, (ii) direct life support systems, (iii) nuclear facility operations, or (iv) any other similar hazardous environment.

6.3 Intellectual Property Indemnification.

(a) *Indemnity by Company.* Company shall defend and indemnify Subscriber from any loss, damage or expense (including reasonable attorneys' fees) awarded by a court of competent jurisdiction, or paid in accordance with a settlement agreement signed by Subscriber, in connection with any Third Party claim (each, a "Claim") alleging that Subscriber's use of the Cloud Service as expressly permitted hereunder infringes upon any intellectual property rights, patent, copyright or trademark of such Third Party, or misappropriates the trade secret of such Third Party; provided that Subscriber: (x) promptly gives Company written notice of the Claim; (y) gives Company sole control of the defense and settlement of the Claim; and (z) provides to Company all reasonable assistance, at Company's expense. If Company receives information about an infringement or misappropriation claim related to the Cloud Service, Company may in its sole discretion and at no cost to Subscriber: (i) modify the Cloud Service so that it no longer infringes or misappropriates, (ii) obtain a license for Subscriber's continued use of the Cloud Service, or (iii) terminate this Agreement (including Subscriber's Cloud Service subscriptions and Account) upon prior written notice and refund to Subscriber any prepaid Subscription Fee covering the remainder of the Term of the terminated Cloud Service subscriptions. Notwithstanding the foregoing, Company shall have no liability or obligation with respect to any Claim that is based upon or arises out of (A) use of the Cloud Service in combination with any software or hardware not expressly authorized by Company, (B) any modifications or configurations made to the Cloud Service by Subscriber without the prior written consent of Company, and/or (C) any action taken by Subscriber relating to use of the Cloud Service that is not permitted under the terms of this Agreement. This Section 6.3(a) states Subscriber's exclusive remedy against Company for any Claim of infringement or misappropriation of a Third Party's intellectual property rights related to or arising from Subscriber's use of the Cloud Service.

(b) To the extent permitted by law, Subscriber shall defend and indemnify Company from any loss, damage or expense (not including attorneys' fees) awarded by a court of competent jurisdiction, or paid in accordance with a settlement agreement signed by Company, in connection with any Claim alleging that the Subscriber Data or Content, or Subscriber's use of the Cloud Service in breach of this Agreement, infringes upon any intellectual property rights, patent, copyright or trademark of such Third Party, or misappropriates the trade secret of such Third Party; unless applicable laws prohibit public entities from such indemnification and provided that Company (x) promptly gives Subscriber written notice of the Claim; (y) gives Subscriber sole control of the defense and settlement of the Claim; and (z) provides to Subscriber all reasonable assistance, at Subscriber's expense. This Section 6.3(b) states Company's exclusive remedy against Subscriber for any Claim of infringement or misappropriation of a Third Party's intellectual property rights related to or arising from the Subscriber Data or Subscriber's use of the Cloud Service.

6.4 Limitation of Liability.

(a) **The entire, aggregate liability of Company is limited to the amount of Subscription Fees paid by Subscriber to Company pursuant to this applicable Order during the twelve (12) months prior to the first act or omission giving rise to the liability. This does not apply to the Company's intellectual property indemnification obligations in Section 6.3.**

(b) **Under no circumstances will Company be liable for (i) any indirect, incidental, consequential, special exemplary or punitive damages, loss of production or data, interruption of operations or lost revenue or profits, even if such damages were foreseeable, or (ii) any Previews or No-Charge Offerings.**

(c) **The limitations set forth in 6.4(a) shall not apply to:**

(i) damages arising out of the Company's breach of its confidentiality obligations;

(ii) damages arising out of the intentional acts or gross negligence of the Company, its employees, agents or subcontractors.

(d) **The limitations and exclusions of this Section 6.4 apply to: (i) benefit of Company and its affiliates, and their respective officers, directors, licensors, subcontractors and representatives, and (ii) regardless of the form of action, whether based in contract, statute, tort (including negligence), or otherwise.**



(e) The foregoing limitations and exclusions will not apply to the extent that liability cannot be limited or excluded in accordance with applicable law. Nothing in this Section shall limit Subscriber's payment obligations under Section 4.

Section 7.0 Confidentiality

7.1 **Definition of Confidential Information.** "Confidential Information" means any non-public information and/or materials maintained in confidence and disclosed in any form or medium by a party under this Agreement (the "Disclosing Party") to the other party (the "Receiving Party"), that is identified as confidential, proprietary or that a reasonable person should have known, was the Confidential Information of the other party given the nature of the circumstances or disclosure, or as otherwise defined as Confidential Information, trade secrets, and proprietary business information as provided under applicable state law and exempted from disclosure by the applicable statute. Confidential Information may include without limitation: information about clients, services, products, software, data, technologies, formulas, processes, know-how, plans, operations, research, personnel, suppliers, finances, pricing, marketing, strategies, opportunities and all other aspects of business operations and any copies or derivatives thereof. Confidential Information includes information belonging to a Third Party that may be disclosed only under obligations of confidentiality. Notwithstanding the foregoing, Confidential Information shall not include information that Receiving Party can demonstrate: (a) is or becomes generally known to the public without breach of any obligation by Receiving Party; (b) is received from a Third Party without breach of any obligation owed to Disclosing Party; or (c) is or has been independently developed by Receiving Party without the benefit of Confidential Information.

7.2 **Protection of Confidential Information.** The Receiving Party agrees that it shall: (i) use the Confidential Information solely for a purpose permitted by this Agreement, (ii) use the same degree of care as Receiving Party uses with its own Confidential Information, but no less than reasonable care, to protect Confidential Information and to prevent any unauthorized access, reproduction, disclosure, or use of any of Confidential Information; and (iii) restrict access to the Confidential Information of the Disclosing Party to those of its Affiliates and its and their employees, contractors and agents who need such access for purposes consistent with this Agreement and who are prohibited from disclosing the information by a contractual, legal or fiduciary obligation no less restrictive than this Agreement. Receiving Party shall not use, reproduce, or directly or indirectly allow access to the Confidential Information except as herein provided or export Confidential Information to any country prohibited from obtaining such information under any applicable laws or regulations.

7.3 **Compelled Disclosure.** If Receiving Party is required to disclose any Confidential Information to comply with law, to the extent legally permitted, Receiving Party shall: (a) give the Disclosing Party reasonable prior written notice to permit Disclosing Party to challenge or limit any such legally required disclosure; (b) disclose only that portion of the Confidential Information as legally required to disclose; and (c) reasonably cooperate with Disclosing Party, at Disclosing Party's request and expense, to prevent or limit such disclosure.

7.4 **Records Requests.** To the extent permitted by law, Subscriber shall treat as exempt from treatment as a public record, and shall not unlawfully disclose in response to a request made pursuant to any applicable public records law, any of Company's Confidential Information. Upon receiving a request to produce records under any applicable public records or similar law, Subscriber shall immediately notify Company and provide such reasonable cooperation as requested by Company and permitted by law to oppose production or release of such Company Confidential Information.

7.5 **Remedies.** Receiving Party shall promptly notify Disclosing Party if it becomes aware of any unauthorized use or disclosure of Disclosing Party's Confidential Information and agrees to reasonably cooperate with Disclosing Party in its efforts to mitigate any resulting harm. Receiving Party acknowledges that Disclosing Party would have no adequate remedy at law should Receiving Party breach its obligations relating to Confidential Information and agrees that Disclosing Party shall be entitled to enforce its rights by obtaining appropriate equitable relief, including without limitation a temporary restraining order and an injunction.

Section 8.0 Export Control Compliance

8.1 **General.** Subscriber shall comply with all applicable sanctions, embargoes and (re-)export control regulations, and, in any event, with those of the European Union, the United States of America and any locally applicable jurisdiction(s) (collectively "Export Regulations").

8.2 **Checks.** Prior to any transfer of Offerings (including all kinds of technical support and/or technology) to a Third Party, Subscriber shall check and ensure by appropriate measures that (i) there will be no infringement of an embargo imposed by the European Union, the United States of America and/or by the United Nations by such transfer, by brokering of contracts concerning Offerings or by provision of other economic resources in connection with Offerings, also taking into account any prohibitions to circumvent these embargos (e.g., by undue diversion); (ii) such Offerings are not intended for use in connection with armaments, nuclear technology or weapons, if and to the extent such use is subject to prohibition or authorization, unless required authorization has been obtained; (iii) the regulations of all applicable sanctioned party lists of the European Union and the United States



of America concerning the trading with entities, persons and organizations listed therein are considered and (iv) Offerings within the scope of the respective Annexes to EU Regulations Nos. 833/2014 and 765/2006 as well as of Annex I to EU Regulation No. 2021/821 (in their current versions, respectively), will not, unless permitted by EU law, be (a) exported, directly or indirectly (e.g., via Eurasian Economic Union (EAEU) countries), to Russia or Belarus, or (b) resold to any third party business partner that does not take a prior commitment not to export such Goods and Services to Russia or Belarus.

8.3 Non-Acceptable Use of Offerings and Cloud Services. Subscriber shall not, unless permitted by the Export Regulations or respective governmental licenses or approvals, (i) download, install, access or use the Cloud Services, Content and/or Documentation from or in any location prohibited by or subject to comprehensive sanctions (currently Cuba, Iran, North Korea, Syria, and the Crimea, Donetsk and Luhansk regions of Ukraine) or to license requirements according to the Export Regulations; (ii) grant access to, transfer, (re-)export (including any 'deemed (re-)exports'), or otherwise make available the Cloud Services, Content and/or Documentation to any individual or entity designated on a sanctioned party list of the Export Regulations; (iii) use the Cloud Services, Content and/or Documentation for any purpose prohibited by the Export Regulations (e.g. use in connection with armaments, nuclear technology or weapons); (iv) upload to the Cloud Services platform any Subscriber Data or Content unless it is non-controlled (e.g. in the EU: AL = N; in the U.S.: ECCN = N or EAR99); (v) facilitate any of the aforementioned activities by any user. Subscriber shall provide any user(s) with all information necessary to ensure compliance with the Export Regulations.

8.4 Information. Upon request by Company, Subscriber shall promptly provide Company with all information pertaining to user(s), the intended use and the location of use of the Offerings.

8.5 Export Control Indemnification. Subscriber shall indemnify and hold harmless Company from and against any claim, proceeding, action, fine, loss, cost and damages arising out of or relating to any noncompliance with (re) Export Regulations by Subscriber and/or user(s) and/or Subscriber's Third Parties business partner re-exporting Offerings in violation of embargoes or sanctions referred to in 8.2 above, and Subscriber shall compensate Company for all losses and expenses resulting thereof.

8.6 Reservation. Company shall not be obligated to fulfill this Agreement if such fulfillment is prevented by any impediments arising out of national or international foreign trade or customs requirements or any embargoes or other sanctions. Subscriber acknowledges that Company may be obliged under the Export Regulations to limit or suspend access by Subscriber and/or user(s) to the Offerings.

Section 9.0 Miscellaneous

9.1 Compliance with Laws. Each party will comply with all laws and applicable government rules and regulations insofar as they apply to such party in its performance of this Agreement's rights and obligations.

9.2 Publicity. Company is permitted to: (i) include Subscriber's name and logo in accordance with Subscriber's trademark guidelines; and (ii) list the Cloud Services and Professional Services selected by Subscriber, in public statements and client lists. Subscriber agrees to participate in press releases, case studies and other collateral using quotes or requiring active participation, the specific details of which shall be subject to mutual consent.

9.3 Relationship of the Parties. Company is performing pursuant to this Agreement only as an independent contractor. Company has the sole obligation to supervise, manage, contract, direct, procure, perform or cause to be performed its obligations set forth in this Agreement, except as otherwise agreed upon by the parties. Nothing set forth in this Agreement shall be construed to create the relationship of principal and agent between Company and Subscriber. Company shall not act or attempt to act or represent itself, directly or by implication, as an agent of Subscriber or its affiliates or in any manner assume or create, or attempt to assume or create, any obligation on behalf of, or in the name of, Subscriber or its affiliates.

9.4 Waiver. No failure or delay by either party in enforcing any of its rights under this Agreement shall be construed as a waiver of the right to subsequently enforce any of its rights, whether relating to the same or a subsequent matter.

9.5 Assignment. This Agreement will extend and be binding upon the successors, legal representatives, and permitted assignees of the parties. However, except that Company shall have the full ability to transfer or assign this Agreement to the surviving entity in a merger or consolidation or to a purchaser of all or substantially all of its assets without the written consent of the Subscriber, neither party shall have the right to transfer, assign or sublicense this Agreement or any of its rights, interests or obligations under this Agreement to any Third Party and any attempt to do so shall be null and void.

9.6 Force Majeure. Subject to the limitations set forth below and except for fees due for Orders rendered, neither party shall be held responsible for any delay or default, including any damages arising therefrom, due to any act of God, act of governmental entity or military authority, explosion, epidemic casualty, flood, riot or civil disturbance, war, sabotage, unavailability of or interruption or delay in telecommunications or Third Party services, failure of Third Party software, insurrections, any general slowdown or inoperability of the Internet (whether from a virus or other cause), or any



other similar event that is beyond the reasonable control of such party (each, a “Force Majeure Event”). The occurrence of a Force Majeure Event shall not excuse the performance by a party unless that party promptly notifies the other party of the Force Majeure Event and promptly uses its best efforts to provide substitute performance or otherwise mitigate the force majeure condition.

9.7 Entity, Governing Law, Notices and Venue. All notices, instructions, requests, authorizations, consents, demands and other communications hereunder shall be in writing and shall be delivered by one of the following means, with notice deemed given as indicated in parentheses: (a) by personal delivery (when actually delivered); (b) by overnight courier (upon written verification of receipt); (c) by business mail (upon written verification of receipt); or (d) except for notice of indemnification claims, via electronic mail to Subscriber at the e-mail address maintained on Subscriber’s Account and to Company at notice@brightlysoftware.com. Any dispute arising out of or in connection with this Agreement will be resolved as set forth in the table below: The Company entity entering into this Agreement, the address to which notices shall be directed under this Agreement and the law that will apply in any dispute or lawsuit arising out of or in connection with this Agreement shall depend upon where Subscriber is domiciled:

If a dispute is subject to arbitration as described in this Section 9.7, arbitrators will be appointed in accordance with the ICC Rules, the language used for proceedings will be English, and orders for the production of documents will be limited to the documents on which each party specifically relies in its submission. Nothing in this Section 9.7 will restrict the right of the parties to seek interim relief intended to preserve the status quo or interim measures in any court of competent jurisdiction.

(a) In the **United States and all other domiciles not otherwise mentioned**, the Company entity is Brightly Software, Inc., a Delaware corporation, and the notice address shall be Corporate Trust Center, 1209 Orange Street, Wilmington, DE 19801 USA, Attn: Brightly Software. The applicable law will be the laws of the state of Illinois, USA; any dispute arising out of or in connection with this Agreement will be subject to the jurisdiction of the courts of Illinois, USA.. Each party hereby irrevocably submits itself to the personal jurisdiction of the relevant court for any such disputes.

(b) In **Canada**, the Company entity is Brightly Software Canada, Inc., an Ontario corporation, and the notice address shall be 1577 North Service Road East, Oakville, Ontario, Canada L6H 0H6 Canada, Attn: Brightly Software. The applicable law will be the laws of Ontario; any dispute arising out of or in connection with this Agreement will be subject to the jurisdiction of the courts of Ontario, Canada, without regard to the principles of conflicts of law.

(c) In the **United Kingdom or a country in Europe**, the Company entity is Brightly Software Limited, a limited company in England, the notice address shall be Pinehurst 2, Pinehurst Road, Farnborough, Hampshire, GU14 7BF Attn: Brightly Software. The applicable law will be the laws of England; any dispute arising out of or in connection with this Agreement will be finally resolved by binding arbitration in accordance with the ICC Rules. The seat of arbitration will be London, England.

(d) In **Australia, New Zealand, a country in Asia/Oceania**, the Company entity is Brightly Software Australia Pty Ltd, a proprietary limited company in Australia, and the notice address shall be Level 9, 257 Collins Street, Melbourne, VIC 3000 Australia, Attn: General Counsel. The applicable law will be the laws of Victoria, Australia; any dispute arising out of or in connection with this Agreement will be finally resolved by binding arbitration in accordance with the ICC Rules. The seat of arbitration will be Melbourne, Victoria, Australia.

9.8 Company Affiliates and Subcontractors. Company or its Affiliates may exercise Company’s rights and fulfill Company’s obligations under this Agreement. Company may use resources in various countries to provide Offerings, including unaffiliated subcontractors. Company remains responsible for its obligations under this Agreement.

9.9 Interpretation of Agreement. The Section headings contained in this Agreement are solely for the purpose of reference, are not part of the agreement of the parties, and shall not affect in any way the meaning or interpretation of this Agreement. Any reference to any federal, state, local or foreign statute or law shall be deemed to refer to all rules and regulations promulgated thereunder, unless the context requires otherwise.

9.10 No Third Party Beneficiaries. No person or entity not a party to the Agreement shall be deemed to be a Third Party beneficiary of this Agreement or any provision hereof.

9.11 Severability. The invalidity of any portion of this Agreement shall not invalidate any other portion of this Agreement and, except for such invalid portion, this Agreement shall remain in full force and effect.

9.12 Entire Agreement. This Agreement, including any applicable Order, is the entire agreement between Subscriber and Company regarding Subscriber’s use of the Cloud Services and supersedes all prior and contemporaneous agreements, proposals or representations, written or oral, concerning its subject matter. No modifications, amendment or waiver of any provision of this Agreement shall be effective unless executed in writing by means of manual signatures or electronic signatures or via an online mechanism. The parties agree that any term or condition stated in any purchase order or in any other order documentation is void. In the event of any conflict or inconsistency between the documents, the order of precedence shall be (1) the applicable Order, (2) any schedule or addendum to this Agreement, and (3) the content of this Agreement.



9.13 **Anti-Corruption.** Neither party has received or been offered any illegal or improper bribe, kickback, payment, gift, or thing of value from an employee or agent of the other party in connection with this Agreement. If Subscriber learns of any violation of the above restriction, Subscriber shall immediately notify Company.

9.14 **Cooperative Use.** With Subscriber's approval, the market research conducted by Subscriber during its selection process for the Cloud Services may be extended for use by other jurisdictions, municipalities, and government agencies of Subscriber's state. Any such usage by other entities must be in accordance with ordinance, charter, and/or procurement rules and regulations of the respective political entity.

9.15 **Modifications.** Company may revise the terms of this Agreement from time-to-time and shall post the most current version of this Agreement on its website. If a revision meaningfully reduces Subscriber's rights, Company shall notify Subscriber.

9.16 **USA Government Subscribers.** The Cloud Service and its Documentation and Content are "Commercial Items," "Commercial computer software" and "Computer software documentation" as defined in the Federal Acquisition Regulations ("FAR") and Defense Federal Acquisition Regulations Supplement ("DFARS"). Pursuant to FAR 12.211, FAR 12.212, DFARS 227.7202, as revised, the U.S. Government acquires the Cloud Service and its Documentation and Content subject to the terms of this Agreement. Company will not be required to obtain a security clearance or otherwise be involved in accessing U.S. Government classified information.

Section 10.0 Definitions

As used in this Agreement, the following terms shall have the meanings set forth below:

10.1 "**Access Credentials**" means any user's name, identification number, password, license or security key, security token, PIN or other security code, method, technology or device used, alone or in combination, to verify an individual's identity and authorization to access and use the Cloud Service.

10.2 "**Account**" means Subscriber's specific account where Subscriber subscribes to access and use Cloud Service(s).

10.3 "**Account User**" means each person or entity that access an Offering under this Agreement, whether such access is given by Subscriber, by Company at Subscriber's request, or by a third party authorized by Subscriber.

10.4 "**Affiliate**" means, with respect to any legal entity, any other legal entity that (i) controls, (ii) is controlled by or (iii) is under common control of such legal entity. A legal entity shall be deemed to "control" another legal entity if it has the power to direct or cause the direction of the management or policies of such legal entity, whether through the ownership of voting securities, by contract, or otherwise.

10.5 "**Brightly IP**" means all patents, patent applications, copyrights, trade secrets and other intellectual property rights in, related to, or used in the provision or delivery of any Order or technical solution underlying an Order, and any improvement, modification, or derivative work of any of the foregoing.

10.6 "**Cloud Service**" or "**Cloud Services**" means Company's branded offerings of cloud-based online services and associated cloud-based API (application programming interfaces) made available by Company, as updated, enhanced or otherwise modified from time-to-time. Cloud Service excludes Subscriber Data and Third Party Content.

10.7 "**Content**" means audio and visual information, documents, content, materials, products and/or software.

10.8 "**Documentation**" means the user instructions, learning material, functional or technical documentation, and API information relating to the Cloud Service made available to Subscriber by Company in print, online or embedded as part of help functions, which may be updated from time to time.

10.9 "**Brightly Software**" or "**Company**" means Brightly Software, Inc., Brightly Software Canada Inc., Brightly Software Australia Pty Ltd, Brightly Software Limited, Facility Health, Inc. and Energy Profiles Limited together with their affiliates, successors and assigns.

10.10 "**Order**" means Company's ordering document, online purchasing form, statement of work, or end user license agreement (EULA) used to order Company Cloud Services and/or Professional Services. By entering into an Order, Affiliate(s) agree to be bound by the terms of this Agreement as if an original party.

10.11 "**Offering**" means an individual offering made available by Company and identified on an Order, which consists of Cloud Services, Professional Services or a combination of any of the foregoing, and any associated maintenance and support services and Documentation.



- 10.12 "Previews" means Cloud Service or functionality that may be made available to Subscriber to try at its option at no additional charge that is clearly designated as beta, preview, pre-release, pilot, limited release, early adoption, non-production, sandbox, evaluation or a similar description.
- 10.13 "Professional Service" means the training, technical, consulting and/or other services, excluding Cloud Services, to be performed by Company that are ordered by Subscriber on an Order or provided without charge (if applicable).
- 10.14 "Subscriber" means the legal entity identified on the Account, on behalf of itself and its Affiliates and its and their employees, consultants, and (sub)contractors.
- 10.15 "Subscriber Data" means all data, information and other content provided by or on behalf of Subscriber, including that which the Account Users input or upload to the Cloud Service.
- 10.16 "Subscriber-Hosted Software" means Company's suite of cloud software applications, as updated, enhanced or otherwise modified from time-to-time that are: (i) ordered by Subscriber on an Order or provided without charge (if applicable) and made available by Company, including mobile components, and (ii) granted a non-exclusive and non-transferable license (with no right to sublicense) to install and use software for the Term.
- 10.17 "Subscription Fee" means the fee invoiced to Subscriber by Company prior to the Subscription Term, which is required to be paid in order for Subscriber to be permitted to access and use the Cloud Service.
- 10.18 "Third Party" means a party other than Subscriber or Company.
- 10.19 "Third Party Content" means Content, applications and services owned or controlled by a Third Party and made available to Subscriber by the Third Party through or in connection with Cloud Services.

[Remainder of page intentionally left blank; signature page to follow]



IN WITNESS WHEREOF, the undersigned have executed this Agreement.

Brightly Software, Inc.

County of Winnebago, Illinois

DocuSigned by:
Brian Benfer
Signature 25E38B490...

Signature

Brian Benfer

Print Name

Print Name

SVP, Sales

Title

Title

21 August 2023

Date Signed

Date Signed

Brightly Software, Inc.

DocuSigned by:
Michael Knox
Signature 1FDE10455...

Michael Knox

Print Name

VP of Sales

Title

21 August 2023

Date Signed

PROFESSIONAL SERVICES ADDENDUM

THIS PROFESSIONAL SERVICES ADDENDUM ("Addendum") is an addendum to the Master Subscription Agreement (the "Agreement") between Brightly Software ("Company") and Subscriber, as defined in the Agreement. This Addendum applies to the extent that Subscriber and Company execute an Order Form that includes a Statement of Work ("SOW") for the provision of Professional Services to be provided by Company for Subscriber.

BY ACCEPTING THIS ADDENDUM, EITHER BY CLICKING A BOX INDICATING ACCEPTANCE, BY RESELLER PURCHASE, BY EXECUTING AN ORDER FORM THAT REFERENCES THIS ADDENDUM OR BY OTHERWISE ACCESSING AND USING THE PROFESSIONAL SERVICES, SUBSCRIBER AGREES TO THE TERMS OF THIS AGREEMENT. AS A RESULT, PLEASE READ ALL THE TERMS AND CONDITIONS OF THIS AGREEMENT CAREFULLY.

1. PROFESSIONAL SERVICES.

- 1.1. **Scope.** Company must perform all Professional Services required in the applicable Order and/or described in one or more statements of work in accordance with the professional standards applicable to, and with that degree of skill, care and diligence normally shown by a major licensing and permitting software provider performing comparable services for a governmental entity. Company will provide such Professional Services and supply Deliverables to Subscriber in accordance with the terms of the Agreement and all applicable SOWs or Order Forms. Unless otherwise specified in an applicable SOW or Order Form: (i) Company will perform the Professional Services during workdays, Monday through Friday, up to 8 hours a day; (ii) any estimate of hours or costs are reasonable, good faith estimates only; and (iii) each task is performed as firm fixed price work or time and materials. Company is only obliged to supply Professional Services as expressly stated in the SOW and shall not be obliged to supply any Professional Services and/or Deliverables until both Parties have approved the applicable SOW.
- 1.2. **Scheduling.** Company requires at least 6 weeks advanced notice from the acceptance of an Order Form or reseller purchase to schedule Professional Services delivery dates when travel is required. Onsite Professional Services shall be delivered consecutively in a single onsite visit unless the applicable Order Form or reseller purchase includes the additional fees and incidental expenses associated with multiple visits.
- 1.3. **Unused Professional Services.** Unless otherwise specified in the applicable SOW, any unused order for Professional Services will expire 6 months from the date of order, and Subscriber will not be entitled to receive a refund for any fees prepaid for such expired Professional Services.
- 1.4. **Relationship to Other Services.** The Addendum is limited to Professional Services and does not convey any right to use any other Company Services. Subscriber agrees that Professional Services is not contingent on the delivery of any future Service functionality or features other than Deliverables, or on any oral or written public comments by Company regarding future Service functionality or features.
- 1.5. **Subscriber Cooperation.** Subscriber will cooperate reasonably and in good faith with Company in its performance of Professional Services by: (i) providing access to Subscriber Data, (ii) allocating sufficient resources and timely performing any tasks reasonably necessary to enable Company to perform its obligations under the SOW or Order Form, and (iii) actively participate in scheduled project meetings. Any delays in the performance of Professional Services or delivery of Deliverables caused by Subscriber may result in additional applicable charges for resource time.
- 1.6. **Acceptance.** Any Deliverables are stated in the SOW or Order Form. Unless otherwise specified in the applicable SOW, Deliverables will be considered accepted upon Subscriber's written notice thereof (e-mail is sufficient) or two (2) business days from delivery whichever is sooner, provided Subscriber's rejection is limited to failure to materially conform to the SOW's specifications. An effective notice of rejection must specifically disclose the material failure to conform to its specifications. In response to rejection, Company may revise and redeliver the Deliverable, and thereafter the procedures of this Section will repeat.
- 1.7. **Change Order.** Changes to Professional Service defined in an Order Form, SOW or reseller purchase, shall require a written Change Order signed by the parties prior to implementation of such change(s). Changes may include, for example, alterations to the Professional Service scope of work, Deliverables or changes to fees or schedule.

2. FEES & PAYMENT TERMS.

- 2.1. **Payment.** Subscriber will pay Company the fees specified in each SOW or Order Form contained therein with all fees paid pursuant to the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1 et seq. Where multiple onsite visits are scheduled, the Professional Services, fees and incidental expenses shall be invoiced upon the completion of each visit.
- 2.2. **Incidental Expenses.** Subscriber will reimburse Company for travel and related business expenses incurred in connection with Professional Services. If an estimate of incidental expenses is included in the applicable SOW or Order Form, Company will not exceed a 5% inflation such estimate without the written consent of Subscriber.

3. TERM AND TERMINATION.



3.1. Term. Each SOW term shall begin on the effective date specified in the applicable SOW or Order Form and end on the date that the Professional Services are completed. Unless earlier terminated as set forth below, the terms of this Addendum will continue until termination or expiration of the applicable SOW. Termination shall be in accordance with the Agreement.

3.2.

Termination. The Subscriber may terminate any SOW and/or this Addendum at any time with 180 days' notice in writing from the Subscriber to the Company. The effective date of termination will be 180 days after the date the notice is received by the Company or the date stated in the notice, whichever is later. After the termination notice is received, the Company must restrict its activities to activities pursuant to the direction of the Subscriber. The Company will issue a refund to the Subscriber of any prepaid amounts on a prorated basis from the date of notice of termination. The Company is not entitled to any anticipated profits on Offerings Subscriber remains responsible for all fees incurred before the effective date of termination. Either party may terminate a SOW or this Addendum for the other's material breach of such SOW or this Addendum, as applicable, on thirty (30) days' written notice, provided that if the other party cures the breach before expiration of such notice period, the SOW will not terminate. Additionally, all SOWs will immediately terminate upon termination or expiration of the Agreement. If no funds or insufficient funds are appropriated and budgeted in any fiscal period of the Subscriber for payments to be made under this Addendum and/or any SOW, then the Subscriber will notify the Company in writing of that occurrence, and the SOW and/or Addendum will terminate on the earlier of the last day of the fiscal period for which sufficient appropriation was made or whenever the funds appropriated for payment under this Addendum are exhausted. No payments will be made to the Company under this Addendum beyond those amounts appropriated and budgeted by the Subscriber to fund payments under this Addendum.

3.3. Effect of Termination. Upon termination of a SOW: (1) if such SOW provides for an hourly or per unit fee, Subscriber will pay Company such fee for the work performed up to the date of termination; and (2) if the SOW provides for a fixed fee, Subscriber will pay Company the reasonable value of the Professional Services rendered by Company up to the termination date. Termination of a SOW for any reason, including without limitation for cause, will not terminate any other SOW.

4. PROPRIETARY RIGHTS AND LICENSES.

4.1. Confidential Information. As between the parties, each party retains all ownership rights in and to its Confidential Information as set forth in the Agreement.

4.2. Subscriber Data. Subscriber does not grant to Company any rights in or to Subscriber's intellectual property except such licenses as are required for Company to perform its obligations under the Agreement.

4.3. License for Deliverables. Upon payment of fees due under an applicable SOW or Order Form, Company grants Subscriber a worldwide, perpetual, non-exclusive, non-transferable, royalty-free license to copy, maintain, use and run (as applicable) solely for its internal business purposes associated with its use of Company's Services any Deliverables created by Company solely for Subscriber under this Agreement. Company and Subscriber each retain all right, title and interest in their respective Intellectual Property and Company retains all ownership rights in the Deliverables.

5. WARRANTY.

Company represents and warrants that all Professional Services shall be performed in a professional and workmanlike manner in accordance with generally accepted industry standards. For any breach of this warranty in Section 5, Subscriber's exclusive remedy and Company's entire liability shall be the re-performance of the applicable Professional Services.

6. DISCLAIMER.

EXCEPT FOR THE EXPRESS WARRANTIES SET FORTH SECTION 5 ABOVE, AND TO THE MAXIMUM EXTENT PERMITTED BY LAW, Company AND ITS THIRD PARTY PROVIDERS DISCLAIM ALL WARRANTIES OF ANY KIND RELATED TO THE DELIVERABLES OR THE PERFORMANCE OF PROFESSIONAL SERVICES HEREUNDER, WHETHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE, INCLUDING ANY WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE AND NON-INFRINGEMENT. Company DOES NOT WARRANT THE RELIABILITY, TIMELINESS, SUITABILITY, OR ACCURACY OF THE DELIVERABLES OR THE RESULTS SUBSCRIBER MAY OBTAIN BY USING THE DELIVERABLES. IN PARTICULAR, Company DOES NOT WARRANT UNINTERRUPTED OR ERROR- FREE OPERATION OF THE DELIVERABLES, THAT THE DELIVERABLES WILL CONTINUE TO FUNCTION WITH ANY SUBSCRIPTION SERVICES AFTER THE EXPIRATION OF THE APPLICABLE WARRANTY PERIOD, OR THAT Company WILL CORRECT ALL DEFECTS OR PREVENT THIRD PARTY DISRUPTIONS OR UNAUTHORIZED THIRD PARTY ACCESS.

7. NON-EXCLUSIVITY OF PROFESSIONAL SERVICES.



Notwithstanding the Confidentiality obligations set forth in Section 8 of the Agreement and this Addendum, Subscriber acknowledges and agrees that (i) multiple Subscribers may require similar Professional Services or Deliverables and that Company may be developing similar Professional Services and Deliverables for other third parties, (ii) Company may currently or in the future be developing information internally, or receiving information from other parties, that is similar to the Confidential Information of Subscriber, (iii) nothing will prohibit Company from developing or having developed for it customizations, configurations, feature, concepts, systems or techniques that are similar to the Deliverables, and (iv) nothing will prohibit Company from re-using with another Subscriber or making generally available as part of Subscription Services all or part of any customization, configuration, feature, concept, system or technique developed hereunder.

8. IP INDEMNITY.

8.1. Indemnification by Company. In addition to the indemnification obligations set forth in Section 6 of the Agreement and subject to this Addendum, Company will (i) defend, or at its option settle, any claim, demand, action or legal proceeding (“Claim”) made or brought against Subscriber by a third party alleging that the use of the Deliverable(s) as contemplated hereunder directly infringes the intellectual property rights of such third party, and (ii) pay (a) any final judgment or award directly resulting from such Claim to the extent such judgment or award is based upon such alleged infringement or (b) those damages agreed to by Company in a monetary settlement of such Claim. Company’s obligations to defend or indemnify will not apply to the extent that a Claim is based on (I) Subscriber Data, Subscriber’s or a third party’s technology, software, materials, data or business processes; (II) a combination of the Deliverable(s) with non-Company products or services; or (III) any use of the Deliverable(s) not in compliance with this Addendum. In the event of a Claim, Company may, in its discretion and at no cost to Subscriber (A) modify the Deliverable(s) so that they are no longer the subject of an infringement claim, (B) obtain a license for Subscriber’s continued use of the Deliverable(s) in accordance with this Addendum, or (C) suspend use of the Deliverable in question and refund to Subscriber a pro rata portion of the fees paid for every month during which Subscriber is prevented from using the infringing Deliverable as a result of such infringement, during the first three years after delivery of such Deliverable.

8.2. Indemnification by Subscriber. To the extent permitted by law and subject to this Addendum, Subscriber will (i) defend, or at its option settle, any Claim made or brought against Company by a third party alleging that (I) Subscriber Data, Subscriber’s or a third party’s technology, software, materials, data or business processes; (II) a combination of the Deliverables with non-Company products or services; or (III) Subscriber’s use of the Deliverables, other than as authorized in this Addendum, violates applicable law or regulations or infringes the intellectual property rights of, or has otherwise harmed, a third party; and (ii) pay (a) any final judgment or award directly resulting from such Claim, or (b) those damages agreed to in a monetary settlement of such Claim.

THIS SECTION 8 STATES COMPANY’S SOLE OBLIGATION, AND SUBSCRIBER’S SOLE REMEDY, WITH REGARDS TO CLAIMS THAT THE DELIVERABLES INFRINGE ANY THIRD PARTY’S INTELLECTUAL PROPERTY RIGHTS.

9. LIMITATION OF LIABILITY.

LIMITATION OF LIABILITY. IN ADDITION TO THE OBLIGATIONS UNDER THE AGREEMENT, IN NO EVENT SHALL COMPANY, IN THE AGGREGATE, BE LIABLE FOR DAMAGES TO SUBSCRIBER IN EXCESS OF THE TOTAL AMOUNT PAID BY SUBSCRIBER UNDER THE APPLICABLE SOW TO WHICH THE CLAIM RELATES. THE ABOVE LIMITATIONS WILL APPLY WHETHER AN ACTION IS IN CONTRACT OR TORT AND REGARDLESS OF THE THEORY OF LIABILITY. THE FOREGOING LIMITATION WILL NOT APPLY TO THE EXTENT PROHIBITED BY LAW. UNDER NO CIRCUMSTANCES SHALL COMPANY HAVE ANY LIABILITY WITH RESPECT TO ITS OBLIGATIONS UNDER THIS AGREEMENT OR OTHERWISE FOR LOSS OF PROFITS, OR CONSEQUENTIAL, EXEMPLARY, INDIRECT, INCIDENTAL OR PUNITIVE DAMAGES, EVEN IF COMPANY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES OCCURRING, AND WHETHER SUCH LIABILITY IS BASED ON CONTRACT, TORT, STRICT LIABILITY OR PRODUCTS LIABILITY. NOTHING IN THIS SECTION SHALL LIMIT SUBSCRIBER’S PAYMENT OBLIGATIONS UNDER SECTION 4 OF THE AGREEMENT.

10. MISCELLANEOUS

10.1. Order of Precedence. In the event of a conflict, the provisions of an authorized SOW will prevail over those of this Addendum. Neither party’s acts nor omissions related to Professional Services, to a SOW, or to this Addendum, including without limitation breach of a SOW or of this Addendum, will give the other party any rights or remedies not directly related to the SOW in question.

10.2. Independent Contractor. The parties are independent contractors and nothing in this Agreement should be construed to create a partnership, agency, joint venture, fiduciary or employment relationship between the parties. Neither party is authorized to make any representation or commitment on behalf of the other party. Each party assumes full responsibility for the actions of its personnel while performing Services and such party will be solely responsible for the supervision, daily direction, control of its personnel and for the payment of all of their compensation.

10.3. No Third-Party Beneficiaries. There are no third-party beneficiaries to this Agreement.

10.4. Force Majeure. Neither party will be responsible for failure or delay of performance of a SOW if caused by an act of nature, war, hostility or sabotage; an electrical, internet, or telecommunication outage that is not caused by the obligated party; government restrictions (including



the denial or cancellation of any export or other license); or other event outside the reasonable control of the obligated party. Each party will use reasonable efforts to mitigate the effect of a force majeure event. If such event continues for more than thirty (30) days, either party may cancel unperformed Professional Services upon written notice.

- 10.5. Non-Solicitation.** Except where prohibited by law, during the Term of this Addendum and for twelve (12) months thereafter, Subscriber will not solicit for employment, nor knowingly employ (either as an employee, contractor or agent), any of Company's employees or subcontractors without Company's prior written consent. For the purposes herein, "solicit" does not include broad-based recruiting efforts, including without limitation help wanted advertising and general posting open positions.
- 10.6. Subcontractors.** Company may, in its reasonable discretion, use subcontractors inside or outside the United States to perform any of its obligations hereunder. Company will be responsible for the performance of Professional Services by its personnel (including employees and contractors) and their compliance with Company's obligations under this Addendum, except as otherwise specified herein.
- 10.7. Severability.** If any provision of this Addendum is held by a court of competent jurisdiction to be contrary to law, the provision will be modified by the court and interpreted so as best to accomplish the objectives of the original provision to the fullest extent permitted by law, and the remaining provisions of this Addendum will remain in effect.

11. DEFINITIONS.

- 11.1. "Change Order"** means a Company change order that changes the Professional Services as set forth on a SOW, Order Form or defined in a reseller purchase. Change Orders executed by both parties shall be incorporated by reference into the applicable SOW, Order Form or reseller purchase. A Change Order cannot change Services, as defined in the Agreement to include SaaS applications.
- 11.2. "Deliverable"** means a deliverable under an SOW or Order Form.
- 11.3. "SOW"** means a statement of work describing Professional Services to be provided hereunder, that is entered into between Subscriber and Company or which is incorporated into an Order Form that is entered into between Subscriber and Company. A Company Affiliate that executed an SOW with Subscriber will be deemed to be Company as such term is used in this Agreement. SOWs or Order Forms are deemed incorporated herein by reference.

All other capitalized terms used but not defined herein shall have the respective meanings set forth in the Agreement.

[Remainder of page intentionally left blank; signature page to follow]



IN WITNESS WHEREOF, the undersigned have executed this Agreement.

Brightly Software, Inc.

County of Winnebago, Illinois

DocuSigned by:
Brian Benfer
Signature 38B490...

Signature

Brian Benfer

Print Name

Print Name

SVP, Sales

Title

Title

21 August 2023

Date Signed

Date Signed

Brightly Software, Inc.

DocuSigned by:
Michael Knox
Signature 10455...

Michael Knox

Print Name

VP of Sales

Title

21 August 2023

Date Signed

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

2023 CO ____

SUBMITTED BY: OPERATIONS AND ADMINISTRATIVE COMMITTEE

SPONSORED BY: PAUL ARENA

ORDINANCE AMENDING SECTION 2-49 (DUTIES OF THE COUNTY BOARD
CHAIRMAN) OF THE WINNEBAGO COUNTY CODE OF ORDINANCES

WHEREAS, the County Board of the County of Winnebago, Illinois, desires to amend the ordinance related to the duties of the County Board Chairman to clarify the direct report of county employees who perform duties that fall under the purview of the County Board Chairman; and

WHEREAS, the Operations and Administrative Committee is recommending a provision that will specify that any county employee performing duties that fall under the purview of the County Board Chairman shall report directly to him.

NOW, THEREFORE, BE IT ORDAINED, by the County Board of the County of Winnebago, Illinois, that Section 2-49 of the Winnebago County Code of Ordinances are hereby amended to read as follows:

Sec. 2-49. - Duties.

The county board chairman shall oversee development of long-range planning goals and objectives for the county. The county board chairman shall ensure conformance to the duties and responsibilities set forth in the "Counties Code" (55 ILCS 5/1-1001 et seq., 1992, as amended), he shall be responsible for the following:

(a) *Administrative responsibilities.*

(1) Appoint, with the advice and consent of the county board, those positions as required by the laws of the state.

(2) Represent the county on all economic development opportunities. Monitor and report to the economic development committee chairman and the county board caucus leaders all economic development activities and proposed agreements or IGA's (Inter-Governmental Agreements) including any requested incentives at the time they are requested within seven business days of being first contacted by any outside entity or municipality wishing to do business with the county.

(3) Shall represent the county at all organizations of which the county is a member; or with the assistance of the county administrator, or a designee assigned with the advice and consent of the county board.

(4) Serve as the primary liaison between county elected officials and county board.

(5) Monitor the development of annual host fee allocations to be approved by the county board.

(6) Develop and promote the county's legislative agenda with the approval of the county board.

(7) Assist in developing and monitoring the county's strategic plan with the advice and consent of the county board.

(8) Lead communication of County initiatives and accomplishments as approved by the county board.

(9) Attend staff meetings convened for the purpose to discuss issues that may require legislative action by the county board and report a summary of the discussion to the appropriate committee chair.

(10) Assist the committee chairs in establishing committee agendas.

(11) Establish the agenda for county board meetings, except each agenda shall include a report from all standing committees and the items within the committee reports shall be established by the committee chairs.

(b) Reporting and communications.

(1) Report monthly to the county board on the affairs of the county.

(2) When advisable, in order to promote county services and operations which are in the public interest, recommend to the county board the adoption of ordinances and resolutions.

(3) Any county employee, who performs duties that fall under the purview of the county board chairman and as outlined in section (a) above, shall report directly to the county board chairman, unless otherwise directed. This shall include but not be limited to the County's Communications Director and the Director of Chairman's Office of Criminal Justice Initiatives.

BE IT FURTHER ORDAINED, that this Ordinance shall be in full force and effect immediately upon signing.

BE IT FURTHER ORDAINED, that the Clerk of the County Board shall provide a certified copy of this Ordinance upon its adoption to the County Board Chairman, County Administrator and the Chairs of the Republican and Democratic caucuses.

Respectfully submitted,

OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE

DISAGREE

Keith McDonald, Chairman

Keith McDonald, Chairman

John Butitta

John Butitta

Michael Thompson

Michael Thompson

Paul Arena

Paul Arena

Joe Hoffman

Joe Hoffman

Valerie Hanserd

Valerie Hanserd

Jaime Salgado

Jaime Salgado

The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois, this _____ day of _____, 2023.

Joseph V. 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

UNFINISHED BUSINESS

FINANCE COMMITTEE



Ordinance Executive Summary

Prepared By: Steve Schultz
Committee: Finance Committee
Committee Date: August 17, 2023
Resolution Title: Ordinance to Provide Public Transportation in the Rural Areas of Winnebago County, Illinois
County Code: Not Applicable
Board Meeting Date: August 24, 2023

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: Winnebago County wishes to provide public transportation for its citizens in its rural areas and become eligible for grants from the State of Illinois or any of its department or agencies. There will also be opportunities for potential grants from the Federal government and its departments or agencies.

This ordinance conveys to those State and Federal entities the intent of Winnebago County to:

- Provide public transportation in the rural areas of Winnebago County.
- Develop an appropriate rural public transportation service model and corresponding operating budget.
- Write a grant application to the Illinois Department of Transportation and authorize the Chairman to execute and file this application.
- Authorize the Chairman to execute and file all required and related grant agreements with the Illinois Department of Transportation.
- Authorize the Chairman to execute and file all related grant applications and agreements with the Federal government or its agencies.

Recommendation: Administration concurs

Contract/Agreement: Not Applicable

Legal Review: Not Applicable

Follow-Up: Not Applicable

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

Sponsored by: John Butitta, Committee Chairman

Submitted by: Finance Committee

2023 CO _____

**ORDINANCE TO PROVIDE PUBLIC TRANSPORTATION IN THE
RURAL AREAS OF WINNEBAGO COUNTY, ILLINOIS**

WHEREAS, public transportation is an essential public purpose for which public funds may be expended under Article 13, Section 7 of the Illinois Constitution; and

WHEREAS, the County of Winnebago, Illinois wishes to provide public transportation for its citizens and become eligible for grants from the State of Illinois or any department or agency thereof, from any unit of local government, from Federal government or any department or agency thereof; and

WHEREAS, Illinois Compiled Statutes 740/2-1 et seq. authorizes a county to provide for public transportation within the county limits.

NOW, THEREFORE, BE IT ORDAINED, by the County Board of the County of Winnebago, Illinois that:

Section 1: The County of Winnebago, Illinois shall hereby provide public transportation in the rural areas of Winnebago County, Illinois.

Section 2: That upon determination of an appropriate rural public transportation service model and corresponding operating budget, the Chairman of the Winnebago County Board is hereby authorized and directed to execute and file on behalf of the County of Winnebago, Illinois, a Downstate Operating Assistance Program (30 ILCS 740) and Federal Operating Assistance Program Section 5311 (30 ILCS 740/2 & Federal Circular 9030.1E) grant application to the Illinois Department of Transportation.

Section 3: That the Chairman of the Winnebago County Board is hereby authorized and directed to execute and file on behalf of the County of Winnebago, Illinois all required grant agreements with the Illinois Department of Transportation.

BE IT FURTHER ORDAINED, that this Ordinance shall be in full force and effect immediately upon its adoption and the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Ordinance to the Winnebago County Auditor, Treasurer, and County Engineer.

Respectfully Submitted,
FINANCE COMMITTEE

AGREE

DISAGREE

JOHN BUTITTA, CHAIRMAN

JOHN BUTITTA, CHAIRMAN

JAIME SALGADO, VICE CHAIRMAN

JAIME SALGADO, VICE CHAIRMAN

JEAN CROSBY

JEAN CROSBY

JOE HOFFMAN

JOE HOFFMAN

KEITH McDONALD

KEITH McDONALD

JOHN F. SWEENEY

JOHN F. SWEENEY

MICHAEL THOMPSON

MICHAEL THOMPSON

The above and foregoing Ordinance was adopted by the County Board of the County of
Winnebago, Illinois this _____ day of _____ 2023.

ATTESTED BY:

JOSEPH V. 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

ZONING COMMITTEE

Attachment
ZONING COMMITTEE
OF THE COUNTY BOARD AGENDA
September 7, 2023

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

PLANNING AND/OR ZONING REQUESTS:

TO BE VOTED ON:

1. RESOLUTION GRANTING SITE APPROVAL OF A COMMERCIAL SOLAR ENERGY FACILITY (AKA A SOLAR FARM) ON A 47.21 +- ACRE SITE COMMONLY KNOWN AS PART OF PINS: 09-34-200-008 AND 09-34-200-010, ON N. CONGER ROAD, IN PECATONICA TOWNSHIP, ILLINOIS 61063, requested by USS Prairie Solar, LLC, Lessee, represented by Ryan Magnoni, Developer, in District 1.
ZBA Recommendation: Motion to approve *FAILED (3-3)*
ZC Recommendation: *DENIAL (0-6)*

2. RESOLUTION AUTHORIZING THE DC ESTATE WINERY (8877 STATE LINE RD, SOUTH BELOIT, IL) BE SUBJECT TO THE JURISDICTION OF THE CITY OF SOUTH BELOIT PURSUANT TO A PRE-ANNEXATION AGREEMENT
ZC Recommendation: *Motion to approve FAILED (3-3)*

3. RESOLUTION DIRECTING THE ZONING BOARD OF APPEALS TO CONDUCT A PUBLIC HEARING ON CERTAIN UNIFIED DEVELOPMENT ORDINANCE AMENDMENTS REGARDING COMMERCIAL WIND POWER GENERATING FACILITIES / WIND FARMS (AKA COMMERCIAL WIND ENERGY FACILITIES) AND SOLAR FARMS (AKA COMMERCIAL SOLAR ENERGY FACILITIES)
ZC Recommendation: *APPROVAL w/ZC amendments (6-0)*

4. **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, November 8, 2023**, 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 **Monday, November 20, 2023**, at 5:30 p.m. in Room 303 of the County Administration Building.

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

2023 CR _____

SUBMITTED BY: ZONING COMMITTEE

SPONSORED BY: JIM WEBSTER

**RESOLUTION GRANTING SITE APPROVAL OF A COMMERCIAL SOLAR
ENERGY FACILITY (AKA A SOLAR FARM) ON A 47.21 +- ACRE SITE COMMONLY
KNOWN AS PART OF PINS: 09-34-200-008 AND 09-34-200-010, ON N. CONGER
ROAD, IN PECATONICA TOWNSHIP, ILLINOIS 61063**

WHEREAS, on July 18, 2023, USS PRAIRIE SOLAR LLC (hereinafter “the Facility Owner”), formally filed an application for site approval to operate a commercial solar energy farm (hereinafter “the Facility”) within unincorporated Winnebago County, Illinois on a 47.21 +- acre site commonly known as part of PINs: 09-34-200-008 and 09-34-200-010, on N. Conger Road, in Pecatonica Township, Illinois 61063 (hereinafter, “the Property”) and specifically legal described as:

That part of the Southeast Quarter of the Northeast Quarter, the Southwest Quarter of the Northeast Quarter and the North Half of the Southeast Quarter of Section 34, Township 27 North, Range 10 East of the Fourth Principal Meridian, Winnebago County, Illinois described as follows: Commencing at the northeast corner of said North Half of the Southeast Quarter; thence South 00 degrees 52 minutes 50 seconds East along the east line of said North Half of the Southeast Quarter, a distance of 689.44 feet to the Point of Beginning; thence Continuing South 00 degrees 52 minutes 50 seconds East along said east line, a distance of 200.41 feet to a point 50 feet north of the northerly Right-of-Way of the Chicago and Northwestern Railway Company; thence North 64 degrees 35 minutes 27 seconds West on a line 50 feet northerly and parallel with said northerly Right-of-Way of Chicago and Northwestern Railway Company, a distance of 2942.15 feet to the west line of said Southwest Quarter of the Northeast Quarter; thence North 01 degree 03 minutes 48 seconds West along said west line, a distance of 665.75 feet; thence North 87 degrees 36 minutes 15 seconds East, a distance of 988.57 feet; South 01 degree 23 minutes 40 seconds East, a distance of 436.19 feet; thence North 88 degrees 47 minutes 49 seconds East, a distance of 337.94 feet; thence North 01 degree 16 minutes 03 seconds West, a distance of

106.14 feet; thence North 88 degrees 41 minutes 57 seconds East, a distance of 612.71 feet; thence South 01 degree 14 minutes 02 seconds East, a distance of 1128.64 feet; thence South 64 degrees 31 minutes 28 seconds East, a distance of 771.10 feet to the Point of Beginning. Containing 47.21 acres, more or less; and

WHEREAS, Illinois Counties Code, specifically, 55 ILCS 5/5-12020 (hereinafter “the Statute”), effective January 27, 2023, governs the requirements for siting of commercial solar energy facilities in the state of Illinois and prohibits counties from enacting more restrictive requirements in regard to said facilities than those set forth in the Statute; and

WHEREAS, the Statute provides that a County may not adopt zoning regulations that “disallow, permanently, or temporarily * * * commercial solar energy facilities from being developed or operated in any district zoned to allow agricultural or industrial uses”; and

WHEREAS, the County of Winnebago, Illinois (hereinafter “County”) is in the process of revising its Unified Development Ordinance so as to be in accord with the Statute and therefore this Application shall be reviewed pursuant to the Statute; and

WHEREAS, the Statute further provides that a request for siting approval or a special use permit for a commercial solar energy facility, “shall be approved if the request is in compliance with the standards and conditions imposed in this Act, the zoning ordinance adopted consistent with this Code, and the conditions imposed under State and federal statutes and regulations”; and

WHEREAS, upon review of the Application, the Facility Owner has conceptually satisfied all of the requisite standards and conditions under the Statute, however, that, in the event a detail or representation in the Application conflicts with the Statute or any other applicable Illinois law or regulation, the conflicting provision of the Statute, or the applicable Illinois regulation, shall prevail and Facility Owner shall adhere thereto and adjust the contradiction, as may be required, at time of construction permit submittal; and

WHEREAS, a public hearing was held on the siting approval request before the Zoning Board of Appeals (ZBA) on August 9, 2023, and the ZBA's motion / recommendation to approve failed (3-3); and

WHEREAS, the Zoning Committee of the County Board of the County of Winnebago, Illinois considered the ZBA's recommendation, and consequently, the Zoning Committee recommended the denial (0-6) of the Facility Owner's site approval request to erect and operate a commercial solar energy facility at the Property.

NOW, THEREFORE BE IT RESOLVED by the County Board of the County of Winnebago, Illinois, that the County Board of the County of Winnebago, Illinois hereby grants the Facility Owner's site approval request to erect and operate a 2 MW or less commercial solar energy facility on a 47.21 +/- acre site commonly known as part of PINs: 09-34-200-008 and 09-34-200-010, on N. Conger Road, in Pecatonica Township, Illinois 61063 and specifically described in "Whereas 1", subject to all of the following conditions:

- 1.) The perimeter of the commercial solar energy facility shall be enclosed by fencing, having a height of at least 6 feet but no more than 8 feet, and out of the required front yard setback established by Statute.
- 2.) The Facility Owner shall strictly adhere to all the terms and conditions of the Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture, dated April 27, 2023, and as may be amended (hereinafter "the AIMA"), including, but not limited to, any terms and conditions that are not specifically referenced or set forth in this Resolution.
- 3.) Pursuant to the AIMA, all underground electrical cables located outside the perimeter of the (fence) of the solar panels shall be buried with: i) a minimum of 5 feet of top cover where they cross cropland as defined in the AIMA; ii) a minimum of 5 feet of top cover where they cross pastureland or other non-cropland classified as prime farmland as defined

in the AIMA; iii) a minimum of 3 feet of top cover where they cross pastureland and other agricultural land not classified as prime farmland; iv) a minimum of 3 feet of top cover where they cross wooded/brushy land.

- 4.) In accord with the AIMA, provided that the Facility Owner agrees to remove the cables during deconstruction, underground electric cables may be installed to a minimum depth of 18 inches: i) within the fenced perimeter of the Facility or; ii) when buried under an access road associated with the Facility provided that the location and depth of cabling is clearly marked at the surface.
- 5.) The Facility Owner shall comply with landscape screening and vegetative seeding as described in its Application and the Facility Owner shall utilize best efforts to ensure that all seed mixes will be as free of any noxious weed seeds as possible pursuant to the AIMA.
- 6.) Pursuant to the AIMA: i) the Facility Owner shall work with the landowner and create and follow a Stormwater Pollution Prevention Plan (hereinafter “the SWPPP”) to prevent excessive erosion on land that has been disturbed either by construction or deconstruction of the Facility; and ii) the Facility Owner shall consider the recommendations of the Winnebago County Soil & Water Conservation District with regard to the Plan.
- 7.) Pursuant to the AIMA, Facility Owner shall consult with the Winnebago County Soil & Water Conservation District to determine if there are soil conservation practices that will be damaged by construction. Those conservation practices shall be restored to their preconstruction condition as close as reasonably practicable following deconstruction in accordance with federal technical standards and all repair costs shall be borne by the Facility Owner.
- 8.) Consistent with the AIMA, the Facility Owner shall provide for weed control in a manner that prevents the spread of weeds. Chemical control, if used, shall be done by an

appropriately licensed pesticide applicator. Facility Owner shall ensure that all vegetation growing within the perimeter of the Facility is properly and appropriately maintained. Maintenance may include, but not be limited to, mowing, trimming, chemical control, or the use of livestock upon mutual agreement between the Facility Owner and the landowner.

- 9.) The Facility Owner shall comply with all specifications, including, but not limited to, setback requirements, set forth in the Statute.
- 10.) Pursuant to the Statute, no component of a solar panel shall exceed a height of more than 20 feet above ground when the Facility's arrays are at full tilt.
- 11.) The Facility must adhere to sound limitations established by the Illinois Pollution Control Board under 35 Ill. Adm. Code Parts 900, 901, and 910.
- 12.) Facility Owner shall adhere to the details and representations described in its Application as to construction, operations & maintenance, and grading & stormwater pollution prevention, including, but not limited to, hours of operation, signage, water, sewage & waste, stormwater prevention & pollution plan, erosion sediment & control plan, and site access; provided, however, that, in the event a detail or representation in the Application conflicts with any portion of the AIMA or the Statute or any other applicable Illinois or federal law or regulation, the conflicting provision of the AIMA, the Statute, or the applicable Illinois or federal law or regulation, shall prevail and Facility Owner shall adhere thereto.
- 13.) Pursuant to the AIMA, in implementing any actions relating to construction and/or deconstruction of the Facility, the Facility Owner shall adhere to all applicable federal and state rules and regulations and, County and local rules and regulations that are not inconsistent with the Statute, and obtain all required permits and approvals prior to taking

any action, including, but not limited to a building permit, a zoning clearance/permit, a site access permit, Winnebago County Surface Water Management Ordinance (WC-SWMO) permits / stormwater plan approvals (i.e. with regard to Detention, Stormwater Pollution Prevention Plan (SWPPP), and NPDES Construction General Permit), and the approval of an erosion sediment & control plan.

- 14.) Prior to commencement of construction, the Facility Owner must file with the County a deconstruction plan prepared by a professional engineer licensed in the state of Illinois and said plan must contain the criteria for deconstruction plan as that term is defined in the AIMA. The Facility Owner shall file an updated deconstruction plan with the County on or before the end of the tenth (10th) year of commercial operation.
- 15.) Deconstruction of a Facility shall include the removal/disposition of all solar related equipment/facilities, including those set forth in the AIMA and, the Facility Owner shall, at its expense, complete deconstruction of the Facility within twelve (12) months after the end of the useful life of the Facility, as set forth in the AIMA.
- 16.) Prior to commencement of construction, the Facility Owner shall provide the County with financial assurance, in the form of a bond, letter of credit or other form of surety acceptable to the County to cover the estimated costs of deconstruction of the Facility. Provision of this Financial Assurance shall be phased in over the first eleven (11) years of the Project's operation pursuant to the executed AIMA as follows: 1) on or before the first (1st) anniversary of the commercial operation date, the Facility Owner shall provide the County with financial assurance to cover ten percent (10%) of the estimated costs of Deconstruction of the Facility as determined in the deconstruction plan; 2) on or before the sixth (6th) anniversary of the commercial operation date, the Facility Owner shall provide the County with financial assurance to cover fifty percent (50%) of the estimated

costs of deconstruction of the facility as determined in the deconstruction plan; and 3) on or before the eleventh (11th) anniversary of the commercial operation date, the Facility Owner shall provide the County with financial assurance to cover one hundred percent (100%) of the estimated costs of deconstruction of the Facility as determined in the updated deconstruction plan provided during the tenth (10th) year of commercial operation. The County shall be the designated beneficiary of the financial surety, and the landowner shall be provided with a copy of the document. In the event of abandonment as that term is defined in the AIMA, the County may take all appropriate actions for deconstruction including drawing upon the financial assurance.

17.) The Facility shall abide by all terms and conditions of any road use agreement, between it and the Illinois Department of Transportation, a road district, the County, or any other unit of local government.

18.) As stated in the Application, Facility Owner shall maintain and be listed on an insurance policy that includes: 1) Liability coverage that will include \$1,000,000 per occurrence and \$2,000,000 in the aggregate per annum; 2) Excess liability coverage of an additional \$5,000,000 per occurrence; and 3) Property coverage in an amount necessary to cover the value of the commercial solar facility and up to one year of lost revenue in the event the project is destroyed and needs to be rebuilt.

19.) In addition to the foregoing conditions in this Resolution, the Facility Owner and Facility shall comply with all other requirements and standards as set forth in the Statute and any other applicable Illinois or federal law or regulation, and any County and local rules and regulations that are not inconsistent with the Statute.

BE IT FURTHER RESOLVED, that the 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 directed to prepare and deliver certified copies of this Resolution to the County Administrator, County Planning and Zoning Officer, County Engineer, and the County Board Chairman.

Respectfully Submitted,
ZONING COMMITTEE

Agree

Disagree

Jim Webster, Chairman



Jim Webster, Chairman

Angie Goral




Angie Goral

Paul Arena



Paul Arena

Aaron Booker



Aaron Booker

John Guevara



John Guevara

Tim Nabors



Tim Nabors

Dave Tassoni

Dave Tassoni

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this _____ day of _____ 2023.

ATTESTED BY:

Joseph V. 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
OF THE
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

2023 CR _____

SUBMITTED BY: ZONING COMMITTEE

SPONSORED BY: JIM WEBSTER

**RESOLUTION AUTHORIZING THE DC ESTATE WINERY (8877 STATE LINE RD,
SOUTH BELOIT, IL) BE SUBJECT TO THE JURISDICTION OF THE CITY OF
SOUTH BELOIT PURSUANT TO A PRE-ANNEXATION AGREEMENT**

WHEREAS, the DC Estate Winery, is located in unincorporated County of Winnebago, Illinois (“County”) with a common address of 8877 State Line Road, South Beloit, Illinois and P.I.N. 04-01-200-005 (“property”); and

WHEREAS, the City of South Beloit (“City”) is in the process of reviewing a pre-annexation agreement for the property and has sent a request for jurisdiction to the County; and

WHEREAS, the property is approximately 1.7 miles from the City; and

WHEREAS, Chapter 90, Article I, Section 1.3 (Applicability and Jurisdiction) of the Winnebago County Code, provides in part:

“This Ordinance shall also govern properties in the County of Winnebago that have an annexation agreement with a municipality that is more than 1.5 miles from the property, unless after receiving a request for jurisdiction from the annexing municipality, the County of Winnebago agrees, by the affirmative vote of a majority of its members, that the property covered by the annexation agreement shall be subject to the ordinances, control, and jurisdiction of the annexing municipality.”; and

WHEREAS, the Zoning Committee of the County Board for the County of Winnebago, Illinois, has reviewed the request for jurisdiction and recommends that the Winnebago County Board authorize the property be subject to the zoning ordinances, control and jurisdiction of the City upon approval of a pre-annexation agreement with the City.

NOW, THEREFORE BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois that the County of Winnebago hereby authorizes the DC Estate Winery, with a common address of 8877 State Line Road, South Beloit, Illinois, be subject to the zoning ordinances, control and jurisdiction of the City of South Beloit upon approval of a pre-annexation with the City of South Beloit.

BE IT FURTHER RESOLVED, that the 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 directed to prepare and deliver certified copies of this Resolution to the County Administrator, County Planning and Zoning Officer, County Director of Development Services and the County Board Chairman.

Respectfully Submitted,
ZONING COMMITTEE

Agree

Disagree



Jim Webster, Chairman

Jim Webster, Chairman

Angie Goral



Angie Goral

Paul Arena




Paul Arena

Aaron Booker



Aaron Booker

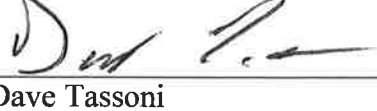


John Guevara

John Guevara

Tim Nabors

Tim Nabors



Dave Tassoni

Dave Tassoni

The above and foregoing Resolution was adopted by the County Board of the County of
Winnebago, Illinois this _____ day of _____ 2023.

ATTESTED BY:

Joseph V. 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
OF THE
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

SUBMITTED BY: ZONING COMMITTEE

2023 CR _____

RESOLUTION DIRECTING THE ZONING BOARD OF APPEALS
TO CONDUCT A PUBLIC HEARING ON CERTAIN UNIFIED DEVELOPMENT ORDINANCE
AMENDMENTS REGARDING COMMERCIAL WIND POWER GENERATING FACILITIES /
WIND FARMS (AKA COMMERCIAL WIND ENERGY FACILITIES) AND SOLAR FARMS
(AKA COMMERCIAL SOLAR ENERGY FACILITIES)

WHEREAS, Chapter 90 of the Winnebago County Code is known as the Unified Development Ordinance (Zoning Ordinance) of Winnebago County which regulates the use of buildings and land; and

WHEREAS, Chapter 90, Section 4.1.1 (Initiation of Amendments) requires the County Board to initiate a change in zoning district regulations, general provisions, or other provisions; and

WHEREAS, the State of Illinois has mandated Winnebago County, IL to replace their current language in the Unified Development Ordinance pertaining to commercial wind power generating facilities / wind farms (aka commercial wind energy facilities) and solar farms (aka commercial solar energy facilities) with language consistent with State Law, 55 ILCS 5/5-12020, thereby effectively eliminating the County's local authority pertaining to said uses; and

WHEREAS, the Illinois Compiled Statutes, Chapter 55, Section 5/5-12014, requires the Zoning Board of Appeals to hold a public hearing, after notice of the hearing no less than 15 days prior to the hearing, before the Unified Development Ordinance of Winnebago County can be amended; and


NOW, THEREFORE, BE IT RESOLVED, that the County Board of Winnebago County, IL hereby reluctantly approves this Resolution pursuant to Chapter 90, Section 4.1.1, thereby initiating and directing the Winnebago County Zoning Board of Appeals to conduct a public hearing pursuant to 55 ILCS 5/5-1214 for certain State mandated amendments to the County's Unified Development Ordinance with regard to commercial wind power generating facilities / wind farms (aka commercial wind energy facilities) and solar farms (aka commercial solar energy facilities).

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

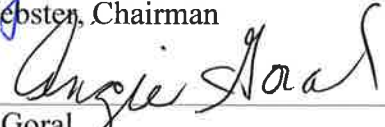
BE IT FURTHER RESOLVED, that the Winnebago County Clerk shall provide a certified copy of this Resolution upon its adoption to the Winnebago County Regional Planning and Economic Development Department.

Respectfully Submitted,
ZONING COMMITTEE

Agree



Jim Webster, Chairman



Angie Goral



Paul Arena



Aaron Booker



John Guevara



Tim Nabors

Dave Tassoni

Disagree

Jim Webster, Chairman

Angie Goral

Paul Arena

Aaron Booker

John Guevara

Tim Nabors

Dave Tassoni

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago,
Illinois this _____ day of _____ 2023.

ATTESTED BY:

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

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

NEW BUSINESS

ANNOUNCEMENTS & COMMUNICATIONS



WINNEBAGO COUNTY

— ILLINOIS —

Announcements & Communications

Date: September 7, 2023

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 Theresa Grennan, Chief Deputy Winnebago County Treasurer the following:
 - a. Collateralization Report – July 31, 2023
 - b. Investment Report - as of July 31, 2023
 - c. Monthly Interest Report – as of July 31, 2023

2. County Clerk Gummow received from The Illinois Department of Corrections a copy of the most recent Winnebago County Jail 2023 Compliance Report.

Adjournment